

CORRECTED*

LAKE ZURICH BOARD OF TRUSTEES

REGULAR MEETING

70 East Main Street

Monday, June 21, 2010, 7:00 p.m.

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

2. ROLL CALL:

Present: Village President Suzanne Branding, Trustee Jeff Halen, Trustee Jim Johnson, Trustee Tom Poynton, Trustee Jonathan Sprawka and Trustee Rich Sustich. Also present were Village Attorney Schlossberg, Village Administrator Vitas, Finance Director Zochowski, Public Works Director/Village Engineer Heyden, Fire Chief Mastandrea, Police Chief Finlon, Park and Recreation Director Perkins and Building/Zoning Director Peterson. Absent: Trustee Dana Rzeznik.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

No comments at this time.

5. PRESIDENT'S REPORT

A. Proclamation designating July as Park and Recreation Month.

B. Community Wide Blood Drive during Alpine Festival on July 24, 2010 at American Legion, Lions Drive.

Partners include LifeSource, Village of Lake Zurich, Lake Zurich Rotary, Lake Zurich Lions Club, Lake Zurich American Legion Post 964, Lake Zurich Area Chamber of Commerce, Advocate Good Shepherd Hospital, Ela Area Public Library, Foglia YMCA and St. Francis de Sales Church.

C. Appointments to various boards and commissions

President Branding would like to appoint Mike Karija as Vice Chairman, Park and Recreation Advisory Board for one year and Mark Ernst as member to the Police Pension Board, term expiring April 30, 2012.

After discussion, it was decided that a roll call vote was in order.

MOTION made by Trustee Johnson, seconded by Trustee Sustich to approve the appointments.

AYES: 1 Trustee Johnson
NAYS: 1 Trustee Sustich
ABSTAIN: 3 Trustees Halen, Poynton and Sprawka
ABSENT: Trustee Rzeznik
MOTION NOT CARRIED

6. CONSIDERATION OF MINUTES

- A. Minutes of the Village Board Meeting, June 7, 2010.

Trustee Sprawka stated the last name Legas under Public Comment is spelled Ligas.

Upon voice vote the minutes were approved as corrected.

7. OLD BUSINESS

No items at this time.

8. NEW BUSINESS

- A. Semi-Monthly Warrant Register Dated June 21, 2010, Totaling \$1,019,243.67. (Trustee Halen)

MOTION made by Trustee Halen, seconded by Trustee Poynton to approve the semi-monthly warrant register dated June 21, 2010, totaling \$1,019,243.67.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich
NAYS: 0
ABSENT: 1 Trustee Rzeznik
MOTION CARRIED

- B. Engagement letter for Village Attorney. (President Branding)

Summary: The engagement letter with Zukowski, Rogers, Flood and McArdle specifies the terms of engagement with the Village in a manner consistent with the RFQ and their proposal. It also specifies the manner under which either party may terminate the relationship.

Village Attorney Schlossberg responded to questions and comments from the Board. Per Village Attorney Schlossberg, a change will be made to the Engagement Letter regarding annual increases. Review will next be considered on May 1, 2011.

MOTION made by Trustee Poynton, seconded by Trustee Sustich to authorize the execution of the engagement letter with Zukowski, Rogers, Flood and McArdle for Village Attorney.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich
NAYS: 0
ABSENT: Trustee Rzeznik
MOTION CARRIED

C. Newsline, Summer edition. (President Branding)

Discussion and changes noted pertaining to the Financial Update section and mailing date.

MOTION made by Trustee Johnson, seconded by Trustee Sustich to approve the Newsline as changed to be mailed as soon as possible.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich
NAYS: 0
ABSENT: Trustee Rzeznik
MOTION CARRIED

D. Purchase of new two-ton dump truck, snow plow and salt spreader. (Trustee Sprawka)

Summary: The Village fleet has a 1997 International 4900 that has exceeded its useful life and was scheduled for replacement since FY 2009. The State Joint Purchasing Contract allows for the cab and chassis to be purchased from Prairie International. To maximize efficiency, the Village utilizes Bonnell Industries as a single source provider for the purchase of the snow plow, snow plow hitch and salt spreader to allow this equipment to be easily interchanged between vehicles. The expected delivery of the completed truck is late December or early January, 2011.

MOTION made by Trustee Sprawka, seconded by Trustee Johnson to approve the purchase of a 2011 International 7400 from Prairie International in the amount of \$112,946.00 off the State purchasing contract; and to waive bids and purchase the snow plow, snow plow hitch and salt spreader from Bonnell Industries in the amount of \$17,559.30; for a total purchase of \$130,505.30.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich
NAYS: 0
ABSENT: Trustee Rzeznik
MOTION CARRIED

E. Purchase of Mobile Eyes Computer System. (Trustee Rzeznik)

Summary: The purchase of the Mobile Eyes permit and building inspection solution software from TradeMaster, Inc. will enable Building and Zoning, Engineering and Fire Prevention Bureau to all operate on the same software system for plan reviews, permits and inspections. TradeMaster, Inc. is a sole source provider. Software licenses, hardware and training costs total \$41,142.

Discussion regarding efficiency, streamlining of processes and savings.

Motion by Trustee Poynton, seconded by Trustee Sustich, to approve the purchase of the Mobile Eyes solution software in the amount of \$41,142.00 from TradeMaster, Inc.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich

NAYS: 0

ABSENT: Trustee Rzeznik

MOTION CARRIED

F. Amendments to Municipal Code regarding Liquor Commission. (President Branding)

Summary: The proposed ordinance revises the liquor control ordinance to bolster the Liquor Commissioner's powers so that in addition to existing penalties, the liquor licensee may be held responsible for the Village's costs of prosecution, including court report, reasonable attorney's fees for the hearing officer and/or prosecuting attorney and any other costs such as subpoenas for any witnesses at hearings. These amendments also clarify the hearing procedures before the Liquor Commission and expand the appeal process to apply to all decisions by the Commissioner.

MOTION made by Trustee Johnson, seconded by Trustee Halen to approve An Ordinance Amending Section 3-3E-2 of the Lake Zurich Municipal Code Regarding Hearings Before the Liquor Commissioner subject to review by Village Attorney Schlossberg. (Assign ORD. 2010-06-721)

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich

NAYS: 0

ABSENT: Trustee Rzeznik

MOTION CARRIED

9. TRUSTEE REPORTS

Trustee Halen commented on the proposed future business to reside at the current post office site and Director Peterson advised that information will be posted on the website.*

Trustee Sustich suggested feedback regarding measurable improvements gained from the park and recreation areas pertaining to the designation of July as Park and Recreation Month by the State of Illinois.

Trustee Sustich expressed concern regarding the Route 12 sanitary replacement project and the fact that the grants are not moving forward. It was noted that anyone in the community can write letters to the legislators. Director Heyden expressed hope

for August stimulus money and has received suggestions regarding other avenues to apply for grants.

10. ADMINISTRATOR'S REPORT

A. Space Utilization Analysis of Village Hall

Administrator Vitas presented his findings/recommendations to the Board and responded to comments/questions from the Trustees.

B. Purchasing Manual

Dan Laurila, Finance Department intern, highlighted the major bullet points of the newly created Purchasing Manual created in a collaborative effort by all departments and responded to questions. Director Zochowski responded to specific questions from the Board.

11. ATTORNEY'S REPORT

A. Village Clerk Referendum

Discussion regarding the Village Clerk to be appointed rather than elected. Village Attorney Schlossberg stated that action needs take place by the end of July. Board members requested more information from staff regarding job description and salary.

12. DEPARTMENT HEAD REPORTS

A. Building and Zoning Director Peterson: Economic Development Intern Report - 1) Update on current retail vacancy rate; and 2) Community Profile

Presentation by Jillian Tenebrini, Economic Development Intern. The Board thanked her for her hard work and interest in Lake Zurich, and made suggestions to assist with the final product.

B. Park and Recreation Director Perkins: Update on summer events, including July 3rd Independence Celebration at Paulus Park.

It was noted that the new fireworks date of July 3rd be highlighted more prominently in the Newsline and so noted by Village Administrator Vitas.

Director Heyden indicated that due to the recent storms any large tree debris can be brought to the curb and a call to the Village would be necessary to schedule a pickup.

It was announced that Rob Boyce, Lake Zurich Florist, has donated plants and flowers to decorate the downtown areas. President Branding expressed great thanks for his interest in the community.

13. CLOSED SESSION / ADJOURNMENT

MOTION made by Trustee Johnson, seconded by Trustee Sustich to recess into closed session to discuss matters related to review of closed session minutes, labor management, personnel matters and other matters if required and to adjourn immediately after the closed session without conducting further business.

AYES: 5 Trustees Halen, Johnson, Poynton, Sprawka and Sustich

NAYS: 0

ABSENT: Trustee Rzeznik

MOTION CARRIED

The meeting was adjourned at 10:03 p.m.

Respectfully submitted by: Debra E. Incardone, Acting Village Clerk

Approved by: /s/ Suzanne K. Branding, Village President 7-06-10