

APPROVED
VILLAGE OF LAKE ZURICH BOARD OF TRUSTEES
REGULAR MEETING
70 East Main Street
Monday, February 4, 2013 7:00 p.m.

1. **CALL TO ORDER** by President Suzanne Branding at 7.00pm.
2. **ROLL CALL:** Village President Suzanne Branding, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich. Trustee Jeff Halen was absent and excused. Also present: Village Manager Jason Slowinski, Asst. Village Manager Roy Witherow, Village Attorney Scott Uhler, Building/Zoning Dir. Dan Peterson, Finance Dir. Jodie Andrew, I/T Dir. Michael Duebner, Public Works General Services Superintendent Mike Brown, Deputy Police Chief Kevin Finlon and Fire Chief Dave Wheelock. Police Chief Pat Finlon arrived later.

3. **PLEDGE OF ALLEGIANCE.**

4. **PUBLIC COMMENT.**

Carly Rubin, 1063 Markus Court, addressed the Board in regard the LZACC's Young Entrepreneurs program and a proposed activity, with her business partner, of a Dance Club, "Infinity", for 16-20 year olds. They would like to have a trial dance in late February or early March at the Trilogy Dance studios location. There was discussion with Ms. Rubin and the Board. The Board was polled and agreed to the request. President Branding advised Ms. Rubin to work with the Building and Zoning department.

Bill Leahy, 326 Whitney Road, addressed the Board on item #8D, the proposed water rate increase.

Mike Vujica, 35 Lake Zurich Drive and 22 Lakeview Place, addressed the Board on item #8D, the proposed water rate increase.

Jim Tarbet, 1195 Cedar Creek Drive, addressed the Board on an items on the agenda #10A, #6D, #8D.

Mary Mihilic, Kincaid Drive, addressed the Board on item #6 D, Parks Director to Parks Manager.

5. **PRESIDENT'S REPORT**

- A. **Community Update:**

SWALCO reminder on conservation.

Quentin Road Improvements – Open House 2/6/13 at Lake Zurich High School 5-7pm.

IDOT tollway information - traffic congestion link is on the Village of Lake Zurich's website.

Credit card payments are now available.

An announcement about Police Chief Pat Finlon will held when he arrives at the meeting.

6. **CONSENT AGENDA**

- A. **Minutes of the Village Board Meeting, January 21, 2013**

- B. **Bond Reduction for Zurich Meadows**

Summary: The Engineering staff has reviewed the submitted bond reduction request and has inspected and approved the completed site improvements. Based on the aforementioned analysis, the Engineering Department concurs with the

request and recommends that Bond #105517108, in the amount of \$864,160.00, be reduced to \$86,416.00.

C. Final Acceptance of Meadow Wood Subdivision Public Improvements

Summary: The Engineering staff has reviewed the request from Pulte Homes for final acceptance of the public improvements and finds the improvements acceptable. The Engineering Department concurs with the request and recommends that Bond #5039298, in the amount of \$268,874.34 be returned. This reduction will conclude the two-year maintenance guaranty period.

D. Approval of Organizational Changes and Position Eliminations

Summary: Staff is recommending organizational and structural changes that are reflective of the Board's goal to increase operational efficiency and reduce operational expenditures. The following positions will be reclassified: Assistant Finance Director (Grade 12) to Accounting Supervisor (Grade 10); Executive Assistant (Grade 8) to Management Analyst (Grade 8); Parks Director (Grade 17) to Recreation Manager (Grade 13); and Planning Manager (Grade 12) to Village Planner (Grade 8). The following positions will be eliminated: Network Administrator and MIS Assistant. The total budgetary impact of all changes is an approximate annual cost savings of \$115,000.

Recommended Action: Motion made by President Branding, seconded by Trustee Sustich, to approve the Consent Agenda as presented.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

7. OLD BUSINESS

No old business at this time.

8. NEW BUSINESS

A. Ordinances Approving a Zoning Code Text Amendment and Special Use Permit for 715-717 Rose Road (The Fine Canine) (Trustee Mastandrea)

Summary: Monica Bedrosian is the business owner for the proposed dog training business at 717 Rose Road. The Applicant filed an application with the Village of Lake Zurich seeking the following approvals: (i) Zoning Code text amendment to permit SIC #0752 – Animal Specialty Services, Except Veterinary in the industrial zoning districts. (ii) Special use permit to allow Animal Specialty Services, Except Veterinary on the Subject Property. The Lake Zurich Plan Commission conducted a public hearing on January 23, 2013, and unanimously recommended that the Board of Trustees approve the Application, subject to the conditions stated in the approval ordinance.

Building/Zoning Dir. Dan Peterson stated that staff concurred with the recommendation and he answered the Board's questions.

Recommended Action: Motion made by Trustee Mastandrea, seconded by Trustee Poynton, to approve "An Ordinance Approving a Zoning Code Text Amendment to Add New Special Use for Animal Specialty Services and Facilities" and An Ordinance Approving and Granting Special Use Permit for 715-717 Rose Road (The Fine Canine)" Assign ORD. #2013-02-879 & #2013-02-880.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

B. Courtesy Review for the proposed Craft Distillery at 532 W. IL Route 22 (Trustee Mastandrea)

Summary: Jose L. Hernandez, the Applicant for proposed Copper Fiddle Distillery at 532 W. Il Route 22, requested a courtesy review with the Village of Lake Zurich seeking referral to the Plan Commission for the following approvals: (i) Zoning Code text amendment and (ii) Special use permit.

President Branding stated that Mr. Jose Hernandez was in attendance. Building/Zoning Dir. Dan Peterson reported that the staff concurred with the request for a courtesy review and he answered the Board's questions. Mr. Hernandez described the operations of the craft distillery and answered the Board's questions. The Board agreed to move this courtesy review to the Plan Commission.

C. Ordinance Granting Zoning Variation for Linden Subdivision Lots 4, 5, and 6 (Trustee Mastandrea)

Summary: Michael and Kimberly Schroeder are the applicants and owners of the vacant property of Lots 4, 5 and 6 in the Linden Subdivision. The Applicants filed an application with the Village of Lake Zurich seeking the following zoning code variations: (i) reduction of required corner side yard along Honey Lake Road for Lot 4 from 30 feet to 20 feet; (ii) allowance for driveway encroachment on conservancy soils on Lots 5 and 6. The Lake Zurich ZBA conducted a public hearing on January 17, 2013, and unanimously recommended that the Board of Trustees approve both applications for relief with the following condition; the Application for reduction of corner side yard requirements on Lot 4 reduce the side yard setback from 30 feet to 25 feet and not to 20 feet as requested.

Mr. Michael Schroeder addressed the Board on his request for the 20 foot reduction and he answered the Board's questions. The Board discussed the request.

Recommended Action: Motion made by Trustee Mastandrea, seconded by Trustee Rzeznik, to approve "An Ordinance Granting Variations for Lots 4, 5 and 6 Linden Subdivision." Assign ORD. #2013-02-881.

Trustee Sustich made an amendment to the motion to strike the words from the proposed Ordinance #2013-02-881, Section 2, lines 3 and 4, "to 25 feet and not". Atty. Uhler advised the Board. Trustee Rzeznik seconded the amendment to the motion.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

The vote on the original motion was then taken.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

D. Ordinance Approving Water Rate Increase for 2013 and 2014 (Trustee Rzeznik)

Summary: Following discussion of the need for water and sewer rate increases from the January 7, 2013 board meeting, staff has prepared an ordinance to increase water and sewer rates on May 1, 2013 and May 1, 2014. These increases will result in total rate increases for combined water and sewer service of 7.4% for the increase in 2013 and 8.0% for the increase in 2014. The increases are necessary to fund the operations of the water and sewer service and more significantly, critical repairs and maintenance of the aging infrastructure as identified in the 2013 Capital Improvement Plan.

Finance Dir. Jodie Andrew gave an explanation of the proposed water rates and answered the Board's questions. The Board discussed the proposed increases.

Recommended Action: Motion made by Trustee Rzeznik, seconded by Trustee Mastandrea, to approve "An Ordinance Amending the Lake Zurich Municipal Code Related to Water and Sewer Rates" Assign ORD. 2013-02-882.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

E. Toshiba Business Systems Copier Lease Agreement (Trustee Rzeznik)

Summary: Staff published an RFP document for multi-function copiers and received 11 responses. An analysis of the materials and discussion with various vendors as well as a check of references determined that Toshiba Business Systems offered a 5-year lease for 11 copiers for \$1,265.25 per month, a 50% savings over the previous lease.

I/T Dir. Michael Duebner reported on the agreement.

Recommended Action: Motion made by Trustee Rzeznik, seconded by Trustee Sustich, to approve a Resolution authorizing the Village to enter a lease and maintenance agreement with Toshiba Business Systems. Assign RES. #2013-02-08A.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

F. Agreement to Provide Police Dispatch Services to the Village of Island Lake (Trustee Sustich)

Summary: The Village of Island Lake was exploring the possibility of outsourcing their dispatch services. In an analysis of the Island Lake Police Department's activity, it was determined that the Lake Zurich PSAP could accommodate the increased activity without the need for expansion of facilities or hiring additional staff.

Police Chief Finlon reported that it was a good opportunity for the village and the department.

Recommended Action: Motion made by Trustee Sustich, seconded by Trustee Sprawka, to approve the agreement with the Village of Island Lake to provide Police Dispatch Services.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

G. Semi-Monthly Warrant Register Dated February 4, 2013, Totaling \$436,579.74
(Trustee Rzeznik)

Finance Dir. Jodie Andrew stated that there were no changes.

Recommended Action: Motion made by Trustee Rzeznik, seconded by Trustee Poynton, to approve the semi-monthly warrant register dated February 4, 2013, totaling \$436,579.74

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

President Branding returned to the President's Report to read a press release in regards the certification of Police Chief Patrick Finlon by the Illinois Association Chief's of Police.

9. TRUSTEE REPORTS

Trustee Poynton addressed the comments by Marry Mihilic at Public Comments.

10. VILLAGE MANAGER'S REPORT

A. Bi-weekly Departmental reports as of January 25, 2013. Village Manager Jason Slowinski highlighted some items on the agenda (organizational changes, copiers, dispatch) which will result in the savings of approximately \$250,000 with no impact to the residents. Administration is looking at additional ways to cut costs.

11. ATTORNEY'S REPORT

There was none.

12. DEPARTMENT HEAD REPORTS

A. Fire Chief : Earthquake Preparedness. Chief Wheelock reported on the handout he had given the Board which will be posted on the Fire Dept.'s website.

B. Building and Zoning Director: 4th Quarter Vacancy Report. Building/Zoning Dir. Dan Peterson explained the report.

C. Police Chief Finlon recognized the LZHS Girls Bowling team which is heading to the State championships this weekend.

13. EXECUTIVE SESSION (5 ILCS 120/2(c)(1)), (5 ILCS 120/2(c)(11)), and (5 ILCS 120/2(c)(21)) to discuss personnel and litigation, and approval of Executive Session minutes dated December 3, 2012 and December 17, 2012

Motion to adjourn to Executive Session made by President Banding, seconded by Trustee Poynton.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

Meeting adjourned at 8.46pm.

Meeting reconvened at 9.25pm.

Meeting called to order by President Suzanne Banding.

ROLL CALL: Village President Suzanne Branding, Trustee Terry Mastandrea, Trustee Tom Poynton, Trustee Dana Rzeznik, Trustee Jonathan Sprawka, and Trustee Rich Sustich. Trustee Jeff Halen was absent and excused. Also present: Village Manager Jason Slowinski, Village Attorney Scott Uhler and Interim H.R. Manager Doug Gibson.

14. ADJOURNMENT

Motion to adjourn the meeting made by Trustee Sprawka seconded by Trustee Sustich.

AYES: 5 Trustees Mastandrea, Poynton, Rzeznik, Sprawka, Sustich.

NAYS: 0

ABSENT: 1 Trustee Halen.

MOTION CARRIED.

Meeting adjourned at 9.26pm.

Respectfully submitted: Kathleen Johnson, Village Clerk.

Approved by:

/s/Suzanne K. Branding, Village President.

2/20/13