



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, October 22, 2018**

Present:

Mayor Brandt	Trustee Harms Muth
Trustee Grujanac	Trustee Hancock
Trustee McDonough (Arrived at 7:46 p.m.)	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 &
Planning & Development Manager Zozulya	Economic Development Director Gilbertson

ROLL CALL

Mayor Brandt called the meeting to order at 7:12 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the October 9, 2018 Committee of the Whole Meeting Minutes

The minutes of the October 9, 2018 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 an Ordinance Amending Title 12 (Signs) Regarding Changes to Chapter 3 (Definitions), Chapter 8 (Sign Construction & Design: General Standards), Chapter 11 (Prohibited Signs), Chapter 12 (Exempt Signs, and Chapter 13 (Temporary Signs) (Village of Lincolnshire)

Planning & Development Manager Zozulya provided a summary and presentation regarding a proposed Ordinance Amending Title 12 (Signs) Regarding Changes to Chapter 3 (Definitions), Chapter 8 (Sign Construction & Design: General Standards), Chapter 11 (Prohibited Signs), Chapter 12 (Exempt Signs, and Chapter 13 (Temporary Signs). Planning & Development Manager Zozulya reviewed the proposed changes chapter by chapter.

Trustee Servi asked how the 4' height limit on a residential temporary sign compares to other surrounding communities. Planning & Development Manager Zozulya stated Lake Forest & Lake Bluff were

the areas used in comparison and both have the same height limits for residential temporary signs. Trustee Servi asked about other communities in the area such as Vernon Hills and Buffalo Grove. Planning & Development Manager Zozulya noted these other areas allowed larger and taller residential temporary signs than Lake Forest and Lake Bluff. Assistant Village Manager/Community & Economic Development Director (CED) Gilbert used a measuring tape to demonstrate the proposed pole height.

A brief conversation regarding size of institutional signs (real estate, garage sale, and political) and how they would meet the proposed size parameters of the residential temporary signs followed.

Mayor Brandt stated there are businesses in the Downtown sign district that feel they are being put at a disadvantage regarding signage versus CityPark or Lincolnshire Commons. Mayor Brandt stated her opinion is to allow the Downtown district the same allowances for signs as CityPark and Lincolnshire Commons. It was the consensus of the Board to take the Downtown square footage and make it equal to the Corridor Commercial for temporary signage. Mayor Brandt suggested getting rid of the Downtown classification and adding this area to the Commercial classification. Village Attorney Simon noted that if the Board would like to eliminate the sign classification of Downtown and roll it into Commercial, it would need to go before the Architectural Review Board (ARB) for review and public hearing.

Planning & Development Manager Zozulya continued her presentation regarding proposed sign changes for temporary banner signs.

Trustee Grujanac asked why the difference in size again for temporary banner signs for the Downtown compared to the Corridor Commercial. Village Attorney Simon suggested applying the Mayor's recommendation for temporary signage to temporary banner signage.

Planning & Development Manager Zozulya continued the presentation regarding proposed sign changes related to Chapter 7, items of information, and it was the consensus of the Board to move forward with the recommended changes as presented.

Planning & Development Manager Zozulya continued the presentation regarding proposed sign changes related to Chapter 8, current sign illumination requirements. It was the consensus of the Board to move forward with the recommended changes as presented.

Planning & Development Manager Zozulya continued the presentation regarding proposed sign changes related to Chapter 12, exempt signs and Chapter 3, definitions. It was the consensus of the Board to move forward with the recommended changes as presented.

It was the consensus of the Board to place this item with suggested changes to size limitations on temporary signage for the Downtown on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.2 Finance and Administration

3.3 Public Works

3.31 Consideration of a Joint Purchasing Agreement with Morton Salt, Inc. in the Amount of \$31,740.00, and Cargill Incorporated in the Amount of \$13,345.00, for the Purchase of Rock Salt for the 2018-2019 Winter Season (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of a proposed joint purchasing agreement with Morton Salt, Inc. in the amount of \$31,740, and Cargill Incorporated in the amount of \$13,345 for the purchase of rock salt for the 2018 – 2019 winter season.

Trustee Harms Muth asked if there is any reason we have to buy these exact amount of tons; can we just buy more quantity at the lower price. Public Works Director Woodbury stated staff used to go through one contractor through the State of Illinois, and when there was a salt shortage back in 2013, it was decided to go through multiple bids to ensure the Village would have adequate salt supply for the winter season. Public Works Director Woodbury noted staff is required to commit to the tonnage to purchase before the bids go out. Village Manager Burke stated we have to provide an estimate when the state puts together the bid document, so staff is projecting well in advance of the bid opening or the award of the bid.

Mayor Brandt asked how much salt is left over from last year. Public Works Director Woodbury estimated about 250 tons which is about ½ of what is typical going into the season.

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

3.32 Consideration of an Ordinance Extending Suspension of Tree Permit and Tree Replacement Requirements for Non-Residential Property Owners Title 13 (Tree Preservation) of the Lincolnshire Village Code (Village of Lincolnshire)

Public Works Director Woodbury provided an update and summary of an Ordinance extending suspension of tree permit and tree replacement requirements for non-residential property owners Title 13 (Tree Preservation) of the Lincolnshire Village Code for a two year period.

Trustee Grujanac asked if the trees removed were dead or dying. Public Works Director Woodbury confirmed the trees were dead or dying.

Trustee McDonough asked if the replacement of those trees is not affected by the tree amnesty program.

Public Works Director Woodbury stated he consulted with Building Official Jesse who works with the non-residential properties and almost all areas where tree removal took place were in areas with adequate trees on the properties; therefore, a tree planting plan was not required.

Trustee McDonough asked if staff could provide an update regarding the tree amnesty program at the Budget Meeting.

Mayor Brandt suggested having a similar program for residential or arterial areas. Public Works Director Woodbury stated staff can find some creative ways to encourage and possibly incentivize residents to remove trees.

It was the 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 Consideration of a Resolution Approving an Intergovernmental Agreement for Dispatch Services to be Provided by the Village of Deerfield (Village of Lincolnshire)

Chief of Police Leonas provided a summary of the proposed resolution approving an Intergovernmental Agreement for Dispatch Services to be provided by the Village of Deerfield.

Trustee Harms Muth asked what the difference is between Dispatch and 911 Service intergovernmental agreement which is the next item on the agenda. Chief of Police Leonas stated the current item would provide dispatch services immediately and for the next 5 – 8 years. The Intergovernmental Agreement with Lake County for 911 service is for an exploration of what could be in the future. Lake County is looking at consolidation on a regional basis. Chief of Police Leonas stated realistically, we expect the state to come out with additional standards and requirements for consolidation.

Trustee Harms Muth asked if staff went back to Vernon Hills after they received the quote from Deerfield. Chief of Police Leonas confirmed staff went back to Vernon Hills and has been in discussions with Vernon Hills the entire time. A discussion followed regarding the impact this may have on Vernon Hills.

Trustee Harms Muth asked if staff was confident we would be receiving the same level of service. Chief of Police Leonas stated he has researched this and both have what is called “NENA” (National Emergency Number Association) standards for dispatch services. Chief

of Police Leonas stated there are positive and negatives for both noting Deerfield is smaller so there may be one less dispatcher on duty during peak hours but Vernon Hills has a bigger population. Vernon Hills is already a part of STARCOMM, which is a different frequency and we would be patching into the older system with Deerfield. Deerfield has the upgraded CAD and RMS system which Vernon Hills will convert to.

Village Manager Burke stated neighboring communities using Deerfield are very pleased with the level of service provided. There is also a provision in the agreement for customer service so they are ready to meet Lincolnshire's expectations.

A conversation regarding the differences of both dispatch services followed.

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

3.42 Consideration of an Intergovernmental Agreement Regarding Regional 911 Consolidation Project (Village of Lincolnshire)

Chief of Police Leonas provided a summary of an Intergovernmental Agreement regarding Regional 911 Consolidation Project.

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

3.43 Consideration of a Resolution Approving an Amended Member Agreement for the Northern Illinois Police Alarm System (NIPAS) (Village of Lincolnshire)

Chief of Police Leonas provided a summary of proposed Resolution approving an amended member Agreement for the Northern Illinois Police Alarm System of which most agencies in Illinois are a member.

It was the consensus of the Board to place this item on the Consent Agenda for approval 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 Skunk Control

Mayor Brandt noted an email received from a Wood Creek Court resident regarding implementing a potential Skunk Control Program. Mayor Brandt asked staff to look at the Vernon Hills Program and other programs in the areas

and report back.

5.2 Leaf Pickup

Trustee Harms Muth asked when leaf pickup ends.

Village Manager Burke stated leaf pickup ends December 1st.

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn.

Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:16 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk