

APPROVED MINUTES  
VILLAGE OF LAKE ZURICH  
Board of Trustees  
70 East Main Street



Monday, February 3, 2025 7:00 p.m.

- . **CALL TO ORDER** by Mayor Thomas M. Poynton at 7.00pm.
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Mary Beth Euker, Trustee William Riley, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider. Trustee Jake Marx was absent and excused. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Michael Duebner, Village Atty. Scott Uhler, Police Chief Steve Husak, Fire Chief Dave Pilgard, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown, Planner Colleen McCauley, Building Super. David Modrzejewski and Fire and Police Commissioners, Mike Hilt, John Kelly and Marty Bush.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**  
There were none.
5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**  
Advice and Consent of Trustees to reappoint for a 3-year term to the Board of Fire and Police, Commissioners Mr. John Kelly and Mr. Marty Bush. Mayor Poynton gave background information on the two Commissioners and asked the Board for consent on the candidates.  
A motion was made by Mayor Poynton, seconded by Trustee Weider, to approve the reappointment of Fire and Police Commissioners with terms ending in 4/2027 for John Kelly and 4/2028 for Marty Bush.  
AYES: 5 Trustees Euker, Riley, Spacone, Sugrue, Weider.  
NAYS: 0  
ABSENT: 1 Trustee Marx.  
**MOTION CARRIED**  
Promotion of Lieutenant Clayton Booth to Captain/Shift Commander. Fire Chief Pilgard introduced Clayton Booth and Mayor Poynton gave the Oath of Office. Cpt. Booth was pinned by his wife.  
Promotion of Firefighter/Paramedic Jason Kraus to Lieutenant/Paramedic. Lt. Jason Kraus was given the Oath of Office by Mayor Poynton and he was pinned by his wife.  
Swearing in of Jason O'Donnell as Firefighter/Paramedic. Fire Chief Pilgard welcomed FF/PM O'Donnell and the Oath of Office was given by Mayor Poynton and he was pinned by his mother.

6. **CONSENT AGENDA**

- A. **Approval of Minutes from the Village Board Meeting of January 21, 2025**
- B. **Approval of Executive Session Minutes from the Village Board Meeting of December 2, 2024**

- C. **Approval of Semi-Monthly Warrant Register Dated February 3, 2025 Totaling \$1,103,618.00**

- D. **Ordinance for Variation Granting Relief from the Maximum Fence Height Requirements in the Interior Side and Rear Yard at 1265 Country Club Road ORD. #2025-02-601**

**Summary:** The applicants Mr. Wiktor Kolanko and Ms. Aleksandra Kopania request a zoning variation to allow for a six-foot (6') high fence for the property at 1265 Country Club Road. The Planning and Zoning Commission held a public hearing on January 15, 2025 and voted 6-0 in favor of approval of the variation. Staff recommends approval of the ordinance for the variation granting a relief from the maximum fence height.

- E. **Agreement with Milieu Landscaping for the 2025 Landscape Bed Maintenance Program in the Amount Not-to-Exceed \$114,300**

**Summary:** The FY 2025 budget includes \$114,300 in funding for the annual Landscape Bed Maintenance Program for Village owned facilities and landscaped areas. Staff solicited bids in November 2024 for the Landscape Program and received five bids. Staff recommend a contract with Milieu Landscaping in total expenditure amount not-to-exceed \$114,300.

- F. **Agreement with Yellowstone Landscape for the 2025 Mowing Program in the Amount Not-to-Exceed \$246,700**

**Summary:** The FY 2025 budget includes \$246,700 in funding for the Mowing Program for Village owned facilities and grounds. Staff solicited bids for the Mowing Program and received five bids. Staff recommend a contract with Yellowstone Landscape in total expenditure amount not-to-exceed \$246,700.

- G. **Authorization to Purchase an Ambulance from Foster Coach in the Amount Not-to-Exceed \$379,548**

**Summary:** The Fire Department operates four front line prime response ambulances within the Village and Rural Fire Protection District. The 2025 Community Investment Plan (CIP) identifies \$500,000.00 for replacement of the oldest ambulance in FY2028. Due to the expected delivery of a fire engine in FY2028, the ambulance has been moved to FY2027. Staff requests the authorization to purchase a 2025 Ford F-550/Horton 623 ambulance from Foster Coach in the amount not-to-exceed \$379,548.

- H. **Authorization to Purchase Two Ford Police Interceptor Utility Vehicles from Curie Motors in the Amount Not-to-Exceed \$122,000**

**Summary:** The FY 2025 budget contains \$122,000 to replace and equip two police vehicles. Currently, two vehicles have met the replacement criteria and have been planned for replacements in the Community Investment Plan. Staff requests the approval to purchase two 2025 Ford Police interceptor Utility vehicles in the amount of \$92,000 from Curie Motors, with the total purchase not-to-exceed \$122,000.



I. **Authorization to Purchase Five 2025 Ford Pickup Trucks from Currie Motors in the Amount Not-to-Exceed \$338,000**

**Summary:** The FY 2025 budget contains \$338,000 to replace and equip three pickup trucks and add equipment to two additional pickup trucks in the Public Works Department. The three trucks being replaced have met the replacement criteria per the Community Investment Plan and will be sent to auction. Staff requests the approval to purchase five 2025 Ford pickup trucks and equipment from Currie Motors in the amount not-to-exceed \$338,000.

J. **Resolution Approving Public Release of Executive Session Meeting Minutes of the Lake Zurich Village Board of Trustees RES. #2025-01-090**

**Summary:** The Village is obligated to periodically review Executive Session minutes to determine if any can be released for public access. On January 20, 2025, the Village Board convened in an executive session to review these minutes. Staff proposes to approve the proposed Resolution that specifies which Executive Session minutes the Board has agreed to either keep confidential or release to the public.

K. **Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Lake Zurich ORD. #2025-02-602**

**Summary:** Staff has identified pieces of equipment that are not in working order, would require repairs in excess of present market value, or are obsolete.

Trustee Spacone enquired about the Agenda Item #6D and staff answered the question.

**Recommended Action:** A motion was made by Trustee Riley, seconded by Trustee Sugrue, to approve the Consent Agenda as presented.

AYES: 5 Trustees Euker, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Marx.

MOTION CARRIED.

7. **OLD BUSINESS**

A. **Ordinance Granting Approval of a Planned Unit Development, Amendment to the Official Zoning Map, Preliminary Plat, Development Concept plan, Special Use Permits and Modifications to the Zoning and Land Development Code for a Residential Subdivision Known as Meadow Wood East Ord. #2025-01-600**

**Summary:** Applicants Mr. Mike Naumowicz with Mr. Kirk Rustman requests approval to amend their petition for a Planned Unit Development associated with the subdivision known as Meadow Wood East located at Manchester Road. The PZC had recommended approval of the petition at the conclusion of their public hearing process on October 16, 2024.

This request is provided as an amendment to the report discussed at the January 6, 2025 Village Board meeting. The application was continued to allow the developer to address issues raised by the Village Board regarding the impacts on the existing residential neighborhood to the south.

The Applicant has submitted a revised site plan to address the Village Board's questions. Changes include repaving Manchester Road; improving storm water management in compliance with current Lake County requirements; adding a six-foot high composite fence with landscaping to screen the residences to the

south, and building new homes with designs focusing on energy efficiency and sustainability.

After reaching out to area builders and developers, the Applicant determined that building the homes themselves was the best approach to controlling design consistency and scheduling. The Applicant provided five (5) new single-family models to be offered for construction on the 15 lots. Aspect Design Inc. has been retained for their architectural services to work with potential buyers to finalize the design of each home, prepare permit documents and coordinate construction until completion. The designs for the models are attached with their proposal.

The Applicant proposes completing the site work and road resurfacing within two years of the issuance of the Site Improvement Engineering Permits. The Applicant then anticipates completing the construction of the 15 new single-family homes within two years after the completion of the site improvements.

The approval ordinance has been updated to reflect the changes to the development proposed by the Applicant as reflected in the conditions for approval. For reference, the updated conditions for approval of the PUD are reiterated below.

Dir. Of Community Development Sarosh Saher introduced Mike Naumowicz and Kirk Rustman, developers and Jeffrey Letzter of Aspect Design Inc. Mr. Naumowicz gave a brief PowerPoint update on the changes and Mr. Letzter highlighted the five designs being presented. Mayor Poynton asked about the possibility of having the majority of ranch homes of the 15 lots. Mr. Letzter stated that the exteriors designs of ranch homes can be modified to avoid "look alike". The developers were asked about start date, conclusion time, price line, basements, contacting neighbours. Mike Naumowicz stated that they will start on infrastructure, prices will be \$600k + , have 24 months from issuance of 1<sup>st</sup> permit, there will be walkout basements. Dir. Saher assured the Board that the same design is avoided being repetitive.

**Recommended Action:** A motion was made by Trustee Spacone, seconded by Trustee Riley, to approve Ord. #2025-01-600 Granting a Planned Unit Development for the Residential Subdivision Meadow Wood East.

AYES: 4 Trustees Riley, Spacone, Sugrue and Mayor Poynton.

NAYS: 2 Trustees Euker, Weider.

ABSENT: 1 Trustee Marx.

MOTION CARRIED.

8. **NEW BUSINESS – no items**

9. **TRUSTEE REPORTS**

No reports.

10. **VILLAGE STAFF REPORTS**

Community Services Dir. Saher introduced Building Super. David Modrzejewski who recently joined the Village of Lake Zurich staff.



11. ADJOURNMENT

A motion to adjourn the meeting was made by Trustee Euker, seconded by Trustee Sugrue.

AYES: 5 Trustees Euker, Riley, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 1 Trustee Marx.

MOTION CARRIED.

The meeting adjourned at 7.49pm

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved by:

  
\_\_\_\_\_  
Mayor Thomas M. Poynton

2-19-2025  
Date.