

MINUTES
VILLAGE OF DEER PARK
BOARD OF TRUSTEES MEETING AGENDA
April 18, 2011 • 6:00pm
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, April 18, 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 6:00 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, and Pratscher. Trustees Kizior and Sands entered the meeting at 6:04 p.m. and Trustee Evans entered the meeting at 6:05 p.m.

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

3) Approval of Agenda

President Kellerman entertained a motion to approve the agenda with minor changes.

Motion: Trustee Olson moved, seconded by Czarnik, to approve the agenda with minor changes as discussed.

Upon Roll Call – Voice Vote – 3 Ayes/0 Nays/3 Absent – Motion Carried 3/0

4) Approval and Release of Regular Board of Trustees Meeting of March 21, 2011 Minutes and Special Board of Trustees Meeting Minutes of April 4, 2011*

President Kellermann entertained the following motion:

Motion: Trustee Pratscher moved, seconded by Trustee Olson, to approve and Release of Regular Board of Trustees Meeting of March 21, 2011 Minutes and Special Board of Trustees Meeting Minutes of April 4, 2011.

Upon Roll Call – Voice Vote – 3 Ayes/0 Nays/3 Absent – Motion Carried 3/0

5) Executive Session: Discussion of Litigation which is Probable or Imminent

President Kellermann entertained a motion to enter into Executive Session to discuss Litigation which is Probable or Imminent a 6:02 p.m.

Motion: Trustee Olson moved, seconded by Pratscher to enter into Executive Session at 6:02 p.m. to discuss litigation which is probable or imminent.

Ayes: Czarnik, Olson, and Pratscher

Nays: None

Motion Carried. 3/0

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

Trustees Evans, Kizior and Sands were absent. Others present included Village Administrator Connors, Attorney Bateman and Clerk Schroeder.

Trustees Kizior, Sands entered at 6:04 p.m. and Evans entered into Executive Session at 6:05 p.m.

After discussion, President Kellermann entertained a motion to exit Executive Session at 7:04 p.m.

At this time, President Kellermann and Trustees Czarnik, Olson, Czarnik, Pratscher, Evans and Sands exited Executive Session at 7:04 p.m.

Motion: Trustee Sands moved, seconded by Trustee Olson, to exit Executive Session at 7:04 p.m.

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

Motion: Trustee Evans moved, seconded by Trustee Pratscher, approval to enter in the regular session of the Board of Trustee meeting at 7:06 p.m.

Upon Roll Call – 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.

Deborah Barry of 412 Bramble Lane expressed her concern with the Regular Board of Trustee Meeting being held and scheduled on major holidays and/or observances for the Jewish community. Ms. Barry asked that the Board take these holidays into consideration when scheduling Board meetings.

Ms. Barry further expressed her concerns with the impact on Deer Park residents of the Lake Zurich restaurant Beelow's zoning request for outside entertainment. Ms. Barry asked the Board to support the Deer Park residents' effort in opposing this request.

Ms. Barry pointed out that Trustee Olson will provide a Tourism update under his agenda

item.

Ms. Lee of Oakridge Subdivision expressed her concerns with the recent burglary incident at her home. She asked for the Board's support to educate the residents about her incidents to prevent further problems. She noted that her house was the fourth house burglarized in the past two years and asked that the Village communicate this to the community to prevent future incidents.

Ms. Barb Turner of 21 Clover expressed her concern about her neighbor, Mrs. Lee regarding the break-ins within the village. She suggested holding a safety meeting with the residents regarding the recent incidents. President Kellermann asked that she contact the Police Chief to discuss her request for a resident meeting regarding this matter.

7) Kildeer Police Report*

Chief Rossi explained Ms. Lee's incident and noted that it was addressed accordingly. Chief Rossi indicated that the incident happened on March 23 between 1-4:45 p.m. that day and noted it was a forced entry. Chief Rossi noted an officer was sent to investigate the incident.

Chief Rossi recommended that the Village issue licenses/badges to those soliciting services to help identify suspicious activity.

Chief Rossi noted that a burglar scam incident happened in Kildeer on March 28th which triggered the CTY message to remind homeowners in Kildeer and Deer Park on safety precautions and awareness to this kind of activity.

Chief Rossi encouraged residents to call 9-1-1 if they are witnessing suspicious activity.

Deborah Barry of 412 Bramble Lane recommends residents calling the police to report suspicious activity to help the police recognize any activity patterns. Ms. Barry asked Chief Rossi if there was communication with surrounding police departments. Chief Rossi noted there is communication between other police departments regarding community activity.

It was suggested to communicate awareness tips on a bulletin or Village website. Chief Rossi noted that he didn't want to give criminals information. Chief Rossi suggested using the CTY Connect system with Deer Park.

President Kellermann suggested having a neighbor meeting to address concerns.

Larry Winkelman noted that he hopes the dialog between the residents and Village creates more action together.

Trustee Evans encouraged proactive meetings with the residents and Village.

Marlene Smetana asked for the Village Board's support to oppose the proposed variance

from Beelow's restaurant for outdoor entertainment. Ms. Smetana expressed her concerns about the Lake Zurich's restaurant. She noted that she has a petition from Deer Park opposing the variance.

Ms. Smetana noted that the hearing is at the Village of Lake Zurich Village Hall at 703 Main Street on Wednesday, April 20th. Ms. Smetana asked for Deer Park Village for support.

With no further comments, President Kellermann closed the public comments at 8:04 p.m.

8) Village Engineer – Report & Recommendation

9) Village Attorney – Report & Recommendations

i) Establish an Ordinance Amending the Village of Deer Park Municipal Code, Amendments Relative to Fees, Penalties, Building Regulations (Energy Conservation Code)*

Attorney Bateman explained the proposed ordinance and answered questions from the Board.

Motion: Trustee Pratscher moved, seconded by Trustee Czarnik, to approve an ordinance amending the Village of Deer Park Municipal Code, Amendments Relative to Fees, Penalties, Building Regulations (Energy Conservation Code).

Ayes: Kizior, Olson, Sands, Evans and Sands

Nays: None

Motion Carried. 6/0

ii) An Ordinance Authorizing the Sale and/or Other Disposal of Personal Property Owned by the Village of Deer Park*

Attorney Bateman explained this item. There was discussion about giving the Village Administrator the authority to dispose of Village property of a certain value without use of an ordinance.

Motion: Trustee Evans moved, seconded by Trustee Pratscher, to approve an ordinance authorizing the sale and/or other disposal of personal property owned by the Village of Deer Park.

Discussion:

Village Administrator Connors suggested amending the ordinance at a later time to give the Administrator authority of a certain value of Village property without the use of an ordinance.

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

Nays: None

Motion Carried. 6/0

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

A. President Kellermann

i) Discussion Only - Proposed Draft Resolution Opposing Reduction of Distributive Revenues*

President Kellermann explained this item and entertained the following motion:

Motion: Trustee Pratscher moved, seconded by Trustee Evans, to approve and draft a Resolution opposing reduction of distributive revenues.

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

ii) Report on Congressman Walsh Meeting

President Kellermann read an article in the New York Times about the event held at Vehe Barn which was a very effective meeting. President Kellermann thanked Village staff for their assistance with this important meeting.

President Kellermann noted there were some parking issues due to the high level of attendance and will be taken into consideration at future events of his level.

Trustee Evans recommended to be better prepared in the future.

iii) PROCLAMATION – Municipal Clerk’s Week – May 1- 7, 2011*

President Kellermann proclaimed May 1 – 7, 2011 as Municipal Clerk’s Week.

President Kellermann expressed his gratitude to Municipal Clerks.

B. Trustee Evans – Parks

i) Parks Update

Trustee Evans expressed her concerns about Dover Pond.

ii) Care of Trees Bid

Trustee Evans reported the cost of \$20-30,000 for an inventory assessment and plan for Village property.

Trustee Kizior noted that Barrington got a grant for \$20,000 as referenced in an article in the Northwest Herald. Trustee Kizior suggested using the Care of Trees bid as a baseline of cost on the high end.

Ms. Finley noted that she could talk with the Care of Trees company to discuss a plan for the Village.

Attorney Bateman noted that Barrington did implement a plan for the Emerald Ash Borer trees.

Trustee Kizior suggested getting an inventory of the Village trees.

iii) Reimbursement to Park Hill Estates Homeowner's Association, for Landscape in the amount of \$750.00*

Trustee Evans noted that the HOE was not granted an extension as noted in the back-up material or did not meet the deadline for submittal. Trustee Evans suggested that these requests will need monitoring in the future and review of the program.

Trustee Kizior noted that in fairness to the HOE, he would support the request.

Motion: Trustee Olson moved, seconded by Trustee Sands, to approve reimbursement to Park Hill Estates Homeowner's Association for landscape in the amount of \$750.

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

Nays: None

Motion Carried. 6/0

iv) Installation of four park benches by Ela Highway for a total cost of \$900.00

Village Administrator Connors explained this item. It was noted that the benches were purchased from the Groot recycling rebate funds.

Motion: Trustee Evans moved, seconded by Trustee Olson, to approve the installation of four park benches by Ela Highway for a total cost of \$900.

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

Nays: None

Motion Carried. 6/0

v) **Approval of Amended Park Use Request Form – User Rental Fees for Village field/parks***

Trustee Evans pointed out the changes made to the form.

Trustee Kizior asked if BYBS applied to rent the field. Trustee Evans replied yes.

Motion: Trustee Pratscher moved, seconded by Trustee Evans, to approve the Park Use Request Form – User Rental Fees for Village Fields/parks for the use of Barrington Youth Baseball and Softball at \$20 for two hour per game maximum.

Ayes: Czarnik, Kizior, Sands, Pratscher and Evans

Nays: None

Abstain: Olson

Motion Carried. 5/0

Trustee Kizior noted that the parks need to be monitored if reserved hence the use of the reserved signage.

Village Administrator Connors asked for an answer on the use of the form so Village staff can handle incoming applications.

Motion: Trustee Evans moved, seconded by Trustee Pratscher, to approve the Park User Request Form – User Rental Fees for the Village fields/parks as presented.

Discussion:

There was general discussion about increasing the fees and review the form, therefore, Trustees Evans and Pratscher withdrew their motion.

No action taken – Motion Withdrawn.

C. **Trustee Kizior – Finance**

Adoption of the FY2011-12 Budget*

Trustee Kizior highlighted the budget as it was discussed at the Special Board meeting on April 4th.

There was general discussion and recommendations that included adding \$15,000 to Hamilton Park; adding \$5,000 extra to Trees for a total of \$15,000; and adding \$10,000 extra to Vehe Barn.

Trustee Pratscher suggesting changing the line item from Administrative Contingency to “Employee Compensation and Benefits”.

With no further comments, the Board proceeded with the following motion:

Motion: Trustee Kizior moved, seconded by Trustee Olson, to accept and approve amended budget items (\$10,000 Vehe Barn; \$15,000 Hamilton Park and change line item language from Administrative Contingency to Employee Compensation & Benefits, for FY2011-2012.

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

Nays: None

Motion Carried. 6/0

Trustee Evans asked if the employee compensation funds includes cost for moving to the Vehe Barn. It was noted that it did not include those costs and that moving Village Hall to the Vehe Barn is a separate fund. Trustee Evans expressed her opinion that moving Village Hall to the Vehe Barn is a mistake.

There was general discussion regarding a policy for the Village's new website and the Butterfly Garden.

Trustee Pratscher asked the incoming Trustees consider keeping the Vehe Barn outlot buildings for future use.

D. Trustee Olson – Vehe Barn & Tourism

Website, Vehe Barn and Tourism Committee Update*

Trustee Olson referenced his memo regarding these items and was available to answer questions from the Board.

Trustee Sands suggested a 20/20 Plan for the Village plan.

E. Trustee Pratscher – Health & Sanitation

Recap: April 2nd Electronic Recycling Collection at Deer Park Center (PC Smart Bar)*

Trustee Pratscher referenced the recap from SWALCO regarding the April 2nd electronic recycling collection in Deer Park. She suggested posting on the website and Village Newsletter.

F. Trustee Sands – Roads & Drainage

Update on Road and Drainage Projects

Trustee Sands noted that the grant for Rainbow Road is still pending and noted that he will continue to keep the Board posted on the progress.

Trustee Sands provided an update on the Road Program and Patching progress. Trustee Kizior pointed out two potholes on Dover Road.

Trustee Sands thanked the outgoing Trustees for their services during their tenure as Village Trustees.

G. Trustee Czarnik – Planning & Zoning
Update on Property Maintenance Code

Trustee Czarnik provided an update on the Property Maintenance Code is still in the pending process.

Trustee Czarnik noted that there are building issues on a monthly basis. Trustee Czarnik pointed out that on April 12 the Village received a request for a permit for the demolition of Muddy Paws.

Trustee Kizior pointed out an RV parked on Rue Valley. Administrator Connors noted that staff will investigate and handle according to the RV ordinance procedures.

H. Administrator Connors

i) Comcast Annual Report for 2010*

Village Administrator Connors highlighted the report as presented.

ii) Review of draft Employee Policy Manual*

Village Administrator Connors asked the Board to review the draft document and encourage forwarding comments to his attention.

Village Administrator Connors provided the Board with an update on the redevelopment property along Rand Road Corridor for a retail/office development. He noted that there are traffic and environmental issues. Administrator Connors noted that he would continue to keep the Board posted on this matter.

I. Treasurer Stade

Adoption of FY2010-2011 Supplemental Appropriation Ordinance*

Treasurer Stade explained this item and recommends approval.

Motion: Trustee Kizior moved, seconded by Trustee Olson, to adopt the FY2010-2011 Supplemental Appropriation Ordinance.

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

Nays: None

Motion Carried. 6/0

J. Village Clerk Schroeder

Clerk Report

Clerk Schroeder noted that the Spring Newsletter went out to the residents and was well received.

Trustee Czarnik asked to consider using a color paper for the newsletter; recommends editing the articles before printing and finally suggested using more pictures. Clerk Schroeder noted that she would work with Trustee Czarnik in regards to the paper used for the Village newsletter.

Administrator Connors indicated that in regards to editing the newsletter articles submitted by the Trustees; the former clerk was told not to change the articles and accept the articles as presented by the Board.

Clerk Schroeder informed the Board she would send out a reminder e-mail when articles are due for the Summer issue in July.

11. Investments Held Report

Approval of the Investments Held Report for March 31, 2011 in the amount of \$1,833,482.74*

Motion: Trustee Kizior moved, seconded by Trustee Pratscher, to approve the investments held report for March 31, 2011 in the amount of \$1,833,482.74.

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

12. Cash Disbursements

Approval of Expenditures Totaling \$179,480.45 (accounts payable in the amount of \$155,028.99 plus payroll in the amount of \$23,582.51 and check register for \$868.95)*

Motion: Trustee Pratscher moved, seconded by Trustee Kizior, to Approve the Expenditures Totaling \$179,480.45 (accounts payable in the amount of \$155,028.99 plus payroll in the amount of \$23,582.51 and check register for \$868.95).

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

Nays: None

Motion Carried. 6/0

13. New Business

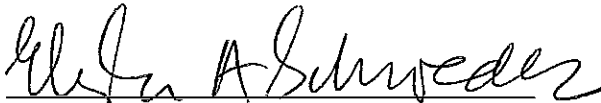
14. Adjournment


President Kellermann entertained a Motion to adjourn at 10:23 p.m.

Motion: Trustee Evans moved, seconded by Trustee Pratscher, to adjourn at 10:23 p.m.

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

Respectfully Submitted,


Elizabeth A. Schroeder, RMC
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.