

**MINUTES OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
VILLAGE OF NORTHFIELD
Tuesday, July 18, 2017 - 7:00 p.m.**

As provided for by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall at 7:00 p.m. on Tuesday, July 18, 2017 for the Regular Board meeting. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

PRESENT: Trustees Allan Kaplan
Greg Lungmus
Thomas Terrill
John Gregorio
John Goodwin (via telephone)

ABSENT: Tom Roszak

ALSO PRESENT: Attorney Everette M. Hill, Jr.

CONSIDERATION OF TRUSTEE GOODWIN'S REQUEST FOR ELECTRONIC PARTICIPATION IN THE MEETING

President Frazier pointed out that as noted on the Agenda, Trustee Goodwin would like to participate remotely. Trustee Goodwin introduced himself for the record. President Frazier indicated Trustee Goodwin may now fully participate in the meeting.

APPROVAL OF CONSENT AGENDA ITEMS:

1. Approve the meeting minutes from the June 20, 2017 Village Board meeting.
2. Approve the Bills and Disbursements from 5/27/17 to 6/23/17:

General Fund	\$250,477.18
Motor Fuel Tax Fund	5,491.14
Foreign Fire Insurance Tax Fund	1,521.55
Water and Sanitary Sewer Fund	191,629.32
Capital & Equipment Fund	77,490.84
2016 Got Bond Project Fund	100,783.39
Bond Fund Debt Service	\$ 26,424.44
<u>TOTAL</u>	<u>\$ 657,611.80</u>

Trustee Gregorio made a motion, seconded by Trustee Lungmus, to approve Consent Agenda items 1 and 2.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 and 2 was approved.

AYES: Kaplan NAYS: 0 ABSTAIN: 0 ABSENT: Roszak

Lungmus
Terrill
Gregorio
Goodwin

CONSIDERATION OF AN ORDINANCE ESTABLISHING SPECIAL SERVICE AREA 17-01 FOR THE ROLLING RIDGE NEIGHBORHOOD

Trustee Kaplan made a motion, seconded by Trustee Gregorio, to approve an Ordinance establishing Special Service Area 17-01 (SSA) for the Rolling Ridge neighborhood.

VM Sigman indicated this is the third time the Board is hearing the special service area question. The first time was to adopt an ordinance calling for a public hearing, the public hearing was publicized and took place at the May Village Board meeting and per state statute, the residents impacted by an SSA have 60 days from the time of that hearing until the adoption of another ordinance recommending that they would like to stop the SSA from moving forward. No petition to that affect has been filed and 13 of the 15 homeowners have filed petitions with the Village in support of the SSA. If approved tonight, this is the final step in the establishment of the SSA and the Village will begin to move forward with the final construction drawings bidding improvements and ultimately issuing the bonds to support this. The full cost of all the improvements would be borne by the 15 homeowners that would benefit from them. Work on the private sanitary main and the installation of a water main are proposed. When completed, the systems would be in like new condition and the Village would take those over and operate them in conjunction with the rest of our public utilities. There will also be storm sewer improvements and the repaving of their private roadway. The storm sewer improvements and the roadway improvements would remain the responsibility of the homeowners under private control.

Trustee Terrill questioned whether the homeowners requested it to be a private road. VM Sigman indicated that per Village policy, for the road to be made public it would have to be brought up to full Village standards. That is completely different than what is being proposed. It would need things such as curbs and gutters and the land would have to be dedicated so we owned 66' of right of way for access and maintenance. The Rolling Ridge homeowners didn't request dedication and what is proposed it consistent with prior SSA projects.

Trustee Gregorio asked if the Sunset Ridge storm sewer can tie in with the new storm sewer. VM Sigman explained that it won't change any of the drainage that is going to that area now, so the same amount of water will be going in the same direction. It is trying to get it there in a more civilized way. Right now they have ponding which impacts the road which affects the

ongoing maintenance and life expectancy of the road. The proposed work is pipes and culverts under the road in order to drain better in that area.

President Frazier then requested a roll call vote to approve an Ordinance establishing Special Service Area 17-01 for the Rolling Ridge neighborhood.

AYES: Kaplan NAYS: 0 ABSTAIN: 0 ABSENT: Roszak
Lungmus
Terrill
Gregorio
Goodwin

CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 7, “WATER, SEWER & STORM WATER MANAGEMENT.”

Trustee Kaplan made a motion, seconded by Trustee Lungmus, to approve an Ordinance amending Chapter 7, “Water, Sewer & Storm Water Management.”

Community Development Director Steve Gutierrez said this matter was discussed at the April Committee of the Whole meeting. We are proposing an amendment to the Village’s flood plain regulations by suggesting two revisions. The first revision is the inclusion of the words “substantial improvement to Section 7-82(3)(b)” which is required in order to be FEMA compliant. Our current ordinance does not make that reference. The substantial improvement is an improvement or series of improvements whose cumulative value is equal to 50% or more of the market value of the structure. This is FEMA’s required definition. A substantial improvement triggers a requirement to bring a structure into compliance with FEMA’s flood plain regulations. The second revision is the addition of language in that same section that establishes a 10 year look back period over which the cumulative value of substantial improvements would be tracked for a particular home. Currently, there is an unofficial practice of looking back at all the records we might have and adding those improvements up and calculating whether or not they are 50% or more of the value of the home. Director Gutierrez is proposing to look back for a period of a rolling 10 years.

President Frazier asked Director Gutierrez to discuss being FEMA compliant. He stated that Village residents are eligible to participate in the Federal Flood Insurance Program. In order to be eligible, the community needs to do certain things and meet certain FEMA requirements. This would be one of those requirements.

President Frazier then requested a roll call vote to approve an Ordinance amending Chapter 7, “Water, Sewer & Storm Water Management.”

AYES: Kaplan NAYS: 0 ABSTAIN: 0 ABSENT: Roszak
Lungmus

Terrill
Gregorio
Goodwin

President Frazier said this concludes the Action items for this meeting and asked for the monthly departmental updates.

Department Updates

Northfield Now!

Trustee Goodwin said the committee has not had a meeting. He said he will contact them and find out when the next meeting will be. Assistant to the Village Manager DeFeo indicated that Northfield Now! has issued another release of the business directory which should be ready tomorrow.

Administration

VM Sigman thanked the life safety teams because last week the region was hit by really bad storms and she is pleased to report that Northfield fared fairly well. All of the new systems put in place worked well. The east side of town where there was flooding in the past, were clear and passable. The systems were working well in the areas where there have been longstanding flooding issues. The parks are designed to hold water. Northfield received about 3 inches of rain, but the river rose from the extreme rain in Lake County. Public Works, Police and Fire teams were out throughout the evening protecting roadways and notifying residents. The new warning system on our website was used along with the police Code Red phone alert. Properties along the river were impacted, but all things considered, Northfield came through very well.

VM Sigman went on to say that work continues on the Happ Road bridge and the detour is going well. A stop sign has been put in place and traffic is operating better. Staff continues to work with Cook County on the Happ Road Phase I project and the detailed engineering is under review by the Cook County and IDOT technical teams. As soon as we receive a sign off on the various alternatives being explored, we will take those to the public for input and consideration. She said she doesn't want concepts to go to the public that don't work from technical standpoints.

VM Sigman then indicated she has received an agreement from ComEd which is under review on the test pilot program for the water meters. Northfield is one of four towns that will be doing test sites to see if remote read to our water system can couple with their smart meter

system and use their mesh network to access our utility records. It will be a benefit to homeowners if this functions properly. Installing may be sometime this fall.

President Frazier questioned how the meters would work. VM Sigman said that now we have two types of meters – manual read or handheld drive by devices. Under the proposed test system, now ComEd will be able to read your electric uses remotely through a mesh system. There would be a device installed on the water meter that tells the water usage through the smart grid system electronically. Therefore, no one would manually have to go out and collect the data and can be read more often. We can also likely put certain parameters on the system also. It could tell us when water usage is happening at odd hours. There are residents who leave for the winter months and many times there has been a leak in their house which goes undetected until they get their next bill 13 months later and it is much higher. It is hoped to put safeguards on the system to give us early alerts. If you are a Village employee and live in the Village, chances are you will get a test meter. They will also be looking for volunteers. Trustee Terrill volunteered.

Community Development Department & Building Department

Director Gutierrez informed the Board that the Plan & Zoning Commission met last night to a full house. They reviewed the expansion of the Shell station which needed to go back through the special use amendment process. P&Z recommended that the expansion be approved and so it will go to the Village Board in August. He said they have received good news from the Shell owner that they will be taking off the yellow and red stripes on the canopy and replace them with white panels. They were told the previous plan with red and yellow illuminated plastic was not in accordance with the guidelines of the Village Center and their alternative was to come back with white.

Director Gutierrez said P&Z started the hearings on the Willow Road PUD development. The developer made the presentation and the Commission heard comments from staff and our consultants along with public testimony. Questions were asked and there were some common concerns expressed by the neighbors and residents with the proposed density, storm water management, traffic circulation, site planning issues (lack of sidewalks and guest parking), narrower than standard roadway and the degree to which they are asking for variations of the Zoning and Subdivision Codes. The developer agreed to go back to the drawing board to address those concerns and the Commission continued the meeting until September 5th. Staff will work with the developer in the meantime.

On August 14th, P&Z will begin hearings on the AT&T site (2.16 acre site at 1725 Winnetka Road). Jerry James is proposing a PUD and to rezone the site for 34 rental

townhome units. The site is currently zoned M-1 and they are seeking to rezone it as R-6 (highest density residential zoning). They will be asking for other variations, all to be rolled into a PUD. The townhome units will be 1,950 square feet and are asking for 17 units per acre which equates to about 2,700 square feet of lot area per unit. Our Code requires 5,000 square feet of lot area per unit for R-6 zoning.

Director Gutierrez also indicated that they have heard and are expecting to receive applications for 225 Old Farm Road who will be seeking a consolidation of that property that was subdivided earlier this year. 1900 Willow Road has changed ownership which triggers a new special use application. There is still a prospective tenant that would take over the old Viccino's place at 300 Happ Road which is another pizza operation which they would need a special use also.

The Architectural Commission met on July 10th and did their preliminary review of the Willow Road PUD architectural landscaping, signage, lighting and entry features. They did not have the developer's final landscaping plans. Their intention is to refine the plans after they have gone through the PUD review process with P&Z.

Director Gutierrez noted that there has been a lot of work done by Public Works at the library. The garden club is planning on planting a permanent landscape plan there. The building itself was power washed and the roof and HVAC will be replaced this fall.

Trustee Terrill questioned whether the James group has a price on the units. Director Gutierrez indicated he doesn't know yet.

President Frazier asked about the kitchen and bath store. Director Gutierrez said they are behind schedule, but they are anxious to get in as soon as they can.

Finance Department

Finance Director Noble directed the Board to their packets containing the financial report which is the first one for the new fiscal year ending on May 31st. It is a little sluggish on the revenue side and some revenues didn't come in as projected; specifically sales and income tax sides as well as the building permits. As Director Gutierrez reported, there are a number of projects coming up. He is looking at sales tax picking up for June and July. On the expense side, everyone is doing well with their spending so it is below budget on that. It's a trend he would like to see continue. On the water side, it is very close to what was projected for the water sales. Sales have been low and below average which is weather driven.

Director Noble also reported that the State has adopted a budget and from time to time you will hear how the state was able to do this and not harm or affect negatively the revenues of local governments. He said to look at this critically when you read it. The state is going to divert

over \$219 million of personal property replacement tax funds that goes to a number of local governments. In Northfield's budget, it is difficult to estimate, but it could cost us \$10,000 a year. They have also instituted a 2% administrative fee for them to collect our home rule sale tax and is contained to the home rule sales tax. This will cost the Village about \$15,000 a year. The State has also proposed a 10% cut to the Local Government Distributive Fund which is our income tax receipts and that cut will cost us about \$55,000. When added together, it's around \$80,000 in cuts this year. The Village will receive two extra payments this year to offset the 10%, but these are payments already owed to us and have already been recognized and accrued as revenue in the last year.

Fire-Rescue & Public Works Departments

Chief Mike Nystrand reported that on June 22nd supervisors from the fire department and police department participated in active shooter training at NIPSTA. They responded to a house fire in Wilmette and Winnetka since the last Board meeting. A medic student is in the field of getting certified. He reported that there was a great turnout for the 4th of July parade this year. They showed the kids the fire apparatus and truck. There was also a Touch a Truck event on July 8th at the Farmer's Market. Police, fire, Public Works equipment at the Market and was well received.

Director Nystrand then reported in Public Works that VM Sigman covered the flooding from the storm and as she said, fortunately, we saw very little, if any, flooded homes. The river did start to crest within the floodway. They delivered sandbags and were placing them. The roadwork program is going along nicely and some areas the milling, patching, leveling and surface grading have been done on certain streets in town. That project is about 25% complete. Public Works have been installing the east side storm sewer at Mount Pleasant and should be completed within the next week.

VM Sigman added that Public Works has been overseeing the painting of the guardrails and they look really good.

President Frazier thanked VM Sigman and Director Nystrand for their great work during the storm event.

Police Department

Chief Lustig echoed Director Nystrand's comment about so many young children in town now at the parade.

Chief Lustig said the officers have done some crime prevention at Arbor Lane and the North Shore Senior Center. Willow Road continues to be challenging with the speeders but they are trying to make a significant difference.

The Chief then discussed the burglaries to vehicles that have been going on since May. He passed to the Board members a list of the communities that have been targeted. A lot of them have expressways that intertwine their communities. Last Saturday, Glencoe had 22 car burglaries and 2 stolen autos.

Chief Lustig added that postings have been made on the website on an e-blast, the Winnetka Current has printed articles on June 1st, 29th and July 6 regarding the problem. These burglaries are happening between 1:00 a.m. at 2:45 a.m. and we have increased patrols to address these. The school also sent out on their website warnings. He also asked a resident who has connections to get the word out. He began a phone tree on the east side of the expressway for neighbors calling, emailing or texting neighbors. He then showed the board crime opportunity notices which they have handed out 183 of these and there have been multiple occurrences with the same people. There are philosophical views about locking your car and not leaving personal belongings within view or in there – purses, car phone and computers. In all reported instances, the cars have been unlocked and/or the keys were left in it. This has hit every town within 50 miles of the expressway. We are dealing with juveniles of a different mindset. Chief Lustig said they have a couple more ideas going forward. Public education is foremost to make people care enough. Some of the juveniles may be carrying weapons. The stolen cars are being left everywhere and one was found in Northbrook with a gun in it. He said they are working regionally to solve this problem.

Trustee Terrill asked if the perpetrators from any particular part of Cook County. Chief Lustig said they are from the south and west sides of Chicago. He asked if they were from a gang and Chief Lustig indicated yes they are. He asked if the cars which are driven to the suburbs stolen. Chief Lustig said most of them are.

Trustee Gregorio asked then if we know there was a crime committed and we don't pursue on the expressway, can't we APB to the State Police so they can pick them up. Chief Lustig indicated that we do. Trustee Gregorio asked if any have been arrested in Northfield. Chief Lustig indicated that none have been arrested in Northfield. Trustee Gregorio commented that Chief Lustig doesn't seem concerned that this could escalate to breaking into houses and weapons, which is good. Chief Lustig said there was a house on Churchill that was entered because it was left unlocked. He said this certainly can escalate, so if there is a garage door opener in the car, they can then walk right in the garage and into the home. Chief Lustig said he has been overlapping the shifts from 2:00 to 10:00 to stay until 3:00 because that is the crime hour. After 2:45, they don't seem to be as active. Trustee Gregorio then asked how many squads are typically on the street at that time. Chief Lustig didn't want to let this

information out to the public. Trustee Gregorio clarified and asked if the Chief has the tools he needs for this. Chief Lustig indicated yes, all the police agencies work as a team. When a perimeter is set up, every municipality in the area sets up. That's why there are task forces.

Trustee Terrill said he supports Chief Lustig not chasing the vehicles.

Trustee Gregorio asked if the drone on the expressway ramp helps. Chief said they come into town from all directions so the effectiveness is somewhat limited.

President Frazier supports Chief Lustig also. A stolen car manual isn't worth a life. She feels the best deterrent is public education. Hopefully then will move on.

Trustee Goodwin feels the drone units on Willow Road are very effective. He walks that area often and appears to be making a difference in his opinion. Chief Lustig said once they pass the drone and then the speed monitor, the officer is there to give them a ticket if they are still speeding. They have been warned twice.

PUBLIC COMMENT

None.

ADJOURNMENT

There being no further discussion or issues to come before the Board, Trustee Gregorio made a motion, seconded by Trustee Lungmus to adjourn the meeting.

Upon the following roll call vote, the motion was approved.

AYES:	Kaplan	NAYS: 0	ABSTAIN: 0	ABSENT: Roszak
	Lungmus			
	Terrill			
	Gregorio			
	Goodwin			

The meeting was adjourned at 7:54 p.m.