

**Village of Deer Park  
Special Board Meeting Minutes  
December 18, 2003**

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**1. CALL TO ORDER**

The Special meeting of the Board of Trustees of the Village of Deer Park was held on Thursday, December 18, 2003 at the Village Office, 23680 W. Cuba Road, in the Village of Deer Park, Lake County, Illinois.

President Karl called the meeting to order at 8:05 p.m. Upon roll call the following were present: President Karl, Trustees Dowell, Gifford, Kizior, Plautz, and Werch. Trustee Ekstrom was absent. Other Village Officials present were Administrator Diesen-Dahl, Clerk Smith, and Attorney Hargadon.

Guests present were: Roger Hankin (20856 Swansway); Carrie Groeller (219 Rue Touraine); Dennis Bridge (23675 Hedgeworth); Teri Bridge (23675 Hedgeworth); Thomas Benjamin (20366 Lea Road); Layla Broadus (23009 Thornhill Court); Wanda Czaja (515 Rue Royale); Mary Lahr (201 Rue Touraine); Ron Ezsak (222 Court LaGrov); Jim Peterson (Vehe Farm Foundation).

**2. AGENDA CHANGES AND ANNOUNCEMENTS**

None.

**3. CONSENT AGENDA**

A. Minutes from the:

- i) Zoning Board of Appeals Meeting held 12/8/03
- ii) Regular Board of Trustees Meeting held November 17, 2003

B. From the Engineer:

- i) Pay Request #1 for Old Farm Drainage Improvements payable to Neri Brothers Construction, Inc. in the amount of \$9,978.00.
- ii) Pay Request #2 for Swansway Drainage Improvements payable to Martam Construction in the amount of \$147,987.90.

MOTION: by Gifford second by Dowell to accept the Consent Agenda. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

**4. VEHE FARM CONSTRUCTION SCHEDULE**

Jim Peterson presented on behalf of the Vehe Farm Foundation. Mr. Peterson noted new copy on construction schedules reflects corrected amounts, and referenced construction schedules dated 11/7/03.

At the October Board Meeting, the Board asked for additional information concerning the possible options within the proposed construction schedule. Mr. Peterson noted the Foundation would like to complete as much of the building work next year as possible, leaving site improvements for 2005. Building work on barn and outbuildings as proposed for next year total \$1,366,860. If complete only sufficient amount on main barn as required for Village meetings (including related utility services, outbuildings, and underground extension of electrical service to the Village Office), the total expenditure would be \$1,213,580. The Barn would then be usable for Village meetings no later than March of 2005. Items which could be delayed include:

- Kitchen and food service area (\$88,000)
- Build out only one toilet room (\$51,730)
- Third floor studio space (\$17,800)
- Extension of utility services to outbuildings (\$8,250)

Mr. Peterson noted Trustee Ekstrom asked for cost breakout on each of the outbuildings; figures were provided to Trustee Ekstrom yesterday. Breakdown was provided was provided to Board; total for outbuildings that might be deferred is \$53,000, as follows:

- Shed A (\$2,000)
- Shed B (\$11,000)
- Shed C, also called the Machine Shop (\$29,000)
- South Corn Crib (\$11,000)

Vehe Farm Foundation encourages outbuildings be completed next year, due to poor condition of the buildings—specifically the south chicken coop and the machine shop.

All dollars are expressed in 2004 dollars. Trustee Dowell noted the interest rate the Village would achieve would most likely minimize effect of Net Present Value calculations on decision making.

Trustee Kizior asked, if Board chooses or needs to defer items, possibility of items being completed in 2005. Mr. Peterson indicated deferred items would be easy to complete in 2005; completing work on 2004 items will be much more difficult.

Mr. Peterson indicated it would make sense to bid all of the items now to allow the most flexibility in decision-making regarding construction.

Trustee Gifford asked if Board approval would help the Foundation with fundraising. Mr. Peterson indicated approval would help, and noted the Foundation has already seen a greater amount of interest in the project in the community at large since the outside work of the barn has been completed. Commitment to the project allows greater potential for outside dollars.

Mr. Peterson noted the contractor has been very good to work with. Have encountered problems that would be expected with a project of this type; contractor has been able to complete the construction and hold the budget.

Trustee Dowell indicated he has been asked whether or not the Village can afford to do this. The Board has committed to the project; the choice before the Board is that of funding over a one year or multi-year time period. The lion share of cost occurs in the first year, regardless of final schedule. Stressed the need to look at this as an investment for the Village. Village committed \$390,000 for work thus far this year, and previously committed land costs. Village should be willing to look at its investment base. Would rather see funds pulled out of investment base to avoid borrowing. Little logic in deferring 10% of costs unless need to during the construction process.

Trustee Kizior indicated he liked having the contingencies to allow for flexibility.

Mr. Peterson noted in previous conversations with Trustee Ekstrom, he was questioned as to the costs for this project relative to a similar municipal facility. Based upon the square footage, costs for this project are lower than comparable buildings with same square footage, given published schedules for construction costs indices.

Trustee Plautz questioned Mr. Peterson regarding the vision of the Foundation regarding uses for buildings other than main barn. Mr. Peterson noted the smaller buildings would be used for activities similar to the event held this summer. The vision of the Foundation for the property as a whole is related to these outbuildings. Not just visually, but functionally, as it gives options for community center uses. Loss of outbuildings would significantly diminish the potential uses of the site; cost is only \$53,000. Trustee Werch indicated he empathizes with those having difficulty dealing with large numbers in terms of expenditures. In environment where interest rates are unbelievably low, could be very sound investment. Noted the Board is dealing with something real and tangible that will give back to the community. Will not cause cuts to services for residents, and is good for the reputation of the

Village, property values, and the community as a whole. Trustee Kizior stated Board should choose the least amount of money spent in a schedule with the shortest time to lower actual value of cost of dollars being spent. Mr. Peterson indicated there is currently a favorable construction climate. Do not see construction costs going down, as have held steady for some time.

Trustee Dowell indicated the greatest risk is deferring significant costs out into the future, as it makes the costs vulnerable to increase.

Trustee Kizior prefers to make outbuildings an option E in the construction schedule as an item that could be deferred, if necessary.

Trustee Dowell asked when the first funding would occur under this schedule. Mr. Peterson indicated there would be some expenditures for schedules, plans, etc., but that construction would not begin until March, as won't be bid until February at the earliest. March would be when large expenditures would begin (until then, less than \$30,000). First significant costs due to billing lag would be April.

Mr. Peterson noted another risk is one of momentum with the project—keeping key volunteers involved.

MOTION: by Kizior second by Dowell to take out to bid Vehe Farm Construction according to schedule option 1, holding as contingencies items 2a, 2b, 2c, 2d, and outbuildings as 2e. Options to be separately priced and completed at owners' option. Upon roll call:

YES: (5) Dowell, Gifford, Kizior, Plautz, Werch

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

Board recognized and thanked Mr. Peterson for all of his efforts and commitment to this project.

**5. ENGINEERS' REPORT**

**A. Long Grove Lift Station—ComEd Service Contract**

In absence of Engineer Gordon, Attorney Hargadon indicated Board needs to ratify the contract and approve expenditure for the work to be completed by ComEd in order to provide power to the lift station along Long Grove Road, per the 11/6/03 memo from Engineer Gordon.

MOTION: by Gifford second by Dowell to approve an expenditure of \$1,482.89 for the Long Grove Road lift station and to ratify the Customer Work Agreement. Upon roll call:

YES: (5) Dowell, Gifford, Kizior, Plautz, Werch

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

**6. REPORTS**

**A. Attorney Hargadon**

**i) Resolution 03-03: Resolution Adopting Policies Related to Electronic Mail Usage Among Trustees and the Scheduled Review of Closed-Session Meeting Minutes.**

This resolution provides guidelines to prevent Trustees from circumventing the Open Meetings Act, and implementing a biannual review of closed session meeting minutes to determine whether or not closed minutes can be made public.

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MOTION: by Dowell second by Gifford to adopt Resolution 03-03: Resolution Adopting Policies Related to Electronic Mail Usage Among Trustees and the Scheduled Review of Closed-Session Meeting Minutes. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

- ii) Letter from Lake Zurich Rural Fire Protection District regarding Resolution 2003-R-1 (signalization costs).

Withdrawn pending receipt of further information from the Fire Department.

- iii) Ordinance 03-18: Sewer Services Ordinance—Third Revised.

Requested by Sikich Gardner (administrator of sewer billing) to create annual resolution setting forth the annual administration cost. Ordinance 03-18 fulfills this request, and creates, in effect, the same rules for properties regardless of when they entered into Deer Park (creating jurisdiction and regulations for the properties that will be annexed to Deer Park from Kildeer subject to the Kildeer boundary agreement. When these properties annex, owners will pay MWRD fee, then pay the connection fee to MWRD over a 5 year period).

MOTION: by Gifford second by Kizior to approve Ordinance 03-18: Sewer Services Ordinance—Third Revised. Upon roll call:

YES: (5) Dowell, Gifford, Kizior, Plautz, Werch

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

**B. President Karl**

- i) Barrington School District 220 has requested a Proclamation in recognition and support of the School District's 30<sup>th</sup> year.

MOTION: by Gifford second by Dowell to authorize President Karl to sign the Proclamation regarding Barrington Community Unit School District 220's 30<sup>th</sup> Anniversary. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

**C. Administrator Diesen-Dahl**

- i) Approval of landscaping costs for Village Office and Driveway Area. Driveway completed. Grading created need for brick wall to protect the foundation from exposure prior to winter.

Trustee Plautz noted the crack in the foundation, and questioned whether there is a concern about stress on the foundation. Administrator Diesen Dahl noted Building and Zoning Inspector Holmes has been requested to inspect the foundation.

Board questioned if there has been water in the basement. Administrator Diesen Dahl indicated only a small amount in one corner a few weeks ago. Not concerned about records, as they are stored off of the ground.

While recognizing the need for expediency in this case, Trustee Dowell reminded Board members not to obligate the Village for amounts over approved limits.

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MOTION: by Dowell second by Gifford to approve the bill for Sal's Landscaping for Driveway landscaping in the amount of \$1543. Upon roll call:  
YES: (5) Dowell, Gifford, Kizior, Plautz, Werch  
NO: (0)  
ABSENT: (1) Ekstrom

Motion Carried 5/0

ii) Liquor license renewals.

Liquor licenses are expiring 12/31/03. Kildeer Police are processing renewals; three have been approved already. Requesting Board approval on all renewals contingent upon approval of remaining renewal applications by Kildeer Police. No actions pending against any of these license holders.

MOTION: by Dowell second by Kizior to approve the renewal of liquor licenses for the following establishments: Brunswick Zone, California Pizza Kitchen, Biaggis, Max & Ermas, Noodles, and Stoney River Steakhouse, contingent upon clearance from the Kildeer Police Department. Upon voice vote:

YES: (5)  
NO: (0)  
ABSENT: (1) Ekstrom

Motion Carried 5/0

D. Trustee Dowell--Finance

i) Information on the Calculation of the Per Acreage Charge for the Calendar Year 2004.

Printouts included in Board packages on annually revised charge for sewer billing. Rates set are \$87.10 per acre operations charge; and interest rate of 9%.

MOTION: by Dowell second by Gifford to approve the revision in Total Per Acre Operation Charge to \$87.10 and approve the annual interest rate at 9%. Upon Roll call:

YES: (5) Dowell, Gifford, Kizior, Plautz, Werch  
NO: (0)  
ABSENT: (1) Ekstrom

Motion Carried 5/0

E. Trustee Gifford

i) Walked potential Praedium development with Planner Savoy and Engineer Gordon. Previously had been Board discussion regarding ways to route the bike path over the stream. Came up with several ideas for possible northern extensions.

**7. REQUEST FOR DONATION-BARRINGTON YOUTH SERVICES**

Request for donation from Barrington Youth Services—tabled to next month pending invitation to the Executive Director of BYS to come before the Board. Have budgeted money in current year budget; Trustee Dowell to contact the Executive Director for invitation to appear before the Board.

Trustee Dowell has spoken with the Village Treasurer to explore criteria for charitable giving in the future.

**8. TREASURERS INFORMATION**

MOTION: by Dowell second by Gifford to approve the Treasurers Information dated 11/30/2003. Upon voice vote:

YES: (5)  
NO: (0)  
ABSENT: (1) Ekstrom

Motion Carried 5/0

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**9. CASH DISBURSEMENTS**

MOTION: by Dowell second by Gifford to approve the Cash Disbursements for the period 11/18/03 through 12/15/03 in the amount of \$545,053.96.

YES: (5) Dowell, Gifford, Kizior, Plautz, Werch

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

**10. PUBLIC COMMENTS**

President Karl limited comments to two minutes each.

*Resident Carrie Groeller* questioned if there was any elected official present not currently living within the Village, or who has not been living in the Village within the last twelve months. President Karl indicated he retains a house. Has lived there within the last twelve months (from the date of this meeting).

**11. ADJOURNMENT TO EXECUTIVE SESSION**

MOTION: by Gifford second by Dowell to adjourn to Executive Session to discuss possible land acquisition/annexation, ongoing litigation, and Staff Compensation. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

The Special Meeting of the Board of Trustees was temporarily adjourned at 9:00 p.m.

**12. REOPEN SPECIAL MEETING**

MOTION: by Gifford second by Dowell to reopen the Special Meeting of the Board of Trustees. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

The Special Meeting of the Board of Trustees was reopened at 9:45 p.m.

**13. ADJOURNMENT**

MOTION: by Gifford second by Dowell to adjourn the Regular Meeting of the Board of Trustees. Upon voice vote:

YES: (5)

NO: (0)

ABSENT: (1) Ekstrom

Motion Carried 5/0

The Regular Meeting of the Board of Trustees was adjourned at 9:46 p.m.

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Richard C. Karl, President

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Sandra R. Smith, Village Clerk