

APPROVED MINUTES  
VILLAGE OF LAKE ZURICH

Board of Trustees  
70 East Main Street



Monday, June 2, 2025 7:00 p.m.

1. **CALL TO ORDER:** by Mayor Tom Poynton at 7.00pm
2. **ROLL CALL:** Mayor Thomas Poynton, Trustee Jake Marx, Trustee Marc Spacone, Trustee Roger Sugrue, Trustee Greg Weider. Trustees Sujatha Bharadwaj and Trustee William Riley were absent and excused. Also in attendance: Village Manager Ray Keller, Asst. Village Manager Michael Duebner, Atty. Scott Uhler, Finance Dir. Rita Kruse, Police Chief Steve Husak, Dir. Of Community Development Sarosh Saher, Public Works Dir. Mike Brown.
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**

There were none.

5. **PRESIDENT'S REPORT / COMMUNITY UPDATE**

Proclamation – Gun Violence Awareness Day was read by Mayor Poynton.

6. **CONSENT AGENDA**

- A. Approval of Minutes from the Village Board Meeting of May 19, 2025
- B. Approval of Executive Session Minutes from the Village Board Meeting of April 7, 2025
- C. Approval of Semi-Monthly Warrant Register Dated June 2, 2025 Totaling \$2,161,141.67
- D. Ordinance Granting a Variation for a Front Porch at 17 Lake Street ORD. #2025-06-612

**Summary:** Mr. Ronald Vindell has filed a zoning application for a variation for a front porch located at 17 Lake Street. The property is located within the Village's R-5 Single-Family Residential District that requires porches be located no less than 25 feet from any front lot line. The proposed plan provides that the porch will be constructed 11 feet from the front lot line which will encroach into the front yard setback by 14 feet and run along the entire length of the front of the home.

At their May 21, 2025 meeting, the Planning and Zoning Commission commended approval of the variation for the front porch setback. Staff recommends approval of the ordinance granting the variation.

- E. Ordinance Granting a Variation for an Outside Stairway at 287 Sunrise Lane ORD. #2025-06-613

**Summary:** Ms. Jerrett Sita has filed a zoning application for a variation to allow the construction of an outside stairway within the front and side yard setbacks. The home on the property was completed in the early part of 2025 and had met requirements of the zoning code. Upon final inspection of the site, Village staff found work completed without permits including an outside stairway installed within the side yard setback, expansion of the driveway and reconfiguration of the retaining wall into the side yard setback. Staff will assess applicable fines for the work completed without prior permit approval and will inspect for compliance with all other applicable codes and ordinances.

The Planning and Zoning Commission meeting on April 16, 2025 recommended approval of the variation request for the outside stairway built, to remain as constructed. Staff recommends approval of the ordinance granting the variation.

**F. Agreement with Chicagoland Paving for the 2025 Patching Program in the Amount Not-to-Exceed \$150,000**

**Summary:** The FY 2025 budget includes \$150,000 in the Non-Home Rule Sales Tax fund for the 2025 Patching Program. To ensure cost-effective street maintenance, the Village participates in a cooperative bid agreement through the Municipal Partnership Initiative (MPI). The MPI Pavement Patching Program was bid on March 24, 2025, yielding six bids. Staff recommends awarding a contract for the 2025 Patching Program to Chicagoland Paving Contractors in the amount not-to-exceed \$150,000.

**G. Agreement with Pipeview America for Extension of the 2025 Sanitary and Storm Sewer Televising Contract in the Amount Not-to-Exceed \$100,000**

**Summary:** The FY 2025 budget includes \$100,000 in the water and sewer fund for televising Village infrastructure. Closed-circuit television inspection is the most cost efficient and effective method to inspect the internal conditions of underground utilities.

The current televising contract was bid in 2023 as a one-year contract, with the option to extend for two additional years. A bid opening on September 20, 2023 yielded five bids. Staff recommends extending the contract for the final year for the 2025 Sewer Televising Inspection project to Pipeview America in the amount not-to-exceed \$100,000.

**H. Agreement with Layne Christensen Company to Repair Well No. 8 in the Amount Not-to-Exceed \$119,675**

**Summary:** During normal operations on April 9, 2025, the motor protection for Well No.8 pump motor tripped indicating a locked rotor condition. The well is currently out of service to determine if the locked rotor is within the submersible pump or the motor.

Layne Christensen Company as the sole provider of parts and service for the pumping assembly of the well has provided a partial Phase 1 cost estimate for inspection and diagnosis of the pumping equipment. A phase 2 cost estimate and updated project totals will be provided after inspection and diagnosis for board approval.

Staff recommends authorizing the phase 1 proposal from Layne Christensen Company to inspect and diagnose the pumping equipment from Well No. 8 in the amount not-to-exceed \$119,675.

I. **Ordinance Amending Chapters of Title 8 of the Lake Zurich Municipal Code**  
ORD. #2025-06-614

**Summary:** From time to time, staff review the codes to ensure they are updated, accurate, and serve the needs of the community. Staff have filed an application for amendments to the text of the Lake Zurich Municipal Code to amend sections of Zoning Code Chapter 8-11-1. The proposed amendment changes the maximum allowable height of fences in interior side and rear yards from five feet to six feet, to accommodate fences that are more commonly available commercially and are considered adequate for residential privacy.

The Planning and Zoning Commission held a public hearing on May 21, 2025 and voted unanimously in favor of the proposed amendment. Staff recommend approval of the ordinance enacting the code amendment.

J. **Agreement with Patriot Pavement Maintenance for the 2025 Crack Sealing Program in the Amount Not-to-Exceed \$60,000**

**Summary:** The FY 2025 budget includes \$60,000 in the Motor Fuel Tax fund for preventative street maintenance. The bid opening for the crack sealing program occurred on March 27, 2025 with the Village receiving two bids. Staff recommends awarding a contract for the 2025 Crack Sealing Program to Patriot Paving Maintenance in the amount not-to-exceed \$60,000.

Trustee Spacone asked Public Works Dir. Brown about Agenda Item 6H and the issue of the “sole provider”. Dir. Brown stated in the future, after the start of Lake Michigan water supply, the village should be able to have more competitive bidding for wells 8 and 12.

**Recommended Action:** A motion to accept the Consent Agenda as presented was made by Mayor Poynton, seconded by Trustee Marx.

AYES: 4 Trustees Marx, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 2 Trustees Bharadwaj, Riley.

MOTION CARRIED.

7. **NEW BUSINESS – None at this time.**

8. **TRUSTEE REPORTS**

There were none.

9. **VILLAGE STAFF REPORTS**

There were none.

10. **EXECUTIVE SESSION called for the purpose of:**

5 ILCS 120 / 2 (c) (21) review of executive session minutes; 5ILCS 120 / 2 (c) (5) Purchase or Lease of Real Estate and 120 / 2 (6) setting price for sale/lease of real estate

A motion was made by Trustee Spacone, seconded by Trustee Marx, for the purpose of: 5 ILCS 120 / 2 (c) (21) review of Executive Session minutes, 5ILCS 120 / 2 (c) (5) Purchase or Lease of Real Estate and 5 ILCS 120 / 2 (6) setting price for sale/lease of real estate.

There will be no further business in Open Session.

AYES: 4 Trustees Marx, Spacone, Sugrue, Weider.

NAYS: 0

ABSENT: 2 Trustees Bharadwaj, Riley.

MOTION CARRIED.

The meeting moved to Executive Session at 7.08pm.

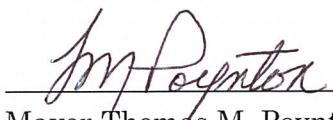
**11. ADJOURNMENT**

The Open and Executive Sessions adjourned at 7.37pm

Respectfully submitted:

Kathleen Johnson, Village Clerk.

Approved by:

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

6-17-2025

Date.