

These minutes are merely a summary and an attempt to reference comments that took place on the Board.

## VILLAGE OF BARRINGTON HILLS

Minutes of the Special Meeting of the Board of Trustees  
Thursday, September 4, 2014

President McLaughlin called the Meeting to order at 6:30 p.m. Roll Call.

### Present

Martin J. McLaughlin, President  
Fritz H. Gohl, President Pro Tem (absent)  
Joseph S. Messer, Trustee  
Karen S. Selman, Trustee  
Patty Meroni, Trustee  
Colleen Konicek, Trustee  
Michael Harrington, Trustee  
  
Police Chief, Michel Murphy  
Deputy Police Chief, Richard Semelsberger  
Patrick Bond, Temp. Village Attorney  
Robert Kosin, Village Administrator  
Dolores Trandel, Village Clerk

### Guests

Leslie Coolidge, resident  
James O'Donnell, resident  
Chet & Eve Perry, residents  
Jack Reich, resident  
Jean Maddrell, resident  
Dede Wamberg, resident  
Arnold Cernik, resident  
Chuck & Maureen Prettyman, residents  
Mary Naumann, resident  
Gisela Baltensperger, resident  
Chuck Meroni, resident  
Pamela Cools, resident  
Miryana Schubert, resident  
Kelly Mazeski, resident  
Steven D'Amore, resident

## **PUBLIC SESSION**

### **Pledge of Allegiance**

**PUBLIC COMMENTS:** Public Comments were given by the following:

Laura Foos, 90 Meadow Hill Road  
Steven D'Amore, 10 Steeplechase Road  
Dede Wamberg, 52 Brinker Road  
Jean Maddrell, 10 Ashbury Lane  
Bonnie Duresa, 1001 Plum Tree Road

Audio on these comments can be located at the Village Web Site – [www.vbhil.gov](http://www.vbhil.gov). Any written comments handed to the Village Clerk will be posted as an attachment to the Agenda packet.

Procedure for Soliciting Qualifications for Office of Village Attorney/Review of Submissions – Trustee Selman had two proposals 1.) that the Village President will evaluate and recommend not less than three Corporate Attorney's to the Board of Trustees and 2.) the Trustee Board shall determine the firm or person to be appointed as Village Attorney. In making this determination, the Board is not bound by the President's submissions, but reserves the right to reject all submissions and request additional Requests for Qualifications (RFQ). The Village President advised that there is statutory language on how the process is to take place. Temp. Village Attorney Bond confirmed that the legal authority under the Village Code provides, consistent with the Illinois Municipal Code, that the Village Attorney shall be appointed by the Village President with the advice and consent of the Board of Trustees. The process is that it is an appointment by the Village President with the advice and consent of the Board of Trustees.

Trustee Selman presented to the Board, the Village of New Haven's RFQ for Municipal Attorney Services and asked the Board to review this document and insert qualifications as they apply to the Village of Barrington Hills including their insurance requirements.

Trustee Messer motioned to reflect the language that Trustee Selman proposed, along with additional submitted language to the RFQ provided by the Trustees to be circulated before action. Trustee Selman seconded. Trustee Harrington stated that he would like to read the language before making any determination on it. Trustee Messer modified his motion that revised language be circulated for review and action be taken at a subsequent meeting. No roll was taken on the revised motion.

Trustee Meroni suggested looking at where the Village Attorney is located, the need for a flat fee for meetings and no fee for travel time.

Trustee Meroni stated that the final RFQ can have the Illinois Municipal League post it statewide and/or the Village can post it on our website.

Trustee Messer asked for a cutoff date and that the first paragraph must have a link to the Comprehensive Plan. The second paragraph should include Section 1-6-6 of the Village Code.

Trustee Selman asked that the RFQ should list all the different functions that need an attorney, such as the ABA, Police Pension and Plan Commission.

Trustee Harrington provided his suggested Criteria for Evaluation.

1. Experience serving municipalities of similar size and scope;
2. Experience of the individual identified to serve as Village Attorney;
3. Firm's experience with similar legal matters;
4. Response from references;
5. Any conflict of interest issues;
6. Any resource limitations or schedule conflicts;
7. Interviews/Presentations

Trustee Harrington proposed a four (4) step process to be utilized by the Board for the selection of the Village Attorney:

1. Solicit responses from prospective attorneys and firms for a RFQ;
2. Analysis of RFQ responses and selection of top three finalists;
3. Presentation by finalists and Q & A session;
4. Analysis and final selection by the Board of Trustees

Trustee Harrington motioned to proceed to solicit qualifications using his four step method. Trustee Messer seconded.

Each Trustee should identify a qualified attorney or firm and Administrator Kosin will send out invitations to the qualified candidates.

Trustee Harrington motioned to adopt the Criteria for Evaluation that he presented earlier in seven (7) Steps and the four (4) Steps for the selection of the Village Attorney. Trustee Messer seconded. All present said Aye.

**Motion Approved**

Trustee Konicek motioned to adjourn the Public Session at 8:24. Trustee Selman seconded. All present said Aye.

**Meeting Adjourned**

**Approved** \_\_\_\_\_