

VILLAGE OF LAKE ZURICH

Board of Trustees
70 East Main Street



Monday, April 19, 2021 7:00 p.m.

VIRTUAL ONLINE MEETING

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AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jim Beaudoin, Trustee Mary Beth Euker, Trustee Janice Gannon, Trustee Marc Spacone, Trustee Jonathan Sprawka, Trustee Greg Weider.
3. **PUBLIC COMMENT**
This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Board of Trustees. Public Comment is limited to 30 minutes total and 5 minutes per speaker. Written testimony and comments submitted to info@lakezurich.org prior to the start of the meeting will be read into the record.
4. **PRESIDENT'S REPORT / COMMUNITY UPDATE**
(This is an opportunity for the Mayor to report on matters of interest to the Village.)
5. **CONSENT AGENDA**
(These titles will be read by the Village Clerk and approved by a single Roll Call Vote. Any item may be pulled from the Consent Agenda for discussion by any member of the Board).
 - A. **Approval of Minutes of the Village Board Meeting, April 5, 2021**

- B. Approval of Semi-Monthly Warrant Register Dated April 19, 2021 Totaling \$296,888.81**

- C. Resolution Declaring Certain Property as Surplus Property and Authorizing Its Sale** (Assign Reso. # 2021-04-059)

Summary: The Village owns a small 0.185-acre parcel of land at 224 East Illinois Route 22 which was transferred to the Village by the Illinois Department of Transportation in December 2004 during the construction of the Route 22 bypass. The parcel does not facilitate any tangible redevelopment opportunity for the Village and therefore Staff recommends it be sold to the highest bidder for development of a single-family house or office building.

- D. Agreement with Schroeder Asphalt Services for 2021 Patching Program in the Amount Not-to-Exceed \$100,000**

Summary: The 2021 Village budget includes \$100,000 in the Non-Home Rule Sales Tax Fund for the annual pavement patching program. The Village has historically participated in a cooperative bid arrangement with several other municipalities in order to secure a more competitive price. This year's program was administered by the Municipal Partnership Initiative, which opened bids on April 6, 2021 and resulted in Schroeder Asphalt Services of Huntley, IL being the most competitive bid.

- E. Ordinance Amending the Village of Lake Zurich Municipal Code to Update the Provisions of Title 3, Chapter 5, Section 10 Imposing a Municipal Cannabis Retailers' Occupation Tax** (Assign Ord. # 2021-04-408)

Summary: The Village adopted Ordinance #2020-12-393 on December 21, 2020 enacting a 3% local tax on the sale of adult use recreational cannabis, should a dispensary decide to locate in Lake Zurich in the future. The Illinois Department of Revenue is requesting an amended ordinance to revise minor provisions which are not consistent with the Municipal Cannabis Retailers' Occupation Tax Law.

- F. Agreement with Insituform Technologies USA for 2021 Sanitary Sewer Lining Project in the Amount Not-to-Exceed \$1,500,000**

Summary: The 2021 Village budget includes \$1.5 million in the Water and Sewer Fund for this infrastructure investment. To minimize the risk of future emergency collapse of sanitary sewer infrastructure, the Village retained American Underground in 2017 to conduct closed-circuit television inspection and evaluation of the municipal sanitary sewer system.

The 2020 sanitary sewer lining program was postponed due to scheduling conflicts and staffing concerns associated with the pandemic. Competitive bids were received on April 2, 2021, which resulted in Insituform Technologies USA, LLC of Chesterfield, Missouri being the most competitive bid at \$1,352,326. The requested not-to-exceed amount of \$1.5 million includes a 7% project contingency as well as engineering and design expenses.

G. Special Event Request for Ancient Oaks Mighty Oaks Celebration at Paulus Park on September 19, 2021

Summary: According to Village Special Event Guidelines, private events requiring park use with attendance over 100 must be approved by the Park and Recreation Advisory Board and the Village Board. Ancient Oaks is requesting use of the Paulus Park Chalet and Shelter A for its Mighty Oaks Celebration event, scheduled for September 19, 2021 from 10:00 am – 6:00 pm.

H. Updated Agreement with J & M Displays for July 4, 2021 Fireworks

Summary: The Village's three-year fireworks contract with J & M Displays was set to expire after the 2020 Independence Day celebration, which was cancelled due to the pandemic. J & M Displays has stored the Village's purchased fireworks products for the anticipated display at Paulus Park on Sunday, July 4, 2021. They have sent the Village an updated agreement and addendum for review and approval.

- In the proposed agreement, if the Village were to postpone the fireworks display to 2022, J & M Displays would be entitled to 15% (\$4,500) of the total contract price in addition to the original \$30,000.
- If the Village were to postpone the July 4th display and reschedule to an alternative date in 2021, there would be no additional fees assessed.
- If the Village were to cancel the fireworks display altogether and not reschedule it, J&M Displays would be entitled to 20% of the total contract price (\$6,000).

At the April 13, 2021 Park and Recreation Advisory Board meeting, members voted in favor of approval of the proposed agreement with the balance of the agreement to be paid at the time of service on July 4, 2021.

I. Agreement with Patriot Pavement Maintenance for 2021 Crack Sealing Program in the Not-to-Exceed Amount of \$50,000

Summary: The 2021 Village budget includes \$50,000 Motor Fuel Tax Fund for preventative street maintenance. A crack sealing program is typically introduced three to five years after a street is resurfaced and can add 10 years to the life of a street. The Village has historically participated in a cooperative bid agreement with other municipalities through the Lake County Municipal League. The original LCML crack sealing program was bid on March 18, 2020, with an option to extend the contract for two additional consecutive years. On January 6, 2021, the LCML approved year one of two (1 year) extensions.

Recommended Action: A motion to approve the Consent Agenda as presented.

6. OLD BUSINESS

(This agenda item includes matters for action by the Board of Trustees).

None at this time.

7. NEW BUSINESS

(This agenda item includes matters coming to the Board of Trustees for discussion and possible action).

A. **Courtesy Review with Journey Cremation for the Establishment of Direct Cremation Services at 708 Telser Road** (Trustee Beaudoin)

Summary: Mr. Paul Chapman, associated with Journey Cremation is proposing the establishment of direct cremation services at 708 Telser Road in the Lake Zurich Industrial Park. The Applicant seeks to occupy a 1,653 square-foot tenant space at the subject property. The land use for crematories is not provided for in the *I-Industrial Zoning District* and as such would require a text amendment to the Zoning Code to be allowed.

“Direct Cremation” by definition, takes place when the deceased is taken directly into the care of the crematorium without any visitation or funeral service. Upon completion of the process, the remains are either delivered by the company or returned via USPS mailing protocol back to the source such as the funeral home or directly to the deceased successors.

Recommended Action: This is a non-voting item at this time. The business owner and Village Staff seek to understand the Board’s preferences towards the proposal.

B. **Implementation of a Non-Motorized Watercraft Season Pass for Lake Zurich Residents to Access the Lake** (Trustee Weider)

Summary: The Village of Lake Zurich has traditionally offered daily non-motorized boat permits for residents only during the boating season, which runs each year from April 1st to October 1st. This allows residents to enjoy the lake by launching watercraft from Paulus Park, including kayaks, canoes, paddle boats, windsurfers, row boats, and long boards. Daily usage permits for non-motorized boat access cost \$5 and are available at the Barn during normal business hours or Paulus Park Beach during hours of operation.

Staff has received several requests over the past few years inquiring about a season pass, in addition to the daily pass. At the February 9, 2021 Park and Recreation Advisory Board meeting, members voted in favor of implementing a non-motorized watercraft season pass for Lake Zurich residents only with a fee of \$25 per watercraft.

Recommended Action: A motion to approve the implementation of a non-motorized watercraft seasons pass for Lake Zurich residents accompanied by a \$25 fee per watercraft.

8. TRUSTEE REPORTS

(This is an opportunity for Trustees to report on matters of interest to the Board of Trustees).

9. VILLAGE STAFF REPORTS

(This is an opportunity for the Village Manager or Department Heads to report on matters of interest to the Board of Trustees).

A. Monthly Data Metric Reports

10. EXECUTIVE SESSION called for the purpose of:

- 5 ILCS 120 / 2 (c) (21) approval of executive session minutes

11. ADJOURNMENT

(Next regularly scheduled Village Board meeting on Monday, May 3, 2021)

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at 847.438.5141 (TDD 847.438.2349) promptly to allow the Village to make reasonable accommodations for those individuals.