

**MINUTES
VILLAGE OF DEER PARK
BOARD OF TRUSTEES MEETING AGENDA**

January 17, 2011 • 7:00pm

**Deer Park Vehe Barn
23570 W. Cuba Road, Deer Park Illinois 60010**

1) Pledge of Allegiance

A Meeting of the Board of Trustees of the Village of Deer Park was held on Monday, January 17, 2011, at Vehe Barn, 23570 W. Cuba Road, in the Village of Deer Park, in the counties of Lake and Cook, Illinois. President Kellermann called the meeting to order at 7:01 p.m. Village Officials and guests recited the Pledge of Allegiance.

2) Roll Call and Determination of a Quorum

Upon Roll Call, the following were present: President Kellermann, Trustees Evans, Czarnik, Olson, Pratscher and Kizior.

Other Village Officials present were Village Administrator Connors, Clerk Schroeder, Treasurer Stade, Village Engineer Gordon (absent) and Attorney Bateman. President Kellermann stated that there was a quorum.

3) Approval of Agenda

President Kellermann entertained a motion to amend the agenda to move item 7Ai after item 3.

Motion: Trustee Sands moved, seconded by Trustee Pratscher, to approve the amended agenda as discussed.

Upon Voice Vote – 6 Ayes/0 Nays – Motion Carried. 6/0

4) Reports from President, Trustees, Administrator, Treasurer and Clerk

A. President Kellermann

i) BACOG's annual legislative report for 2010 presented by Janet L. Agnoletti, Executive Director (this item was 7Ai prior to amending the agenda to move ahead on the agenda)

Ms. Agnoletti presented a framed poster to the Village from the recent private well and septic water study. She thanked the Village for participating. Ms. Agnoletti announced the future dates of another private well and septic water study in March 2011. She referenced the link to BACOG for further information on the event.

Ms. Agnoletti distributed lapel pins to the Board representing the Legislative Program with BACOG along with a key chain.

Ms. Agnoletti announced the next Legislative Breakfast Meeting will be held on February 5th in Round Lake Beach Civic Center for the fee of \$20.

Ms. Agnoletti provided an overview of the BACOG Annual Legislative Report and was available to answer questions from the Board.

Ms. Agnoletti asked the Board to continue to provide legislative support by writing letters to our legislators.

The Board thanked Agnoletti for her presentation.

B. Trustee Evans

i) Scout/Community Projects Update (this item was moved up on the agenda)

a. Presentation from James Mullen

Eagle Scout James Mullen of 221 Foxfire Drive, Lake Zurich, provided the Board with a presentation of his Eagle Scout project.

Mr. Mullen's thanked the Village Board for helping him achieve his ranking of an Eagle Scout by the various projects completed on Vehe Barn by restoring the hayrack and removing the buckthorn on the Vehe property. Mr. Mullens also displayed two posters showing the history of Deer Park along with an educational brochure on the farming industry in the 1930's in Deer Park.

Trustee Evans noted that the information was put on a disk as a resource of information for other scouts to use.

The Village Board thanked Eagle Scout Mullen for the work he completed at the Vehe Barn.

b. Recognition of Scout and Their Projects

President Kellermann recognized certain Scouts with a Certificate of Recognition for the efforts on their Scout project. The Board thanked all those recognized.

5) Approval and Release of Regular Board of Trustees Meeting of November 15, 2010 (tabled from 12/20/10)*

Motion: Trustee Evans moved, seconded by Trustee Czarnik, to approve the Regular Board of Trustees Meeting of November 15, 2010.

Discussion:

It was noted these minutes were tabled from the December 20, 2010 BOT meeting for verification on the motion regarding BCBC. Attorney Bateman noted that since it will be a different agreement since the last consideration, no further action is need.

Upon Voice Vote – 6 Ayes/0 Nays – Motion Carried. 6/0

6) Public Comments – Sign up prior to meeting on sign-in sheet on podium; 5 minutes time limit.

This meeting is a limited public forum for public comments, but any statements made and/or opinions expressed therein do not necessarily reflect the views of the Village but represent only the views of the persons making such statements and/or presenting such opinions who are solely responsible for the content thereof.

Sara Guarisco of 316 Briargate Lane asked the Board to consider researching to put in walking paths from Briargate Lane to Isaac Fox School.

Second, Mrs. Guarisco indicated that she is a Girl Scout Brownie leader and asked to use the Vehe Barn for meetings once or twice a month at a resident rate, low cost or no cost for the nonprofit groups that reside in Deer Park.

Lastly, Mrs. Guarisco asked about the 2007 Village survey regarding parks when it came to the development of Deer Park Town Center. According to the survey results, residents said they did not want more baseball fields and soccer fields at DPTC. She referenced her e-mail sent to President Kellermann dated 1/17/11 (see attached). Trustee Evans addressed her concerns and indicated that she would be happy to meet with the residents about their concerns. Mrs. Guarisco asked the Board to send out another survey on park use.

Teri Bridge of 23675 Hedgeworth Court expressed her concerns with the recent incident at Muddy Paws and asked the Board review the municipal code and business protocol, both State and Local levels to ensure the safety and welfare of animals. With no further comments, public comments were closed at 7:52 p.m.

7) Kildeer Police Report*

Chief Rossi provided a brief overview of the report as it was presented.

Chief Rossi provided the Board with an update on the Muddy Paws incident. Chief Rossi was available to answer questions from the Board regarding business inspections.

Chief Rossi further noted that there will be tobacco and liquor stings within the Village.

Trustee Evans asked about house watching. Chief Rossi explained the process of notifying the police department.

Trustee Czarnik asked Chief Rossi to define the STEP detail. Chief Rossi addressed his question.

8) Reports from President, Trustees, Administrator, Treasurer and Clerk

C. President Kellermann

- ii) BACOG's annual legislative report for 2010 presented by Janet L. Agnoletti, Executive Director (this item was moved up on the agenda)**

9) Village Engineer – Report & Recommendation

Approval of Annual service contract with Metropolitan Pump Contract for the Long Grove Road & Quentin Road Lift Station*

Village Administrator Connors explained this item in the absence of Village Engineer Gordon and recommends approval.

Motion: Trustee Sands moved, seconded by Trustee Pratscher, to approve the annual service contract with Metropolitan Pump Contract for the Long Grove Road & Quentin Road Lift Station.

Discussion:

Trustee Evans asked to get a different bid next year. Attorney Bateman noted that the Village Municipal Code indicates \$10,000 to bid services. Trustee Kizior asked to look for competitive rates for next year.

Ayes: Kizior, Olson, Evans, Czarnik, Sands and Pratscher

Nays: None

Motion Carried. 6/0

10) Village Attorney – Report & Recommendations

11) Reports from President, Trustees, Administrator, Treasurer and Clerk

D. President Kellermann

iii) Appointments: Tourism Committee – Jan Koe for a one year term expiring April 30, 2011*

President Kellermann introduced Mr. Koe. Mr. Koe provided his credentials and answered questions from the Board. Trustee Evans asked if he would continue to serve on the Plan Commission and Mr. Koe agreed.

Motion: Trustee Olson moved, seconded by Trustee Sands, to accept and appoint Jan Koe on the Tourism Committee for a one year term expiring April 30, 2011.

Ayes: Evans, Pratscher, Sands, Kizior, Czarnik and Olson

Nays: None

Motion Carried. 6/0

iv) Consideration of Approval for the request for Annual membership Dues with the Lake County Municipal League in the amount of \$757.30*

Motion: Trustee Pratscher moved, seconded by Trustee Olson, to approve the request for annual membership dues with the Lake County Municipal League in the amount of \$757.30.

Discussion:

President Kellermann expressed his support of this good organization.

Ayes: Kizior, Czarnik, Sands, Evans, Pratscher and Olson
Nays: None

Motion Carried. 6/0

v) Consideration of OMNI Youth Services Request in the amount of \$1,000.00 for services from July 1, 2011 through June 30, 2012*

President Kellermann asked what services does this organization provide. Trustee Evans suggested that if the Board is approving donations, there should be specific data the organization should provide in order for the Board to evaluate and consider the request.

Trustee Sands suggested draft a form with basic request information for the organizations to use when requesting donations. Trustee Sands asked how many other organizations does the Village donate.

Trustee Kizior asked the Village Treasurer to create a list of those groups the Village has donated and to create a request form for this type of donation request.

The consensus was to table this item to find out what benefits are available from this group.

E. Trustee Evans

ii) Scout/Community Projects Update

- a. Presentation from James Mullen – moved up on the agenda**
- b. Recognition of Scout and Their Projects – moved up on the agenda**
- c. Reimbursement for Amherst Association for Common Area Landscape Maintenance Expenses for \$750.00***

Motion: Trustee Evans moved, seconded by Trustee Pratscher to reimbursement for Amherst Association for Common Area Landscape Maintenance Expenses for \$750.00

Ayes: Kizior, Czarnik, Olson, Sands, Pratscher and Evans
Nays: None

Motion Carried. 6/0

iii) Parks Update

- a. Report on January 10, 2011 SBOT Meeting**
Trustee Evans provided a report on the January 10th Special Board meeting.
- b. Status Update & Consideration of Approval of a Resolution Approving A “Qualified Resident or Affiliated League Agreement” Between Barrington Competitive Baseball Club and the Village of Deer Park**
Attorney Bateman explained this item that if the Board approves the agreement then the Board will consider approval of the Resolution approving such agreement.

Trustee Evans pointed out that the agreement is not an exclusive agreement. Attorney Bateman noted that the agreement is first come first serve - right of first refusal process.

Trustee Sands asked if the park use is from dawn to dusk. It was pointed out that the limit to 10:00 p.m. and no lights.

Trustee Kizior asked about the maintenance. Trustee Evans referenced page 14 of the agreement.

There was general discussion regarding the shed. Trustee Evans noted that the group has the right but didn't put in a shed. Trustee Kizior noted that the Village Board would have to approve the structure. Trustee Evans pointed out the procedures and pointed out the word "will" be stricken and replaced with "may" in regards to having a shed. There was reference on page 8 indicating the size of the shed is misprinted and should be 10x3 not 3x10.

There was general discussion when the residents could use the park. President Kellermann that the Barrington Park District requested the use of the field. Trustee Evans explained other use can be worked out. Trustee Evans noted that the field would be free after the season in July.

Motion: Trustee Evans moved, seconded Trustee Pratscher, to approve Resolution with amendments to the banner size 10x3 and specific regarding shed language in the agreement from "will" to "may" can be erected.

Ayes: Kizior, Olson, Sands, Evans, Pratscher and Czarnik
Nays: None

Motion Carried. 6/0

c. Status Update & Consideration of Approval of Barrington Youth Baseball & Softball Association User Agreement

Trustee Evans provided a status update on the BYBSA proposal. Trustee Evans noted that she's meeting with BASA regarding the Vehe field.

President Kellermann asked if Trustee Evans received the e-mail regarding the engineering costs and the fact that the Village is not able to cover the costs.

Trustee Evans noted that she will be meeting with Village Engineer. Trustee Evans noted that BYBSA will need to find out if the field is doable.

F. Trustee Kizior

i) Approval of Flint Creek Watershed Partnership Past Membership Fees in the Amount of \$2,500 (tabled from 12/20/10)*

Trustee Kizior explained the item and referenced the back-up material outlining the cost.

There was discussion regarding making the check payable to Flint Creek instead of Citizens for Conservation. Village Treasurer Stade explained the Village can't as noted on the invoice to make payable to Citizens for Conservation. Trustee Pratscher suggested putting Flint Creek in the memo part of the check for our reference.

Motion: Trustee Kizior moved, seconded by Trustee Pratscher, to approve Flint Creek Watershed Partnership past membership fees in the amount of \$2,500.

Ayes: Olson, Sands, Pratscher, Evans, Kizior and Czarnik

Nays: None

Motion Carried. 6/0

ii) Approval of Flint Creek Watershed Partnership 2011 Annual Member Dues in the Amount of \$1,200.00*

Motion: Trustee Kizior moved, seconded by Trustee Pratscher, to approve Flint Creek Watershed Partnership 2011 annual member dues in the amount of \$1,200.

Discussion:

Trustee Kizior explained this item. There was discussion that the invoice was not on letterhead showing the company invoice.

It was the consensus to table the item until the next meeting. The motion and second were withdrawn. No action was taken.

Trustee Kizior noted a budget meeting would be scheduled at the end of March.

G. Trustee Olson

i) Proposals for Office Computers (tabled from 12/20/10)*

Trustee Olson explained the needs of the Village staff for computers. Although three computers were requested, Trustee Olson was in favor of two computers and recommended the bid from DSN in the cost not to exceed \$850 for each computer including labor.

Motion: Trustee Olson moved, seconded by Trustee Sands, to approve two IBM Lenovo Thinkcenter A70 not to exceed \$850 for each computer, including labor.

Ayes: Sands, Pratscher, Evans, Olson, Kizior and Czarnik

Nays: None

Motion Carried. 6/0

ii) Valentine's Day Marketing Proposal

Trustee Olson noted that he would have to table this item since he didn't have the back up available.

iii) Barn Update – What's New in the Past Month*

Trustee Olson provided an update on the Vehe barn in the last month and was available to answer questions from the Board.

iv) Discussion on Resident Barn Use Policy*

Trustee Olson pointed out the proposed Vehe Barn usage guidelines. Trustee Evans suggested contacting the Lake County barn restoration group. Trustee Olson distributed a revised memo.

There was general discussion about moving the Village Hall office to the barn. Administrator Connors noted that it would be about six months.

Trustee Kizior suggested readjusting the rental rates and process review on a regular basis.

Trustee Evans suggested that the Board look at the needs of the residents.

Trustee Sands recommended deferring the usage of the Barn to the Tourism Committee.

Trustee Kizior asked the Board to consider the Village staff's working conditions.

Trustee Olson gave a brief update on the website renovation project. There was general discussion about the GoDaddy.com and Trustees Pratscher and Evans thought it was too commercial for a municipality.

H. Trustee Pratscher

Trustee Pratscher gave a brief report on the Groot invoice issue. Trustee Pratscher noted that the problem has been solved.

I. Trustee Sands

i) 2011/2012 Road Program Update

Trustee Sands reported updates the bids for the Rue Terrain; Meadow Lane and Old Farm Road projects.

Trustee Sands provided an update on the Country Corner neighbor sign replacement (Swansway Area).

ii) Drainage Update

Trustee Sands noted that he would be meeting with Administrator Connors and Village Engineer Gordon this Friday to discuss a \$150,000 grant application for Rainbow Road drainage issues.

J. Trustee Czarnik

i) Planning &/Or Zoning Issues

Trustee Czarnik thanked Josie Doniec, building inspector, for the updates on the new businesses and annual inspections with B&F.

ii) Property Maintenance Code Update

Trustee Czarnik noted that he is currently working on a code compliance codes with B&F and Administrator Connors. The projection for completion is April 2011.

Trustee Czarnik pointed out sprinkler systems is an example of the challenges of adopting the 2006 or 2009 property maintenance code.

K. Administrator Connors

Administrator Connors addressed questions asked about the inspections regarding the muddy paws situation.

i) Approval of Voting Site Agreement for the April 5, 2011 Consolidated General Election with Lake County Clerk*

Village Administrator Connors recommended approval of the voting site agreement for the April 5, 2011 Consolidated General Election with Lake County Clerk.

Motion: Trustee Evans moved, seconded by Trustee Sands, to approve voting site agreement for the April 5, 2011 Consolidated General Election with a Lake County Clerk.

Ayes: Kizior, Czarnik, Olson, Pratscher, Evans and Sands

Nays: None

Motion Carried. 6/0

ii) Request for Qualifications for Village Office Planning Report

Village Administrator Connors noted that an RFQ was published in the newspaper and pointed out the deadline is February 3rd. Connors also noted the RFQ was posted on the Village website.

iii) Regional Pathway Report

Village Administrator Connors noted that he had a meeting with Deer Park Town Center Developer, Praedium Corporation, and reviewed the construction of the easement. Administrator Connors noted the cost of the bridge would be approximately \$218,000. He noted that he would continue to keep the Board updated on the project.

iv) Quentin Landscape Median Status Report

Village Administrator Connors noted that our project is 10% bigger than the Kildeer project. Connors noted that the share cost is approximately \$2,600. Administrator Connors noted that an agreement and future maintenance agreement is needed for this project. He noted that he would ask Teska to compare with the Chicago Street Vegetation company as requested by the Village Board.

L. Treasurer Stade

**M. Village Clerk Schroeder
Newsletter Timeline Update**

Village Clerk Schroeder distributed the Board with a 2011 Newsletter timeline which provides the deadline date for articles for each edition.

It was the consensus of the Board to continue to provide the residents with timely Village newsletters.

Due to the lateness of the season, President Kellermann recommended that the Village not distribute a winter edition.

The Board directed Clerk Schroeder to prepare for a Spring edition of the Village newsletter.

12) Investments Held Report

Approval of the Investments Held Report for December 2010 in the amount of \$1,499,946.61*

Motion: Trustee Kizior moved, seconded by Trustee Pratscher, to approve the investments held report for December 2010 in the amount of \$1,499,946.61.

Ayes: Czarnik, Kizior, Olson, Sands, Pratscher and Evans

Nays: None

Motion Carried. 6/0

13) Cash Disbursements

Approval of Expenditures Totaling \$102,524.23 (accounts payable in the amount of \$80,152.50 plus payroll in the amount of \$22,371.73)*

Motion: Trustee Kizior moved, seconded by Trustee Evans, to approve expenditures totaling \$102,524.23(accounts payable in the amount of \$80,152.50 plus payroll in the amount of \$22,371.73).

Ayes: Czarnik, Kizior, Olson, Sands, Pratscher and Evans

Nays: None

Motion Carried. 6/0

14) New Business

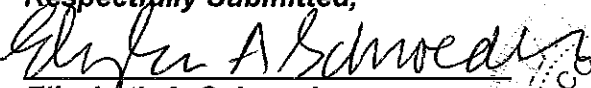
15) Adjournment

President Kellermann entertained a Motion to adjourn at 10:53 p.m.

Motion: Trustee Sands moved, seconded by Trustee Pratscher, to adjourn at 10:53 p.m.

Upon Roll Call – 6 Ayes/0 Nays – Motion Carried 6/0

Respectfully Submitted,


Elizabeth A. Schroeder
Village Clerk




Robert Kellermann
Village President

(*) Indicates that back-up material is enclosed in meeting agenda packet

The Village of Deer Park is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, are requested to contact the Village's ADA Coordinator at (847) 726-1648 promptly to allow the Village to make reasonable accommodations for those persons.