

**Minutes  
Village of Deer Park  
Board of Trustees Meeting  
May 16, 2011 – 7:00 p.m.  
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, May 16, 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 7:00 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 Czarnik, Olson, Sands, Finley, Denny and Thomason. Other Village Officials present were Village Administrator Connors, Treasurer Stade, Clerk Schroeder and Attorney Bateman. President Kellermann stated that there was a quorum.

**3) Approval of Agenda**

*Motion: Trustee Olson moved, seconded by Trustee Czarnik, to approve the Agenda as amended.*

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

**4) Approval and Release of Regular Board of Trustees Meeting of April 18, 2011\***

*Motion: Trustee Olson moved, seconded by Trustee Sands, to approve and release the regular Board of Trustees Meeting of April 18, 2011 with minor revisions.*

*Ayes: Czarnik, Sands, Olson, Finley, Thomason and Denny*

*Nays: None*

*Motion Carried. 6/0*

**5) 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.*

Alex Schwartz of 20743 Lakeringe Court, Kildeer noted that he is an Eagle Scout and presented and proposed projects to complete with Village Parks (Chapel Hill, Charlie Brown, Dover Pond and D'Angelo). There was discussion regard a mulch project. Village Administrator Connors noted that any mulch needs to be certified and noted that would be a great project.

Trustee Czarnik asked how long it would take to complete the project. Alex noted it would need to be done before the end of the school year.

Trustee Denny expressed his support.

Scout Alex noted that the project would cost approximately \$1,500 and was told the Village would supply the woodchips. Scout Alex noted that he would further discuss this with Trustee Thomason.

Frank Rettmuller of Deerpath Road expressed his concerns with police services. He requested to have the police monitor Deerpath Road for speeders.

With no further comments, President Kellermann closed Public Comments at 7:17 p.m.

**6) Kildeer Police Report\***

Chief Rossi invited the Board for a ride and tour of the Kildeer Police Department and pointed out the office is open 24/7.

Chief Rossi briefly reviewed his report as it was presented. Chief Rossi reported the activity when Congressman Walsh was hosting a town meeting at the Vehe Barn went well.

Chief Rossi noted there was a second incident on neighborhood break-in. Chief Rossi noted that the incident is being investigated.

Chief Rossi announced the upcoming Safety Meeting on May 19<sup>th</sup> at the Vehe Barn for Deer Park residents.

President Kellermann asked Chief Rossi about the American Idol performance. Chief Rossi noted that he was told about the concert on Tuesday. President Kellermann asked the Chief there should have been better communication about the event. President

Kellermann informed Chief Rossi that he would like to meet to further discuss the event at a later time.

**G) Trustee Czarnik - Planning & Zoning**

**Recommendation from Building & Zoning Official Garrett to Adopt Property Maintenance Code with Amendments\***

Ken Garrett, Village Building Inspector, B&F Technical, presented a recommendation to adopt property maintenance code with amendments. Inspector Garrett highlighted the code with the amendments and was available to answer questions from the Board.

It was noted this was not being voted on tonight, this information was for review and feedback from the Board.

President Kellermann asked if this would be an improvement of the existing code. Inspector Garrett replied that it would be.

Trustee Finley asked how this would be communicated to the residents. Inspector Garrett noted that it would be communicated by the Village Newsletter, Village website. Trustee Finley noted that she's not sure if this would be overkill for the residents.

Trustee Czarnik noted the changes are very subtle and gave an example of the code change. Trustee Czarnik noted that there is a process and he doesn't think this would be too far reach for the community. Inspector Garrett pointed out that this proposed is the latest version.

Trustee Denny asked when this would be adopted. Trustee Czarnik noted either in June or July this year.

Trustee Olson expressed his support for this item.

Inspector Garrett pointed out that this would be for existing conditions only.

Village Administrator Connors noted that other communities use the as a tool to get better compliance.

Village Attorney Bateman noted the adoption of this code by many other communities and each has minimal fees to detour violations. Bateman suggested

removing inoperable vehicles from private property as a separate item. Bateman noted that the Village has already given State notice and the ordinance could be prepared between June and July this year.

Trustee Czarnik pointed out that the old and new proposed changes are in the back up material.

Inspector Garrett explained the comparison and noted that B&F Technical has one hundred clients that have adopted this ordinance.

**7) Village Engineer – Report & Recommendation**

**i) Deer Park Septic Ordinance Recommendation Revisions\***

Village Engineer Gordon explained this item and indicated that he follow up with the appropriate Village Trustee.

It was the consensus of the Board to proceed with preparing an ordinance.

**ii) Bartnick Drainage Bids for Dover Pond and Lone Pine Court**

Village Engineer Gordon recommend Bartnick bid for the Dover Pond and Lone Pine Court.

*Motion: Trustee Sands moved, seconded by Trustee Olson, to approve the bid from Bartnick, Inc., for Dover Pond Tennis Court repair in the amount of \$13,683.00.*

*Ayes: Czarnik, Denny, Thomason, Finley, Olson and Sands*  
*Nays: None*

*Motion Carried. 6/0*

*Motion: Trustee Sands moved, seconded by Trustee Denny, to approve Bartnick, Inc., for Lone Pine Court drainage in amount of \$9,340.00 less \$340 for materials.*

*Ayes: Czarnik, Olson, Finley, Thomason, Sands and Olson*  
*Nays: None*

*Motion Carried. 6/0*

**iii) 2011 Street Sweeping Bids\***

Village Engineer Gordon explained this item and noted that this is a prevention effort for the catch basin.

*Motion: Trustee Finley moved, seconded by Trustee Olson, to accept the bid with Hoving Clean Sweep, LLC in the amount of \$650.00.*

*Ayes: Denny, Sands, Thomason, Finley, Olson and Czarnik*

*Nays: None*

*Motion Carried. 6/0*

Gordon suggested that the Village may also want to consider additional street sweeping this fall

**iv) 2011 Ela Storm Sewer Cleaning\***

*Motion: Trustee Denny moved, seconded by Trustee Finley, to approve \$10,000 for maintenance service for storm sewer cleaning with Ela Township and \$3,5000 for structure maintenance program.*

*Ayes: Olson, Czarnik, Sands, Thomason, Finley and Denny*

*Nays: None*

*Motion Carried. 6/0*

**v) 2011 Ela Outlet Structure Maintenance\***

See above

**vi) Charlie Brown Parking Lot – Geske Bid\***

Village Engineer Gordon explained this item and recommended Method #2 of the bid from Geske & Sons.

*Motion: Trustee Czarnik moved, seconded by Trustee Finley, to accept Geske & Sons, Inc., bid for rehabilitation of the Charlie Brown Parking Lot for an amount of \$44,016.25.*

*Ayes: Denny, Olson, Sands, Thomason, Czarnik and Finley*

*Nays: None*

*Motion Carried. 6/0*

**8) Village Attorney – Report & Recommendation**

- i) **Consideration of Approval Ordinance Amending the Village of Deer Park Municipal Code to add Chapter 37, “Identity Protection and Identity Theft Prevention Polices”, of Title III, “Administration”\***

Village Attorney Bateman explained this ordinance and answered questions from the Board.

***Motion: Trustee Olson moved, seconded by Trustee Finley, to Approval Ordinance Amending the Village of Deer Park Municipal Code to add Chapter 37, “Identity Protection and Identity Theft Prevention Polices”, of Title III, “Administration”***

***Ayes: Thomason, Sands, Denny, Czarnik, Olson and Finley***

***Nays: None***

***Motion Carried. 6/0***

- ii) **Consideration of Approval of Ordinance Amending the Village of Deer Municipal Code Section 31.074, “Powers and Duties of Village Administrator”, regarding disposal of Village Property\***

Village Attorney Bateman explained this item and was available to answer questions from the Board.

***Motion: Trustee Finley moved, seconded by Trustee Olson, to approve Ordinance Amending the Village of Deer Municipal Code Section 31.074, “Powers and Duties of Village Administrator”, regarding disposal of Village Property.***

***Ayes: Czarnik, Denny, Sands, Thomason, Finley and Olson***

***Nays: None***

***Motion Carried. 6/0***

9) **Reports from President, Trustees, Administrator, Treasurer and Clerk**

**A. President Kellermann**

**i) Board Appointments\***

*Motion: Trustee Sands moved, seconded by Trustee Finley, to approve the following Board Appointments: Trustee Allan Czarnik to Planning, Development & Zoning; Trustee Dale Sands to Roads & Drainage; Trustee Joel Thomason to Parks & Recreation; Trustee Keith Olson to Vehe Farm; Trustee Rita Finley to Health, Sanitation & Public Utilities and Trustee Jim Denny to Finance/Public Safety.*

*Ayes: Olson, Denny, Czarnik, Thomason, Finley and Sands*

*Nays: None*

*Motion Carried.*

**ii) Village Attorney Appointment**

**Appointment of James Bateman of James Bateman, LTD as Village Attorney and Motion by the Board of Trustees to Advise and Consent to Such Appointment**

*Motion: Trustee Olson moved, seconded by Trustee Sands, to appoint James Bateman of James Bateman, LTD as Village Attorney and Motion by the Board of Trustees to Advise and Consent to Such Appointment.*

*Ayes: Thomason, Denny, Czarnik, Olson, Sands and Finley*

*Nays: None*

*Motion Carried. 6/0*

**iii) Invitation to BACOG “Local Officials Training” Workshop\***

Village Attorney Bateman invited the Trustees to attend this workshop at BACOG at 6:00 p.m.

**iv) ICC CN Grant Update\***

President Kellermann explained that Trustee Finley and Administrator Connors completed and submitted the ICC CN Grant. It was noted that the application is for a \$350,000 grant. Staff will keep the Board posted on this matter.

v) **Lake Zurich – Beelows Update**

President Kellermann provided an update on the Beelows/Lake Zurich matter.

It was noted that Ms. Smetana hired a sound engineer to investigate this matter.

President Kellermann noted that Lake Zurich does not allow music outside, which is a big victory for Lake Zurich.

vi) **Consideration of Application for Funding from Barrington Youth & Family Services\***

President Kellermann explained this item and pointed out that this item was tabled and brought back with a completed application form.

Trustee Denny expressed his concerns.

Trustee Thomason pointed out that Attorney Bateman is an Honorary Advisor for this group.

Attorney Bateman explained this role with this group and didn't want to express his opinion.

***Motion: Trustee Olson moved, seconded by Trustee Finley, to approve the application for funding request from Barrington Youth & Family Services in the amount of \$2,000.00.***

***Ayes: Czarnik, Olson, Sands and Finley***

***Nays: Denny and Thomason***

***Motion Carried. 4-2***

vii) **Planning Commission and Zoning Board of Appeals – Consolidation of Membership**

Village Attorney Bateman explained the combination of both ZBA and PC boards. Bateman pointed out that the ZBA barely has meetings.

Village Administrator Connors expressed his support for this consolidation. President Kellermann noted that he would work with the Village Attorney on this and bring back to the next meeting.



**viii) Tourism Committee Update**

President Kellermann noted the membership is up for appointments, therefore the meetings are on hold until further notice.

**ix) BACOG Update – LGDF Revenue Report\***

President Kellermann briefly overview the report and asked Trustees to contact State Senator Dan Duffy regarding this matter.

**x) Discussion on Village Business Card Redesign\***

Trustee Czarnik asked for the Board's feedback on the presented formats for business card redesign. It was the consensus of the Board to be consistent with the new Village logo.

**xi) Butterfly Garden**

President Kellermann asked the Board for their feedback on the Butterfly Garden. It was the consensus of the Board to support the garden.

**B. President Kellermann - Parks & Recreation**

**i) Ela Soccer Plans**

President Kellermann noted that Trustee Thomas and Administrator Connors will be meeting with Ela Soccer.

**ii) Insurance Inspection**

President Kellermann noted that Trustee Thomason would be working on this item.

**C. Trustee – Finance**

Trustee Denny noted that he would continue comparing budget vs. actual expenses and then compare that to this year's budget.

**D. Trustee Olson – Vehe Barn & Tourism**

**Vehe Property, Website and Tourism Committee Report\***

Trustee Olson provided the Board with an update on the above mentioned items. There was general discussion regarding the use of hotel tax funds and it was noted that the use of the funds need to be specifically for tourism. President Kellermann noted that the Village Board will need to approve any projects for the use of the hotel tax funds.

There was general discussion regarding the corn crib and its current condition. Trustee Olson noted that the wood from the structure should be saved. There was discussion regarding the use of the hotel tax funds to pay for the corn crib. It was suggested to have the out buildings evaluated by B&F Technical for safety.

***Motion: Trustee Sands moved, seconded by Trustee Olson, to allocate \$2,500 not to exceed, for Tourism fund for the safety of the structure and evaluation of the outbuildings by B&F Technical.***

***Ayes: Czarnik, Denny, Sands, Thomason, Finley and Olson***

***Nays: None***

***Motion Carried. 6/0***

Trustee Olson indicated that the new Village URL address is [www.villageofdeerpark.com](http://www.villageofdeerpark.com) is now up and running. He is working on Village Officials biography and pictures.

Trustee Olson indicated the May 5<sup>th</sup> Tourism Committee meeting was postponed. Trustee Olson noted the need for committee appointments for the current term. Trustee Olson recommended Hampton Inn hiring of additional shuttle driver for \$18,000 per year from the hotel tax fund. Trustee Finley noted that the 75% of visitors at the hotel do not have cars and that the DPTC is missing opportunities for business.

Trustee Olson entertained a motion to approve \$18,000 per year for Hampton Inn driver.

With no support for the motion, it failed. The Board asked for more information and Trustee Denny noted that he would like the hotel initial the project. It was noted to bring this item back to the Board.

Trustee Olson shared his negative feedback regarding the Redspeed cameras and noted that the program is creating enemies for the Village. Trustee Czarnik noted that he doesn't agree and pointed out that the program wouldn't detour visitors.

Trustee Sands noted the intention is to change traffic behaviors and to keep safety. Treasurer Stade noted that she could forward reports to the Board for their information. President Kellermann noted that there have been fewer accidents.

**E. Trustee – Health & Sanitation**

**F. Trustee Sands – Roads & Drainage**

- i) **Taking Note of and Reaffirmation of Ordinance to dedicate incremental sales tax increase of 0.25% to Road Repairs/Upgrades for Fiscal Year 2011-2012\***

Trustee Sands asked to overview for the Trustees.

- ii) **Schedule update for Road Improvement Program for 2011-2012**

Trustee Sands provided an update on this item.

- iii) **Drainage Program:**

- **Dover Tennis Courts drainage repair authorization**
- **Lone Pine drainage repair authorization**
- **Update on DCEO Grant Application – Rainbow Road**

**G. Trustee Czarnik - Planning & Zoning**

**Recommendation from Building & Zoning Official Garrett to Adopt Property Maintenance Code with Amendments\***

(this item was moved on the agenda)

Trustee Czarnik noted that the identification badges have been ordered for Village Staff and Village Officials.

**H. Administrator Connors**

- i) **Groot first Quarter Recycling Rebate Report\***

Village Administrator Connors highlighted the report as presented and was available for comments from the Board.

- ii) **Review Draft Employee Policy Manual\***

Village Administrator Connors explained this item and noted that it was modeled after another community. Village Administrator Connors noted that it is pending the Village Attorney's review.

President Kellermann suggested scheduling a special meeting to discuss this item along with other items.

**iii) Approval by IDOT for time extension to upgrade (LED) traffic signals at U.S. Route 12 (Rand Rd) and Deer Park Boulevard\***

Village Administrator Connors highlighted the letter from IDOT regarding LED traffic signals at Route 12 and Deer Park Boulevard.

**iv) Traffic Sign Retroreflectivity (Night-Time Visibility) Requirements\***

Village Administrator Connors explained this item and noted that this would come back to the Board to further discuss. Administrator Connors noted the process of getting an inventory of the Village traffic signs and evaluate sign replacements. Administrator Connors noted that he would keep the Board posted. It was the consensus of the Board to proceed.

**v) May 2011 Tree Removal\***

Village Administrator Connors noted that he would get the cost information from Ela Township and would bring the information back to the Board.

**I. Treasurer Stade**

**J. Village Clerk Schroeder**

**i) 2010 Decennial Census Report\***

Clerk Schroeder briefly explained the report and was available for questions from the Board.

**ii) Monthly Clerk Report**

Clerk Schroeder Schroeder provided an update on the FOIA request activity.

**10) Investments Held Report**

**Approval of the Investments Held Report for April, 30, 2011 in the amount of \$1,891,120.36\***

***Motion: Trustee Denny moved, seconded by Trustee Czarnik, to approve the Investments Held Report for April, 30, 2011 in the amount of \$1,891,120.36.***

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

**11) Cash Disbursements**

**Approval of Expenditures Totaling \$249,166.64 (accounts payable in the amount of \$227,169.16 plus payroll in the amount of \$21,997.48 (no check register)\*)**

***Motion: Trustee Denny moved, seconded by Trustee Olson, to approve Expenditures Totaling \$249,166.64 (accounts payable in the amount of \$227,169.16 plus payroll in the amount of \$21,997.48 (no check register).***

***Ayes: Sands, Thomason, Finley, Denny Olson and Czarnik***

***Nays: None***

***Motion Carried. 6/0***

**12) Executive Session: Pending Litigation, Litigation which is probable or eminent & Personnel**

President Kellermann entertained a motion to enter into Executive Session to discuss pending litigation, litigation which is probable or eminent and personnel at 10:53 p.m.

***Motion: Trustee Olson moved, seconded by Trustee Sands, to enter into Executive Session to discuss pending litigation, litigation which is probable or eminent and personnel at 10:53 p.m.***

***Ayes: Denny, Czarnik, Thomason, Finley, Olson and Sands***

***Nays: None***

***Motion Carried. 6/0***

At this time, President Kellermann and Trustees Denny, Czarnik, Thomason, Finley, Olson and Sands entered into Executive Session.

Others included Village Administrator Connors, Village Attorney Bateman and Clerk Schroeder.

After discussion, President Kellermann and Trustees Denny, Czarnik, Thomason, Finley, Olson and Sands exited Executive Session.

Others included Village Administrator Connors, Village Attorney Bateman and Clerk Schroeder.

*Motion: Trustee Sands moved, seconded by Trustee Sands, to exit Executive Session at 11:59 p.m.*

*Ayes: Denny, Czarnik, Olson, Sands, Thomason and Finley*  
*Nays: None*

*Motion Carried. 6/0*

**13) New Business**

None

**14) Adjournment**

*Motion: Trustee Sands moved, seconded by Trustee Olson, to adjourn at 12 midnight.*

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

*Respectfully Submitted,*

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*Elizabeth A. Schroeder*  
*Clerk*

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*Robert Kellermann*  
*President*

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

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