

# VILLAGE OF BARRINGTON HILLS

## Board of Trustees Meeting Minutes

Monday, October 23, 2017 ~ 6:30 pm

**President McLaughlin called the meeting to order at 6:31 pm**

### Present

- ❖ President Martin J. McLaughlin
- ❖ Trustee Colleen Konicek Hannigan
- ❖ Trustee Bryan C. Croll
- ❖ Trustee Michelle Nagy Maison
- ❖ Trustee Brian D. Cecola
- ❖ Trustee Paula Jacobsen
- ❖ Trustee Robert M. Zubak
- ❖ Chief Richard Semelsberger
- ❖ Village Administrator Robert Kosin
- ❖ Village Attorney Mary Dickson
- ❖ Village Treasurer Margaret Hirsch
- ❖ Village Clerk Anna Paul

### Audience

- ❖ Lou Anne Majewski
- ❖ Pauline Boyle

### Pledge of Allegiance

### Pinning of Officer Austin A. Thomas

Officer Austin A. Thomas has completed police academy training. At the Board meeting his wife pinned on his badge. He is now training in the Village with Senior Barrington Hills Officers.

McLaughlin thanked Officer Thomas' family for letting him protect the Village and its residents.

### Public Comments

- ❖ Lou Anne Majewski
- ❖ Pauline Boyle

### Motion Minutes September 25, 2017

Motion Zubak 2nd Maison

Board discussed that they did not have enough time to review the minutes.

### Table Minutes September 25, 2017 to November Board Meeting

Motion Konicek 2nd Croll

Voice Vote: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)

Nays 0

Absent 0

### MOTION TABLED

### Accept Village Treasurer's Report for September 2017

Motion Croll 2nd Konicek

Treasurer reported that we are through 75% of the Fiscal Year. The General Fund revenues are at 89% actual to budget. Revenues are trending high because most of the real estate taxes are collected. Telecom, traffic fines, supervision fines and police "c-tickets" are trending low. Expenses are at 82% actual to budget. Administration expenses are high because of telephone usage and telephone purchase accounts running over budget. The other departments are running below budget. All other funds are running below budget as well.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED**

**Accept Police Pension Board's Report for September 2017**

Motion Croll 2nd Konicek

Treasurer reported the fund is still trending below applicable benchmarks. The Pension Board hired a new fund manager, Graystone Consulting. Wall & Associates tendered their resignation, effective immediately. Now that the fund has reached the \$10m mark a larger percentage of the fund can be invested in high yield equities.

Roll Call: Ayes 6 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0  
Abstain 1 (Jacobsen)

**MOTION APPROVED**

**Approve Overtime Report for September 2017 Totaling \$13,070.86**

Motion Croll 2nd Konicek

OT is due to holiday, illness and prisoner watch coverage. Chief reviewed that he has been in preliminary discussion for the Village to utilize another community's holdings cells during after-hours, with the goal to reduce overtime call-ins required for prisoner monitoring.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED**

**Approve Bills for September 2017 Totaling \$877,018.20**

Motion Croll 2nd Maison

Treasurer reviewed select bills including a large invoice for the road program. Board asked for clarification.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED**

**Credit Card Policy**

Kosin reported that a credit card policy would be presented to the Board at the next meeting to include a public hearing.

**Roads & Bridges Report**

No report.

**Authorizing the Execution of Service Agreement with Oxcart Permit Systems, LLC, for the Provisions of Digital Application and Payment of Overweight Permits Required for Use of Village Roads**

Motion Cecola 2nd Maison

Paul reported that as a result of the agreement with Oxcart, the Village will soon be able to accept and approve overweight permits online. Currently, applicants are required to submit in person. There is no cost to the Village for utilization of this service.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED as Resolution 17 - 18**

**Adopting the 2017 Lake County All Natural Hazards Mitigation Plan by the Village of Barrington Hills**

Motion Croll 2nd Zubak

Kosin reviewed that the Village has previously adopted the plan, this is a renewal. Konicek asked if the change has been dramatic. Kosin reported that there is no significant change.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED as Resolution 17 - 19**

**Accept Public Safety Monthly Report**

As submitted.

**Approve Ordinance Authorizing Disposal of Personal Property Owned by the Village of Barrington Hills**

Motion Cecola 2nd Zubak

The Villages remaining Harley Davidson Motorcycle will be auctioned on eBay.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED as Ordinance 17 - 18**

**Permit Report**

As submitted.

**Enforcement Report**

As submitted.

**ZBA Monthly Report**

No report.

**Planning Monthly Report**

Plan Commission did not meet.

### **Insurance Monthly Report**

Zubak met with Lundstrom to get preliminary numbers; premiums are up 12.8% up over last year. The village has not received the health insurance numbers as of the meeting date.

### **Health, Environment, Building & Grounds Monthly Report**

Konicek brought forward that several residents have contacted her, thanking the Board for passing the waste lid ordinance.

### **Board of Health Report**

BOH did not meet.

### **Approve Resolution Authorizing the Execution of an Agreement with Gilcor Construction Corporation for the Repair of a Drain Cover on Village Property at 120 Algonquin Road**

Motion Zubak 2nd Maison

Kosin reported that the Barrington Countryside Fire Protection District has agreed to pay for half the repair cost.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

### **MOTION APPROVED as Resolution 17 - 20**

### **Pending Litigation Report**

Attorney noted that the Jason Strong settlement litigation was reported.

### **Personnel Report**

Nothing to report.

### **Director of Administration Succession Discussion**

McLaughlin announced that Administrator Robert Kosin has indicated that he is interested in retiring effective January 1, 2018. He has agreed to work in an advisory manner for a period of two years; the format yet to be determined. The job will be posted on the Village website shortly.

McLaughlin reviewed that the application process will go through the Personnel Committee. The President will nominate an Administrator for Board approval.

### **US Census 2020 Local Update of Census Addresses**

Motion Croll 2nd Zubak

Kosin reviewed that the US Census has invited the Village to participate in the upcoming 2020 census. It is before the Board as time and funds will be expended with Village participation.

Kosin noted that in the year 2000 the Village did not participate, and we "lost" residents which reduced certain revenues that are population-based, including Motor Fuel Tax and Local Government Distributive Funds. In 2010 the Village actively participated and "found" the residents that were missed in the 2000 census.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

### **MOTION APPROVED as Resolution 17 - 21**

### **Proclamation of Patriotic Public Service - Edward Terry O'Brien**

Motion Konicek 2nd Cecola

Earlier this year, the Village Board instituted a practice to honor Village residents who have made the ultimate sacrifice in service to the community and country. This meeting honored Barrington Hills' resident Edward Terry O'Brien, adopting a resolution proclaiming his Patriotic Public Service. The Vietnam War Memorial Wall shows Barrington Hills as his hometown.

Chief Warrant Officer 2nd Class, Edward Terry O'Brien served in the Army as a pilot in the helicopter aero-medical evacuation units in Vietnam. "Dust Off" was the tactical call sign for medical evacuation missions in the war. Typically air ambulances transported wounded soldiers categorized as "urgent" patients from point of injury to a medical facility within an hour of the soldier(s) being wounded. On May 26, 1970 while piloting a UH-1H "Huey" helicopter (tail number 69-15139), Terry O'Brien and three others on a rescue and recovery mission for medical evacuation was hit in the hover position by an RPG at a 40-foot elevation in the Pickup Zone.

Flying into an active battle zone to pick up wounded was described by Peter Dorland and James Nanney in *Dust Off: Army Aeromedical Evacuation in Vietnam*, that "... slightly more a third of the aviators became casualties in their work, and the crew chiefs and medical corpsmen who accompanied them suffered similarly. The danger of their work was further borne out by the high rate of air ambulance loss to hostile fire: 3.3 times that of all other forms of helicopter missions in the Vietnam War." All four men aboard Huey were killed. Terry O'Brien was 23 years old.

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

### **MOTION APPROVED as Resolution 17 - 22**

#### **Appointing the Village Engineer**

Motion Maison 2nd Croll

McLaughlin reviewed that this process began in 2016, with RFQ's and initial vetting. The firms considered were Baxter & Woodman (BW), Trotter & Associates (Trotter) and Gewalt Hamilton & Associates (GHA). He continued that GHA has done a fine job for the Village over the past 24 years, but he believes it is time for a change. McLaughlin stated he is leaning towards Trotter, believing that with a smaller firm like Trotter we will get a more hands-on experience.

Konicek reviewed that she has met with representatives from all three engineering firms. She echoes McLaughlin's reasons and also feels Trotter is the best choice.

Zubak & Croll separately stated that they were concerned that Trotter appeared to be the most expensive in a projection of future costs. The Board discussed at length the fees - the relevance of the projections was questioned as to its real-life application. The sense of the Board was that actual fees would likely be lower than the projection.

Jacobsen stated that she was originally leaning towards Trotter, but became concerned that Bob is retiring at the same time we switched Engineers. McLaughlin reviewed that Bob will be committed for at least 24 months, as to retain his institutional knowledge and expertise as we transition. Jacobsen agreed that a service agreement with Kosin would address these concerns. She feels that Trotter will be a good fit for the Village.

The Board continued to discuss at length the engineering services and the three firms.

**Appointing Trotter & Associates as Village Engineer Effective January 1, 2018**

Motion Konicek 2nd Zubak

Attorney reviewed that approval of the terms and conditions of service by the Village Engineer, should Trotter accept the appointment, will be approved at the next meeting.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, Konicek)  
Nays 1 (Croll)  
Absent 0  
Abstain 1 (McLaughlin)

**MOTION APPROVED as Resolution 17 - 23**

**Recess to Executive Session at 8:05 pm**

Pursuant to Open Meetings Act;  
5 ILCS 120/2 (c) 21 Minutes Lawfully Closed  
5 ILCS 120/2 (c) 1 Personnel

Motion Konicek 2nd Zubak

Voice Vote: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED - RECESSED TO EXECUTIVE SESSION**

**President McLaughlin reopened the Public Session at 8:16 pm**

**Present**

- |                                    |                           |
|------------------------------------|---------------------------|
| ❖ President Martin J. McLaughlin   | ❖ Trustee Brian D. Cecola |
| ❖ Trustee Colleen Konicek Hannigan | ❖ Trustee Paula Jacobsen  |
| ❖ Trustee Bryan C. Croll           | ❖ Trustee Robert M. Zubak |
| ❖ Trustee Michelle Nagy Maison     |                           |

**Video Streaming**

Paul reported that it is being researched. The initial inquiry was costly and did not include equipment.

**Autumn Trail, Private Road**

Kosin reviewed that a resident wrote to the Board as a whole in regards to Autumn Trail. Kosin responded to the resident. The Board restated that their understanding is that Autumn Trail is a Private Road, and said such to Kane County and IDOT.

**Approve Executive Session Minutes September 25, 2017**

Motion Cecola 2nd Zubak

Roll Call: Ayes 7 (Zubak, Jacobsen, Cecola, Maison, Croll, Konicek, McLaughlin)  
Nays 0  
Absent 0

**MOTION APPROVED**

**Motion to adjourn meeting** made by Konicek, Seconded by Croll. Upon all present Trustees voting Aye, the Motion to adjourn carried and the meeting adjourned at 8:29 pm.

**MEETING ADJOURNED**