

VILLAGE OF BARRINGTON HILLS

Board of Trustees Meeting Minutes

Monday, November 20, 2017 ~ 6:30 pm

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

Present

- ❖ President Martin J. McLaughlin
- ❖ Trustee Michelle Nagy Maison
- ❖ Trustee Brian D. Cecola
- ❖ Trustee Paula Jacobsen
- ❖ Trustee Robert M. Zubak
- ❖ Chief Richard Semelsberger
- ❖ Village Administrator Robert Kosin
- ❖ Village Attorney Sean Conway
- ❖ Village Clerk Anna Paul

Absent

- ❖ Trustee Colleen Konicek Hannigan
- ❖ Trustee Bryan C. Croll

Audience

- ❖ Linda Cools

Pledge of Allegiance

Public Hearing - Credit Card Policy

No comments

Public Meeting Opened

Public Comments

- ❖ Linda Cools

Motion Minutes September 25, 2017

Motion Maison 2nd Zubak

Roll Call: Ayes 4 (Zubak, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)
Abstain 1 (Jacobsen)

MOTION APPROVED

Motion Minutes October 23, 2017

Motion Maison 2nd Zubak

Board discussed clear engineering point. President agrees

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Accept Village Treasurer's Report for October 2017

Motion Jacobsen 2nd Zubak

Nathan Gaskill with Lauterbach & Amen (LA) was introduced to the new Board members. Gaskill's and LA serve as backup and oversight for the Village Treasurer. Gaskill reported that Hirsch is easy to work with and is doing a great job.

Board reviewed the submitted Treasurer's memo and report. Spending will likely end under budget this year.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Accept Police Pension Board's Report for October 2017

Motion Zubak 2nd Jacobsen

McLaughlin reviewed that the Police Pension Board's assets have been transferred to Greystone. It was reported that the assets are now over 10 million which give the Pension Board the ability to implement a more aggressive investment model. A report is expected at the end of the first quarter.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Approve Overtime Report for September 2017 Totaling \$8,263.97

Motion Zubak 2nd Maison

Due to illness and night callouts.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Approve Bills for October 2017 Totaling \$256,729.85

Motion Zubak 2nd Maison

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

**Ordinance Adopting a Credit Card Policy which Shall be Codified as a Text Amendment
Adding Section 1-9-2 Credit Card Policy to the Village Code**

Motion Maison 2nd Jacobsen

President reviewed that this codifies the Village's authority to accept credit cards.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED as Ordinance 17 - 19

Resolution Authorizing the Acceptance of an Engagement Letter from Klein Hall CPAs for Auditing Service for the Year Ending December 31, 2017

Motion Zubak 2nd Maison

Kosin reviewed that this resolution will continue services with last year's auditors.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED as Resolution 17 - 24

Resolution Authorizing the Execution of an Agreement with Lauterbach and Amen, LLP for Professional Accounting Services

Motion Maison 2nd Zubak

Kosin reviewed the reasons the Village has chosen to contract with LA. With the limited staff of the Village, LA helps to create a division of duties as recommended by past audits. This agreement was recommended by the Finance Committee.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED as Resolution 17 - 25

Accept Fiscal Year 2018 Budget

Motion Jacobsen 2nd Maison

McLaughlin reported that the Finance Committee met on several occasions to review every line item on the budget. He reviewed that in a general sense the budget sets an expectation of what the Village will spend, but is not a binding document. The Board reviewed that there have been significant savings in reduced spending and increased efficiencies, which will be reflected in the Levy.

Since 2013 the Village has increased its cash balance by 2 million. Gaskill stated that it is recommended to have 3-6 months of operating expenses in cash reserves, the Village is currently closer to 8 months. Board discussed that they could use some reserves to pay off bond early.

McLaughlin reported that the Village is again expecting to reduce the levy.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Roads & Bridges Report

Cecola reported that according to the Cook County Highway Department the resurfacing of Brinker Road should be on the early spring bidding. Board discussed the poor condition of the road and their continued frustration that the project continues to be delayed.

IDOT Route 62 Study Update

Several representatives from the Village attended the Illinois Department of Transportation Open House on their Route 62 Study. McLaughlin reviewed that the Village is concerned that when Longmeadow Parkway is completed, there could be thousands of additional cars pushed onto Village Roads. He reviewed that the Village is continuing communication with the County and State, even if the Village does not support a project we want to continue to have input, to help minimize negative outcomes when possible.

Zubak reiterated that we should continue working with the State, to try and have our requests included in the initial plan.

The Board reviewed ownership of properties in the Longmeadow Parkway project. Attorney Conway stated they were unable to get clarification on ownership of the road.

Accept Public Safety Monthly Report

As submitted.

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

Motion Zubak 2nd Jacobsen

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)

Nays 0

Absent 2 (Croll, Konicek)

MOTION APPROVED as Ordinance 17 - 20

Permit Report

As submitted.

Enforcement Report

As submitted.

ZBA Monthly Report

ZBA did meet, but an item will be up for approval at the December meeting.

Planning Monthly Report

Plan Commission did not meet.

Insurance Monthly Report

Nothing to report.

Health, Environment, Building & Grounds Monthly Report

Zubak attended the Heritage & Environs Committee (HEC) meeting. HEC discussed cleanup on Helm Road, and the Arbor Day activities for 2018. They are looking to plant 1,000 trees. They also inquired if the Trustees had something they would like HEC to work on in 2018.

Board of Health (BOH) Report

BOH discussed the water quality report.

The BOH had an additional discussion on 315 Ridge septic. According to Village Engineer there is no issue with St. Marks septic system. In regards to the stormwater, that is controlled by the County.

Pending Litigation Report

Attorney

Personnel Report

Nothing to report.

2018 Draft Calendar

Board reviewed the draft calendar and will contact the Village Clerk if they have any scheduling conflicts.

Consideration of a Letter McHenry County Regarding Polling Places

The Board discussed that the Village staff would send a letter to McHenry County asking to keep local polling places open.

Resolution Authorizing a Change in Policy Relative to Provisions of Insurance Benefits to a Class of Employees Upon Retirement

Motion Maison 2nd Zubak

McLaughlin reviewed that the reason for this is to allow Kosin to remain as a consultant to the Village for the next two years and to receive insurance benefits for his commitment.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)

Nays 0

Absent 2 (Croll, Konicek)

MOTION APPROVED as Resolution 17 – 26

Resolution Authorizing the Execution of a Service Agreement with Robert Kosin

Motion Cecola 2nd Maison

McLaughlin reviewed that these are the specific conditions of the agreement, but it does not limit it. A great opportunity for the residents and Village. It is not to exceed 500 hours a year.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)

Nays 0

Absent 2 (Croll, Konicek)

MOTION APPROVED as Resolution 17 - 27

Resolution Setting Forth the Compensation of the Village Engineer - Trotter and Associates, Inc.

Motion Cecola 2nd Maison

Kosin reviewed the details of the agreement. This service agreement is year to year; it will be reviewed and renewed in November of 2018.

The Board discussed their concerns, including the noted possible escalation clause.

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)

Nays 0

Absent 2 (Croll, Konicek)

MOTION APPROVED as Resolution 17 - 28

Recess to Executive Session at 8:17 pm

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

Motion Zubak 2nd Jacobsen

Voice Vote: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

RECESSED TO EXECUTIVE SESSION

President McLaughlin reopened the Public Session at 8:27 pm

Present

- ❖ President Martin J. McLaughlin
- ❖ Trustee Paula Jacobsen
- ❖ Trustee Michelle Nagy Maison
- ❖ Trustee Robert M. Zubak
- ❖ Trustee Brian D. Cecola

Approve Executive Session Minutes October 23, 2017

Motion Zubak 2nd Jacobsen

Roll Call: Ayes 5 (Zubak, Jacobsen, Cecola, Maison, McLaughlin)
Nays 0
Absent 2 (Croll, Konicek)

MOTION APPROVED

Board thanked all the professionals working for the Village and everybody who serves on a Board, Commission or Committee. Happy Thanksgiving!

Motion to adjourn meeting made by Cecola, Seconded by Jacobsen. Upon all present Trustees voting Aye, the Motion to adjourn carried and the meeting adjourned at 8:30 pm.

MEETING ADJOURNED