

**Minutes
Village of Deer Park
Board of Trustees Meeting
June 20, 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, June 20, 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 7:25 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, Czarnik, and Finley. Trustee Denny was absent.

Other Village Officials present were Village Administrator Connors, Treasurer Stade, Clerk Schroeder, Attorney Bateman and Ken Garrett of B&F. Village Engineer Todd Gordon was absent. President Kellermann stated that there was a quorum.

3) Approval of Agenda

Motion: Trustee Sands moved, seconded by Trustee Finley, to approve the Agenda as presented.

Upon Roll Call – Voice Vote – 5 Ayes/0 Nays/1 Absent – Motion Carried. 5/0

4) Approval and Release of Special Board of Trustees Meeting of May 16, 2011*

Motion: Trustee Sands moved, seconded by Trustee Thomason, to approve and release the Special Board of Trustees Meeting of May 16, 2011.

Upon Roll Call – Voice Vote – 5 Ayes/0 Nays/1 Absent – Motion Carried. 5/0

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.

President Kellermann read the names listed on the sign-up sheet for comments.

David Fox of 21624 Chapel Hill Drive indicated he was present on behalf of the Chaphill Homeowner's Association. Mr. Fox expressed concerns regarding park improvements. Mr. Fox asked for mulch and noted that the HOA planted groundcover for the cost of \$400. Mr. Fox also asked for reimbursement for the groundcover. President Kellermann asked Trustee Thomason to meet with Mr. Fox to further discuss his items of concern.

Jack Miller, an Eagle Scout from Barrington was recognized with a certificate of recognition for the bench project.

Motion: Trustee Olson moved, seconded by Trustee Finley, to authorize the Village President to approve the project. It was noted that a motion was not necessary.

At this time, the Board expressed their appreciation to Jack Miller for his effort on the bench project.

6) Kildeer Police Report*

Chief Rossi highlighted the report as it was presented. Chief Rossi pointed out the last CTY Message was sent June 16th to Deer Park and Kildeer residents regarding an update on the recent incidents. Chief Rossi noted that the Village of Palatine has reported similar cases and the Kildeer Police is currently working with Palatine. Chief Rossi noted that there was another report from the City of Rolling Meadows with a similar case. Chief Rossi noted that he would keep the Board posted on these incidents.

Chief Rossi recognized a Police Officer that received a certificate of recognition from the Alliance Against Intoxication.

Trustee Finley asked Chief Rossi about Administrative hours. Chief Rossi addressed her question.

7) Village Engineer – Report & Recommendation

i) Receipt of NPDES Phase II – Year Eight Annual Report*

Village Administrator Connors explained this item on behalf of the Village Engineer's absence and was available to answer questions from the Board. Village Administrator Connors noted that the report has been filed to the IEPA as required.

ii) Dover Pond Park Tennis Court Rehabilitation Review of Proposals and Recommendation*

Village Administrator Connors briefly explained that this request for proposal for the Dover Pond Park Tennis Court Rehabilitation.

Motion: Trustee Olson moved, seconded by Trustee Czarnik, to accept and approve Village Engineer Todd Gordon's recommendation to use First Impression, Inc., Franklin Park, IL for the Dover Pond Park Tennis Court Rehabilitation in an amount of \$24,400.00

Ayes: Czarnik, Thomason, Finley, Sands and Olson

Nays: None

Absent: Denny

Motion Carried. 5/0

iii) Pavement Crack Sealing – Review of Proposals and Recommendation*

Village Administrator Connors explained this item and noted the bid is quoted in a per pound basis for the material.

Motion: Trustee Sands moved, seconded by Trustee Finley, to approve the recommendation of Village Engineer Todd Gordon's June 10, 2011 bid recommendation up to \$10,000.00 to Behm Pavement Maintenance, Inc., Crystal Lake, IL for \$7,440.00 (6,000 lbs@ \$1.24/lb) (Country Lane and Deer Valley Neighborhoods) and further crack sealing projects (Field Parkway, Deer Park Blvd. and Plum Grove Road) for a total of \$10,000.

Ayes: Olson, Czarnik, Sands, Finley and Thomason

Nays: None

Absent: Denny

Motion Carried. 5/0

8) June 2, 2011 Zoning Board of Appeals Public Hearing Recommendation - Fence Variation Request by Lee and Bruce Quade of 20828 Meadow Lane*

Randy Pinchot, Chairperson for the Board of Zoning and Appeals reiterated his e-mail sent to Village Administrator Connors in response to the Quade fence variation.

Chairman Pinchot addressed questions from the Board.

Trustee Finley noted that if this passed the front to the rear fencing would be setting a precedent and further pointed out that there are other maintenance issues.

Chairman Pinchot led in the discussion regarding the definition of “hardship” and recommended a better definition. Chairman Pinchot further suggested rewriting the ordinance to address noise issues by use of some type of measurement facture.

There was general discussion regarding the topography of the site property.

Trustee Czarnik indicated that he and Trustee Finley visited the subject property and that he also served on the ZBA Board . Trustee Czarnik noted that he attended the hearing on June 2nd for this variance. He pointed out that he’s lived in the Village for 16 years and considering the noise issue, and the fact that the Murdock’s property is in a trust, he is not convinced that a fence would fix the noise issue unless it was concrete. Trustee Czarnik voiced that if this variance is approved it could open up a lot of fence variation issues.

ZBA Chair Pinchot indicated that he is not sure if the Village Board can determine if a fence would or would not help with the noise issue.

Village Administrator Connors noted that he is not sure if this case meets the hardship rule. He further pointed out that the Village has approved very few similar variances.

Trustee Olson noted that he would be in favor of consider granting this request with more information.

President Kellermann suggested planting landscaping for noise barrier. ZBA Chair Pinchot noted that would be cost prohibitive.

It was noted that the petitioners were not present, therefore, the Board suggested to table this item.

After discussion a Board proceeded with the following motion:

Motion: Trustee Olson moved, seconded by Trustee Sands, to table this item.

Ayes: Finley, Sands, Czarnik and Thomas

Nays: None

Abstain: Olson

Absent: Denny

Motion Carried. 4/0

9) Village Attorney – Report & Recommendation

- i) **Ordinance Amending Title IX, “General Regulations”, and Title XV, “Land Usage”, of the Village of Deer Park Municipal Code, and specifically, Sections 93.20; 93.21; 93.22; 93.23; 93.24; Chapter 97, Section 150.03 and 150.04***

Village Attorney Bateman explained this item as it was presented.

Motion: Trustee Olson moved, seconded by Trustee Czarnik, to approve an Ordinance Amending Title IX, “General Regulations”, and Title XV, “Land Usage”, of the Village of Deer Park Municipal Code, and specifically, Sections 93.20; 93.21; 93.22; 93.23; 93.24; Chapter 97, Section 150.3 and 150.04.

Ayes: Thomason, Czarnik, Sands, Finley and Olson

Nays: None

Absent: Denny

Motion Carried. 5/0

- ii) **Ordinance Amending the Village of Deer Park Municipal Code, Chapter 90, “Abandoned and Inoperable Vehicles”, of Title IX, “General Regulations”, of the Deer Park Municipal Code”***

Village Attorney Bateman explained this item as it was presented.

Trustee Czarnik further explained the amendments in further detail. Trustee Sands asked if the B&F would be the agency for those to file complaints.

President Kellermann replied yes that B&F would address any complaints.

Village Attorney Bateman indicated that other municipalities use similar ordinances as best practice procedure.

Motion: Trustee Czarnik moved, seconded by Trustee Olson, to approve an Ordinance Amending the Village of Deer Park Municipal Code, Chapter 90, "Abandoned and Inoperable Vehicles", of Title IX, "General Regulations", of the Deer Park Municipal Code".

Ayes: Czarnik, Sands, Olson, Thomason and Finley

Nays: None

Absent: Denny

Motion Carried. 5/0

- iii) **Ordinance Amending the Village of Deer Park Municipal Code, Chapter 31, "Village Officials and Employees", of Title III, "Administration" to Adopt the Village of Deer Park Employee Policy Manual"***

Village Attorney Bateman explained this item as it was presented.

Motion: Trustee Olson moved, seconded by Trustee Finley, to approve and adopt an Ordinance Amending the Village of Deer Park Municipal Code, Chapter 31, "Village Officials and Employees", of Title III, "Administration" to Adopt the Village of Deer Park Employee Policy Manual".

Upon Roll Call – Voice Vote – 5 Ayes/0 Nays/1 Absent – Motion Carried. 5/0

- iv) **Possible Policy Decision Relative to Establishing Common Membership on the Zoning Board of Appeals and the Planning Commission (No ordinance is required)**

Village Attorney Bateman pointed out that there are currently open positions on the ZBA of five year terms and the Plan Commission position is a three year term by Village ordinance. Village Attorney Bateman suggested not appointing for the ZBA and give the option to appoint the same members to both the ZBA and Plan Commission. Bateman noted that the Village Ordinance does not prohibit this type of appointment.

- v) **Resolution Authorizing and Approving an Agreement by and Between Thompson Elevator Inspection Service, Inc. and the Village of Deer Park***
Village Attorney Bateman explained this item.

Motion: Trustee Olson moved, seconded by Trustee Thomason, to approve a Resolution Authorizing and approving an Agreement by and Between the Thompson Elevator Inspection Service, Inc., and the Village of Deer Park.

Ayes: Czarnik, Thomason, Finley, Olson and Sands

Nays: None

Absent: Denny

Motion Carried. 5/0

- vi) **Resolution Adopting Prevailing Wage Rates in the Village of Deer Park, Cook and Lake Counties, Illinois***
Village Attorney Bateman explained this item and answered questions from the Board. It was noted that this is an annual adoption.

Motion: Trustee Sands moved, seconded by Trustee Thomason, to approve and adopt a Resolution Adopting Prevailing Wage Rates in the Village of Deer Park, Cook and Lake Counties, Illinois.

Ayes: Czarnik, Olson, Finley, Sands and Thomason

Nays: None

Absent: Denny

Motion Carried. 5/0

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

A. President Kellermann

- i) **Recommended FY2011-12 BACOG Budget & Member Assessments***
President Kellermann briefly explained this item and benefits of this organization.

Trustee Sands asked if the Deer Park Board is really driving the agenda for this organization.

Trustee Olson explained his positive experience with this organization.

President Kellermann noted that he would further question BACOG the ratio and charge for the membership dues. Trustee Sands further asked what the formula is for charging the membership rate.

Motion: Trustee Finley moved, seconded by Trustee Olson, to approve FY2011-12 BACOG Budget & Member Assessments as presented.

Ayes: Czarnik, Thomason, Olson, Finley and Sands

Nays: None

Absent: Denny

Motion Carried. 5/0

ii) Architect Review- Village Office Space Needs

Village Administrator Connors reported the interviews with three of the architect firms for the Village Office Space Needs project.

Village Administrator Connors indicated after the review process with President Kellermann, himself and two other individuals, Randy Pinchot and Dave Heidtke, they recommend Williams and Associates to prepare an office space needs assessment.

Trustee Finley stepped out of the meeting.

There was general discussion regarding the water in the barn. ZBA Chair Pinchot noted that he recognizes the water as a problem for the barn. He recommends doing the space needs study to determine the needs of the Village. Mr. Pinchot commented that the Village Hall (house) is insufficient for the Village's growing needs and if the barn is not big enough then he suggested not wasting money on renovating the barn.

Trustee Sands asked if an architect is going to deal with the water issues. Mr. Pinchot replied no and the Village would have to find another vendor for the water issues.

Trustee Sands asked the timeline for an RFQ. Village Administrator Connors noted an RFQ could be done in 2-3 weeks.

Motion: Trustee Thomason moved, seconded by Trustee Olson, to approve and negotiate an agreement with Williams & Associate and bring back to the July BOT Meeting.

Ayes: Sands, Thomason, Czarnik and Olson

Nays: None

Absent: Denny and Finley

Motion Carried. 4/0

iii) Discussion of Water Issue in Lower Level of Vehe Barn

President Kellermann led in the discussion about water in the lower level of the Vehe Barn.

Randy Pinchot, ZBA Chairman, explained that although he is not a hydraulic engineer, he would recommend discussion for a solution to the problem.

Trustee Sands asked who would prepare a scope plan to address the solution for this problem.

President Kellermann asked Randy Pinchot asked his opinion. Mr. Pinchot suggested contacting local professionals to review the issue.

Village Administrator Connors suggested soliciting three firms to bid and give proposals. Mr. Pinchot recommended inviting the three firms to come out at the same time to independently access the problem and solution. President Kellermann asked to give the firms drawings to help access the problem.

iv) Request for BACOG to Assist with ICC Grant

President Kellermann asked the Board for their support on asking BACOG to assist the Village with the ICC Grant application. President Kellermann suggested contacting State Representatives to get support and draft letter to State Representative.

Trustee Finley indicated that she would bring this up at the next BACOG meeting and she would also contact State Representative Duff. Trustee Sands noted that the application needs to be completed by June 30th.

B. Trustee Thomason - Parks & Recreation

Park Issues June 2011 Report*

Trustee Thomason explained the Park Report as it was presented and was available for questions from the Board.

Village Administrator Connors noted that he's meeting with Bill Krookenburg from Ela Township on Wednesday to prioritizing projects.

Trustee Thomason noted the he will encourage communication with the Homeowner's Association regarding park issues.

Trustee Olson pointed out that the sign at D'Angelo Park needs attention.
Trustee Sands noted that the Park Report is good comprehensive information.

Trustee Thomason provided an Ela Soccer update and indicated there is minor work to put in fill at the park. Village Administrator Connors noted there has not been any activity as of yet.

Trustee Thomason noted that there are lots of weeks and noted that can be fixed; the goal is to get it fixed.

C. Trustee Denny— Finance/Public Safety

Finance Report*

Treasurer Stade provided an update on the Collateral Agreement with Harris Bank and Fraud and Internal Control.

Treasurer Stade explained Trustee Denny's recommendation to conform the accounting presentation of the Parks and Barn Funds and to create a Tourism and Commerce Enhancement Fund. Trustee Olson expressed his support for the Tourism fund recommendation.

Motion: Trustee Finley moved, seconded by Trustee Olson, approval to create the Tourism & Commerce Enhancement Fund in the Village of Deer Park's books and records in order to account for the financial activities related to the Hotel Tax Commencing May 1, 2011 and thereafter.

Ayes: Finley, Olson, Czarnik, Thomason and Sands

Nays: None

Absent: Denny

Motion Carried. 5/0

Trustee Finley moved, seconded by Trustee Olson, approval to terminate the Park Fund and the Barn Fund from the Village of Deer Park's books and records and to account for the financial activities of those Funds as separate sections from within the General Fund for the year commencing May 1, 2011 and thereafter.

Ayes: Czarnik, Finley, Olson, Sands and Thomason

Nays: None

Absent: Denny

Motion Carried. 5/0

Trustee Finley spoke in Trustee Denny's absence regarding the Safety Matters Report. Trustee Finley proposed an ordinance for administrative penalties relating to impoundment fees.

Village Attorney explained and noted that he would like to further discuss this with Trustee Denny.

President Kellermann suggested tabling this item; the Board concurred. **This item was tabled.**

Trustee Finley explained the CERT program and asked the Board to consider creating a CERT Program. Trustee Finley also asked to solicit for volunteers in the Village newsletter.

Trustee Finley asked that those interested to assist in the development of the Village's CERT Program to contact Trustee Denny direct. President Kellermann noted that Hawthorn Woods community has a similar ordinance. President Kellermann concurred with putting an article in the newsletter.

D. Trustee Olson – Vehe Farm

i) Website Update, Tourism Committee Update and Vehe Property Matters Report*

Trustee Olson provided a brief update on the Village website, Tourism Committee and Vehe Property matters. Trustee Olson noted that Trustee Sands volunteered to relinquish his position on the Tourism Committee.

There was brief discussion about the Hampton Inn regarding funding of extended hours of van availability. Discussion to continue.

ii) **Consideration of resealing and restriping of Barn parking lot**

Trustee Olson noted he is getting bids to reseal and restripe the Barn parking lot. This item was tabled.

iii) **Discussion of the Fate of the Small Corn Crib**

Trustee Olson suggested taking down the small corn crib and saving the wood. Trustee Czarnik recommended looking at the cost to take the corn crib down. President Kellermann noted that he supports taking down the corn crib and suggesting contacting Ela Township to assist.

E. Trustee Finley – Health, Sanitation & Public Utilities

Mosquito Control Update

Trustee Finley provided an update on the Clarke Mosquito program. Trustee Finley noted according to Clarke, Deer Park has an 80% breeding sites for mosquitos which will be treated.

Trustee Finley expressed her concerns with not having the funding for this program. She suggested that if there are a lot of complaints from the residents to look at future funding and support of this program..

Trustee Finley further suggested posting information in the Village Newsletter and Village Website.

Village Administrator Connors noted that the Village sends out CTY messages indicating when Clarke would be spraying the area. Village Administrator Connors indicated that there have no complaints so far.

Trustee Czarnik asked about the success rate with the spray. Village Administrator Connors explained the process. President Kellermann noted that there is \$1,800 in the budget for Clarke expenditures.

Trustee Finley expressed her concerns with West Nile. President Kellermann asked Village Staff to post information regarding this matter in the Village Newsletter and Village Website.

Motion: Trustee Olson moved, seconded by Trustee Finley, to approve an excessive amount of \$5,000 for the mosquito program.

Ayes: Finley and Olson

Nays: Thomason, Czarnik and Sands

Absent: Denny

Motion Failed 3-2

F. Trustee Sands – Roads & Drainage

i) Road Project Update

Trustee Sands provided an update on the Road Projects which includes all the streets scheduled for patching (Rue Valle to Glenn Hurst; Hidden Pine; Meadow Lane).

ii) Crack Sealing Approval

Trustee Sands provided an update on Charlie Brown parking sealing project.

iii) Dover Pond Tennis Courts Drainage/Repair Update/Authorization

Trustee Sands provided an update.

iv) Country Corner Subdivision Sign Replacement Authorization

Trustee Sands provided an update and indicated that Ela Township will replace the sign with standard reflectors. Village Administrator Connors noted that he would get an update on Wednesday and bring back to the July Village Board meeting.

v) Hamilton Park Phase II Drainage Study Authorization

Trustee Sands noted that options are currently being evaluated of about \$15,250 for the cost. He will continued to keep the Board updated on the status of this project.

Motion: Trustee Sands moved, seconded by Trustee Finley, to approve Hamilton Park Phase II Drainage Study

Ayes: Olson, Thomason, Czarnik, Sands and Finley

Nays: None

Absent: Denny

Motion Carried. 5/0

G. Trustee Czarnik – Planning, Development & Zoning

Discussion on Village Business Card Redesign*

Trustee Czarnik distributed color copies of sample Village business card redesigns and stationary letterhead for the Board's review and recommendation.

It was the consensus of the Board the third sample on the left of the sample sheet. Trustee Czarnik noted that he would come back with prices/bids.

Trustee Czarnik further noted that with the coordination of Village Staff Josie, Village Identity Badges were issued to Village Staff and Village Officials. Trustee Czarnik noted to contact him if the Officials didn't get their badge.

H. Administrator Connors

i) Review of Draft Village Website Policy*

Village Administrator Connors asked the Village Board to review and to forward comments to his attention. This will be coming back to the July BOT meeting for further discussion.

ii) BACOG UIU Groundwater Modeling Program Water Quality Study

Village Administrator Connors noted that he is on this Committee and that the meetings would be held in Barrington Hills.

iii) Voting Site Agreement with Lake County for March 20, 2012 and November 6, 2012*

Village Administrator Connors explained this item.

Motion: Trustee Olson moved, seconded by Trustee Finley, to approve the voting site agreement with Lake County for March 20, 2012 and November 6, 2012.

*Upon Roll Call – Voice Vote – 5 Ayes/0 Nays/1 Absent – Motion Carried.
5/0*

I. Treasurer Stade

None

J. Village Clerk Schroeder

- i) **Approval of the cost to print, mail and prepare the Village Summer Newsletter with a cost not to exceed \$1,100.00 (Forrest Press \$502.00 and Mail Processing \$488.10)***

Motion: Trustee Finley moved, seconded by Trustee Olson, to approve cost to print, mail and prepare the Village Summer Newsletter with a cost not to exceed \$1,100.

Ayes: Finley, Olson, Sands, Thomason and Czarnik

Nays: None

Absent: Denny

Motion Carried. 5/0

- ii) **Monthly Clerk Report**

Village Clerk Schroeder provided a brief update on the FOIA activities and other interoffice updates.

11) Investments Held Report

Approval of the Investments Held Report for May 31, 2011 in the amount of \$1,909,920.85*

Motion: Trustee Olson moved, seconded by Trustee Finley, the approval of the Investments Held Report for May 31, 2011 in the amount of \$1,909,920.85.

Ayes: Sands, Czarnik, Thomason, Finley and Olson

Nays: None

Absent: Denny

Motion Carried. 5/0

12) Cash Disbursements

Approval of Expenditures Totaling \$203,389.84 (accounts payable in the amount of \$179,237.99; check register \$901.74 plus payroll in the amount of \$23,250.11*

Motion: Trustee Olson moved, seconded by Trustee Finley, the approval of Expenditures Totaling \$203,389.84 (accounts payable in the amount of \$179,237.99; check register \$901.74 plus payroll in the amount of \$23,250.11.

Ayes: Sands, Thomason, Czarnik, Olson and Finley

Nays: None

Absent: Denny

Motion Carried. 5/0

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

None

14) New Business

None

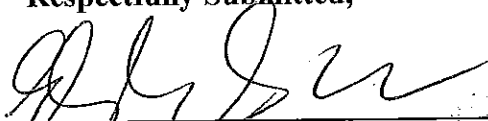
15) Adjournment

President Kellermann entertained a motion to adjourn.

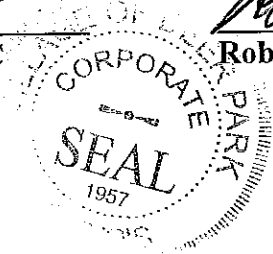
Motion: Trustee Finley moved, seconded by Trustee Olson, to adjourn at 11:06 p.m.

Upon Roll Call – Voice Vote – 5 Ayes/0 Nays/1 Absent – Motion Carried. 5/0

Respectfully Submitted,


Elizabeth A. Schroeder, RMC


Robert Kellermann, 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.