



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, October 24, 2016**

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee Leider	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Finance Director/Treasurer Peterson	Public Works Director Woodbury
Chief of Police Leonas	Assistant Village Manager/Community &
Economic Development Coordinator Zozulya	Economic Development Director Letendre
	Assistant Public Works Director/Village Engineer Dittrich

ROLL CALL

Mayor Brandt called the meeting to order at 7:36 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the October 10, 2016 Committee of the Whole Meeting Minutes

The minutes of the October 10, 2016 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Consideration of a Preliminary Evaluation of a Major Amendment to an Existing Special Use and Lot Consolidation for Proposed Phase 2 Improvements (U-Haul – 200 & 300 Industrial Drive)

Economic Development Coordinator Zozulya provided a summary of the proposed preliminary evaluation of a major amendment to an existing special use and lot consolidation for proposed phase 2 improvements for U-Haul. Economic Development Coordinator Zozulya noted the process would consist of a Public Hearing at the Zoning Board if referred. The Architectural Review Board would also review the proposal with regard to design standards, building architecture, landscaping, and signage. Once these Advisory Boards review the proposed project, it will come back before the Board for consideration.

Trustees McDonough and Grujanac stated they would be in favor of referral.

Trustee Hancock asked if this would generate sales tax.

Ms. Heather Skelton, Marketing Company President with U-Haul noted staff has been helpful with the process and provided additional information regarding the proposed project. Ms. Skelton noted a minimal amount of sales tax would be generated from store sales related to packing materials and tow hitches.

Trustee Hancock asked where the RV Storage would be located. Ms. Skelton noted the RV Storage would be behind the existing building.

Trustee McDonough asked what the time frame would be for the disconnection and annexation to Buffalo Grove. Village Attorney Simon stated it is indefinite at this time. In order to get the north half of Industrial Drive to disconnect from the Village of Lincolnshire and be annexed into Buffalo Gove, the Village would need unanimity with the property owners located along the southern half of Industrial Drive. There is no way to make the disconnection with the Village of Lincolnshire and annexation into Buffalo Grove, in terms of contiguity, without the southern property owners being in agreement. Attorney Simon noted attorney Larry Freidman has represented some of those properties on the north half of Industrial Drive in the past; however, there has been a lack of cooperation from property owners on the south half because they are happy with the way things are. Village Attorney Simon stated there is an obligation for Lincolnshire to have this area disconnected from the Village pursuant to the existing boundary agreement with the Village of Buffalo Grove; however, this will not likely take place until all property owners on Industrial Drive are ready.

There was a consensus of the Board to refer this to the Zoning Board.

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration of a Supplemental Resolution for Maintenance of Streets and Highways by Municipalities under the Illinois Highway Code- January 1, 2009 to December 31, 2009 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of the resolution for maintenance of streets and highways by municipalities under the Illinois Highway Code – January 1, 2009 to December 31, 2009 to comply with IDOT on their audit.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Discussion and Direction from the Village Board Regarding Illinois Department of Transportation (IDOT) Letter of Intent for Village's

Cost Sharing of Improvements for US 45/Illinois Route 21 (Illinois Department of Transportation)

Assistant Public Works Director/Village Engineer Dittrich provided a presentation related to Illinois Department of Transportation Letter of Intent for Village's cost sharing of improvements for US45/Illinois Route 21. Assistant Public Works Director/Village Engineer Dittrich provided proposed Village costs relative to traffic signals, noting the signal at Route 21 and Marriott Drive would be 100% on the Village as laid out in the Letter of Intent. Assistant Public Works Director/Village Engineer Dittrich noted IDOT views the signal at Marriott Drive and Route 21 as being a private benefit traffic signal.

Mayor Brandt stated she would like to negotiate with IDOT on the traffic signal at Route 21 and Marriott Drive. Village Attorney Simon asked why this same traffic light would not be eligible for Federal Grant money. Assistant Public Works Director/Village Engineer Dittrich stated that based on the terms of the agreement the Village signed when the signal went in, over twenty years ago, it is 100% Village of Lincolnshire's responsibility. The signal went in on the basis it only had private benefits not public benefits, so the responsibility falls on the requestor of the signal to fund its improvements. Mayor Brandt stated this has a public benefit since there is a theater, hotel, and golf course. Assistant Public Works Director/Village Engineer Dittrich stated IDOT's definition of public improvements would be residential connecting and traveling through; the beneficiaries of the signal. Mayor Brandt asked if there was a cost to Marriot. Assistant Public Works Director/Village Engineer Dittrich noted the current agreement is with IDOT; if Lincolnshire wants to have other arrangements to recoup the costs; it would be a separate agreement. Mayor Brandt asked if the Village had a copy of the Agreement. Assistant Public Works Director/Village Engineer Dittrich confirmed the Village of Lincolnshire has a copy of the agreement.

Trustee Hancock asked if the signal would not be functional after the completion of the roadway improvements. Assistant Public Works Director/Village Engineer Dittrich stated the signal will need to be completely replaced due to additional lanes being put in.

Mayor Brandt asked if the new signal would affect the LED sign at the Marriott. Assistant Public Works Director/Village Engineer Dittrich stated the LED sign at Marriott is set pretty far back but has not seen the detailed engineering and IDOT still needs to do lane acquisition.

Mayor Brandt asked if there was a program to finance any of the traffic signals. Assistant Public Works Director/Village Engineer Dittrich noted the money will not come due until construction and financing could be terms of the Intergovernmental Agreement which would be the next step. The construction will not happen until IDOT gets all the land bought and this construction is not currently in IDOT's five-year budget. Village Manager Burke stated one of the discussions is to work with

State Representatives who may have some ability to talk with IDOT leadership regarding the use of the traffic signal now compared to twenty years ago. Village Manager Burke stated staff has also discussed a Special Service Area option.

Trustee Hancock asked staff to see if this traffic signal is being treated the same by IDOT as other signals on Route 60 with comparable intersections in Vernon Hills. Assistant Public Works Director/Village Engineer Dittrich noted his experience in working with IDOT is that every private benefit signal has a different arrangement but staff will look into this.

Assistant Public Works Director/Village Engineer Dittrich noted the reason Lincolnshire is not cost sharing any of the Jamestown Lane signals is because the signal is technically all within Vernon Hills.

Trustee McDonough asked how binding a Letter of Intent on a project such as this is in terms of the commitment made by the Village for a project not expected to happen for several years. Village Attorney Simon stated it just means IDOT will be paying for the engineering costs to design the plans. The village has not approved appropriation for this and since there is no appropriation for it, money cannot be spent on it. Village Manager Burke stated there would be a subsequent Intergovernmental Agreement. Assistant Public Works Director/Village Engineer Dittrich noted Lincolnshire is not bound to this response.

Trustee McDonough stated the project is actually Route 45 down to Route 22 and asked if it is possible once engineering is done, they will not need to do the traffic signal at Marriott Drive. Assistant Public Works Director/Village Engineer Dittrich stated he believes it will still meet the signal warrants.

Trustee McDonough asked if it would make sense to get Marriott on board now with a Special Service Agreement. Village Manager Burke stated staff could start this conversation with the Marriott and also get a letter from the Mayor and Village Board to the State Representatives.

There was a consensus of the Board to have staff continue to work on options for the traffic signal improvements.

Assistant Public Works Director/Village Engineer Dittrich continued his presentation with Village cost participation related to bicycle and pedestrian improvements. A conversation regarding the cost of the bicycle and pedestrian improvements followed.

Village Manager Burke and Assistant Public Works Director/Village Engineer Dittrich informed the Board there would be access put in from Walgreens to the Fresh Market that is not currently there and was brought up as a suggestion from a resident at a prior meeting.

Assistant Public Works Director/Village Engineer Dittrich continued his presentation with roadway lighting.

Mayor Brandt asked what the current lighting is on Milwaukee Ave. Assistant Public Works Director/Village Engineer Dittrich stated there are sporadic mast arms hanging off utility poles and the current lighting will be going away. Trustee Hancock asked why the current lighting is going away. Assistant Public Works Director/Village Engineer Dittrich stated the current lighting does not meet any highway IDOT standards and IDOT will not put any lighting in at Milwaukee and Route 22. IDOT is asking if the Village would like lighting as part of the roadway project to be included in the scope of the work, but it would be the cost of the Village to put it in. Mayor Brandt suggested seeing how it looked once the roadway was built since there would be the Culver's and the Fresh Market. Trustee Grujanac asked if the lighting could be put in after the fact; separate from the project. Assistant Public Works Director/Village Engineer Dittrich stated if the lighting is not included in the project and put in after; most likely, it would cost more money than what is being proposed. Village Attorney Simon asked if conduit for lighting could be put in as part of the project. Assistant Public Works Director/Village Engineer Dittrich stated IDOT would most likely entertain the conduit being put in as part of the project.

A conversation regarding the lighting, contract, type of lighting and the need for lighting in the noted location followed.

Trustee Hancock asked if the Village would ever be willing to fight the widening of the road. Assistant Public Works Director/Village Engineer Dittrich stated the way to solve the traffic issues on Route 22, is to widen Route 21. Village Manager Burke stated another benefit to the widening is Olde Half Day Road by the Village Hall has always been contemplated as a jurisdictional transfer. Post this improvement, the Village could regulate the roadway truck traffic; limit the amount of traffic to local traffic.

Assistant Public Works Director/Village Engineer Dittrich continued with the presentation related to median landscaping noting the cost to the Village is to be determined. Mayor Brandt stated her thoughts would be to mimic the medians already in place and possibly add more trees.

Assistant Public Works Director/Village Engineer Dittrich noted utility relocation is not yet determined but as the project goes on, this will become a cost to the Village.

Assistant Public Works Director/Village Engineer Dittrich noted the next steps are finalizing the scope of work the village desires from the project, resolving private signal issues, calculating updated costs, approving the Letter of Intent, and completing design plans to determine final costs for Intergovernmental Agreement.

Mayor Brandt requested staff meet with various parties on Marriott Drive to communicate what IDOT is proposing and suggesting a partnership. Village Attorney Simon suggested expanding the scope of the properties benefiting from the signal at Marriott Drive. Mayor Brandt agreed with Village Attorney Simon.

Trustee McDonough asked if the Letter of Intent would have the utility costs which are currently unknown. Assistant Public Works Director/Village Engineer Dittrich stated the Letter of Intent would not have the utility costs.

Assistant Public Works Director/Village Engineer Dittrich stated this project is approximately 5 – 10 years out. Trustee Hancock asked when the Village would have to make our intentions clear with IDOT. Assistant Public Works Director/Village Engineer Dittrich stated IDOT would like the Letter of Intent in place prior to year-end. Trustee Hancock and Mayor Brandt suggested staff investigate other IDOT agreements along the corridor for consistency and possibly apply political support to push for consistency.

Trustee Servi requested staff look into what Vernon Hills is doing regarding the lighting in the proposed area. Village Manager Burke stated commercial residents may vary from residential residents regarding their opinion of the proposed lighting.

Trustee Hancock asked staff if they had any idea of what the utility costs may be. Assistant Public Works Director/Village Engineer Dittrich stated the Village of Lincolnshire has significant sanitary and water at both intersections but staff does not have IDOT's drainage plan yet. Trustee Hancock stated if there was an idea of what the associated costs would be the Village would be more likely to negotiate the work to save money.

There was a consensus of the Board to have staff continue to work on construction and cost sharing options prior to signing a Letter of Intent.

3.33 Consideration of a Contract with K.L.F. Enterprises Inc. of Markham, IL for Contractual Leaf Hauling and Disposal in an Amount not to Exceed \$50,000 (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of the proposed contract with K.L.F. Enterprises, Inc. for leaf hauling and disposal.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.4 Public Safety

3.41 Resolution Approving the Intergovernmental Agreement between the Village of Vernon Hills, Countryside Fire Protection, Village of Libertyville, and the Village of Lincolnshire for the purpose of

**entering into a Joint Emergency Telephone system Board (JETSBS)
(Village of Lincolnshire)**

Chief of Police Leonas provided a summary of a proposed resolution approving the Intergovernmental Agreement between the Village of Vernon Hills, Countryside Fire Protection, Village of Libertyville, and the Village of Lincolnshire for the purpose of entering into a Joint Emergency Telephone system Board. Staff is proposing to appoint the Chief of Police, Deputy Chief of Police, and Finance Director as voting members to this Board to represent the interests of the Village of Lincolnshire. Chief of Police Leonas stated that prior to the Village Board Meeting; a meeting took place to dissolve the ETSB.

Trustee McDonough asked if there is still some wording to be worked out on the agreement. Village Manager Burke stated the attorneys from the respective municipalities are working on finalizing the wording of the Intergovernmental Agreement. The goal is to adopt the JETSBS prior to year-end.

There was a consensus of the Board to place this item on the Regular Agenda at the next Regular Village Board Meeting.

- 3.5 Parks and Recreation
- 3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

5.0 NEW BUSINESS

5.1 Public Comment Rules

Village Manager Burke stated he sent out suggestions to the Board regarding changes to the Public Comment Rules. Staff will take any comments on the suggestions and place the revised Public Comment Rules on the Consent Agenda at the next Regular Village Board meeting.

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Hancock seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:30 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk