

**MINUTES**  
**of the**  
**REGULAR BOARD MEETING**  
**OF THE BOARD OF TRUSTEES**  
**VILLAGE OF NORTHFIELD**  
**Tuesday, January 15, 2008 - 7:00 p.m.**

The Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall for the Regular Board Meeting on Tuesday, January 15, 2008. The meeting was called to order by President John Birkinbine. The roll call was as follows:

PRESENT:	President	John Birkinbine
	Trustees	John Chapin
		Frank Charhut
		Joan Frazier
		Terry Gottlieb
		Ted Greene
		Fred Teichert

**PRESENTATION OF A CHECK FOR THE COMMUNITY EVENTS SIGN BY PAT KARR OF THE FRIENDS OF NORTHFIELD FOUNDATION**

Pat Karr announced that over the past three years, the Friends of Northfield Foundation asked residents to contribute toward the installation of a new community events sign on the northwest corner of Willow and Central/Happ Roads. It was a project the organization felt would upgrade and benefit the entire community. A total of \$25,500 was collected and is being presented to the Village for the sign. Ms. Karr asked that the Board and staff provide ideas for future gifts.

**APPROVAL OF CONSENT AGENDA ITEMS:**

Trustee Gottlieb made a motion, seconded by Trustee Chapin, to approve Consent Agenda items 1 through 7.

1. Approve the Minutes of the December 3, 2007 Village Board meeting.
2. Approve the Bills and Disbursements from 11/29/07 to 1/4/08 in the amount of \$524,713.18.
3. Approve an ordinance implementing an Indemnification Agreement with Cook County to permit work by Village crews on County rights of way.
- 4A. Approve a resolution re-appointing Village Manager Stacy Alberts Sigman Village Clerk for 2008.
- 4B. Approve a resolution re-appointing Finance Director Steve Noble Deputy Village Clerk for 2008.
- 4C. Approve a resolution re-appointing Finance Director Steve Noble Treasurer for 2008.
5. Approve an agreement authorizing the Village Manager to change the Village's telephone service from Call One to AT&T.
- 6A. Approve the purchase of one (1) Crown Victoria for the Police Dept. and one 2007 Harley Davidson Police motorcycle, via State bid, in an amount not to exceed \$35,000.
- 6B. Approve an ordinance declaring one 2004 Chevy Impala as surplus property and authorizing staff to sell the vehicle according to law.
7. Approve a resolution appropriating Motor Fuel Tax (MFT) funds for the Roadway Maintenance project in 2008.

8. Approve an addendum to the contract with the Lakota Group for additional services pertaining to the Willow Road project.

Trustee Charhut requested that item 8 be removed and voted on separately.

Upon the following roll call vote, the motion to approve Consent Agenda items 1-7 was approved.

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			

**CONSIDERATION TO APPROVE AN ADDENDUM TO THE CONTRACT WITH THE LAKOTA GROUP AND LETTER OF UNDERSTANDING WITH WINNETKA FOR ADDITIONAL SERVICES PERTAINING TO THE WILLOW ROAD PROJECT AND AUTHORIZE THE VILLAGE MANAGER TO EXECUTE THE ADDENDUM FOR AN AMOUNT NOT TO EXCEED \$17,140 PLUS \$1,714 IN REIMBURSABLE EXPENSES (TO BE SPLIT 60/40 WITH WINNETKA)**

Trustee Gottlieb made a motion, seconded by Trustee Charhut to approve an addendum to the contract with the Lakota Group and Letter of Understanding with Winnetka for additional services pertaining to the Willow Road planning project provided the Village of Winnetka also agrees to pay their 40% portion of the additional total amount not to exceed \$17,140 plus \$1,714 in reimbursable expenses.

Trustee Teichert asked whether the Village has received reimbursement from the State for the original amount.

President Birkinbine responded that the Village has not received any funds to date. He noted that Senator Schoenberg had requested an appropriation for the money as Transportation Committee Chairman. The Village has sent a recent letter to the Senator on the status of the money and has not heard back from the Senator.

Trustee Frazier asked why five (5) additional meetings are needed. She also inquired whether the Lakota Group needs to be present for all five meetings and what happened to the idea of a joint Board meeting with Winnetka.

President Birkinbine responded that he was not certain there would have to be five meetings and if not, the cost would be reduced. He expressed that he thought things would progress faster than thought and that all of the five additional meetings would not be needed.

Trustee Teichert noted that the project has already been pushed back a month since they originally had determined that the plan would be completed in January.

President Birkinbine noted that the original plan called for two public meetings not three; however, the information and comments from the community meetings resulted in a request that there be further discussion on traffic lanes.

The Board discussed the appropriate wording for the motion. Attorney Hill noted that the

motion should include that approval of the additional amount of \$18,854 be conditional on Winnetka adopting a similar motion, signing the addendum and paying their 40%.

President Birkinbine also noted that he has questioned whether The Lakota Group should hold individual presentations/meetings with the various Northfield and Winnetka Boards since representatives of all those Boards make up the Willow Road-Lakota Steering Committee and they can report the information directly to their boards without having Lakota do a separate presentation to them.

Trustee Charhut then asked whether this matter should therefore be tabled.

President Birkinbine responded “no” since if not all meetings were needed the Villages would not pay for them, they would be prorated. Also, Manager Sigman noted that it would be best to keep with the schedule planned since the additional meetings are scheduled in January and February. If the Board does not vote on this matter at this meeting, it would again delay completing the work on the Willow Road plan.

Trustee Gottlieb asked whether the Villages will be reimbursed for this additional amount in the funding Senator Schoenberg is seeking from the State. He added, if not, then the Villages have no assurance it would be reimbursed.

President Birkinbine noted that he expected the Senator would say “yes” to the additional amount and add it to the current cost of \$72,000.

Trustee Frazier asked when the project was expected to be completed.

Manager Sigman noted that the final meeting is scheduled for the last Thursday in February. Following the meetings, it would take the consultant about two weeks to prepare the final documents for preparation to the Board in March.

Trustee Gottlieb commented that in these meetings the group is discussing specifics of the Willow Road plan such as road configuration that are a result of the information gathered at the community meetings.

Manager Sigman responded that was correct. It has been a long process of gathering public information and that after the last community meeting there was only one group meeting scheduled. It was determined this was not enough time to sift through all the information received from both communities and then determining a final plan for Willow Road. They needed to come up with an approach on how to bring this altogether.

Following discussion and upon the following roll call vote, the amended motion was approved

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			

**CONSIDERATION TO APPROVE WAIVING THE DEMOLITION FEE FOR 500 SUNSET RIDGE ROAD (ST. JAMES THE LESS EPISCOPAL CHURCH)**

Trustee Gottlieb made a motion, seconded by Trustee Greene to approve waiving the demolition fee for 500 Sunset Ridge Road (owner - St. James the Less Episcopal Church).

Manager Sigman outlined information and discussions with the church regarding the project and waiving of fees. She noted that in the past, the Village has not waived fees except for other governmental entities because of the difficulty of setting a precedent and waiving fees and determining how to be fair to all.

A representative and Board member of St. James the Less spoke about demolishing the house on the corner of Sunset Ridge Road and Willow. He noted the current structure is old and would need an extensive amount of updating to make it habitable. Because the family that was living in it (who were affiliated with the parish) have left and moved out of state, the home is empty and creates a nuisance that could become a safety hazard. Therefore, he noted, it would seem to be in the best interest of the Village to want the building removed. He also noted that the Village's demolition permit was most likely designed for those taking down a structure with plans to replace it with another. St. James has no plans to replace the structure with any other building. He also noted that there should be some consideration since they are a non profit organization.

Trustee Charhut noted that he had served on the Board prior to his current term. He noted that during his prior term on the Board they were asked to make decisions on whether to waive permits fees for not for profit organizations. It was the general consensus of previous Boards that the separation of church and State should be upheld regardless of the reason for the request. He noted that since he has voted that way in the past, he could not, in good conscience, change at this time. He noted St. James is a good cause but it would set a new precedent.

The representative of St. James commented that this should be looked at as a not for profit organization rather than a church and state issue.

Trustee Frazier noted that in fall 2007 another religious school came to the Board which wanted assistance in getting financial backing which would not have cost the Village anything but would have involved the Village implicitly supporting a religious organization. The Board made a policy decision the Village should not do that – it is a government and there should be separation between church and state. The Village should not support Christian Heritage or St. James any more than they support any other organization. It would be difficult for the Village to determine which not-for-profit organizations should get a waiver of fees or any other type of special consideration from the Village. It is not simple for the Village.

St. James the Less suggested the Board consider each request that comes before them of this type separately on a case by case basis rather than as a general rule.

Trustee Gottlieb noted that he had to take exception to the statement that the Village consider each and every case separately for the simple reason that every decision impacts what is done in the future.

Trustee Teichert noted another not for profit case considered just prior to the Board meeting. They requested Village participation; however, the Village is concerned with the financial liability. Waiving fees in this case also impacts the Village financially.

Resident Erv Hobson asked Trustee Gottlieb about waiving fees for not for profit organizations.

Manager Sigman noted that to their knowledge, the Village in the past has not waived fees for not for profit organizations but has for governmental bodies such as the Park District.

President Birkinbine noted that the reason it was done for the Park District and the Village would likely do for a school is that they are also taxing bodies and it is like taking it out of one pocket and putting into another – it is still the tax payer’s money.

Upon the following roll call vote, the motion to approve waving the demolition fee failed 6 Nays to 0 Ayes.

AYES: 0	NAYS: Gottlieb	ABSTAIN: 0	ABSENT: 0
	Greene		
	Chapin		
	Charhut		
	Frazier		
	Teichert		

**CONSIDERATION OF A SPECIAL USE ORDINANCE TO PERMIT THE OPERATION OF TAPAS GITANA RESTAURANT AT 310 HAPP ROAD AND REPEALING THE PRIOR SPECIAL USE ORD. 98-939**

Trustee Charhut made a motion, seconded by Trustee Chapin to approve a Special Use ordinance to permit the operation of Tapas Gitana Restaurant with outdoor seating under new ownership at 310 Happ Road and repealing Special Use Ord. 98-939.

Community Development Director Anne Kane reported that the special use granted in 1998 had been in operation since that time. However, in August 2007, a new chef and minority owner Andrew Novak began working at the restaurant with the intention of eventually purchasing the restaurant. He has worked with staff to get all the paperwork changed. This was approved by the Plan and Zoning Commission at their last meeting. Mr. Novak plans to operate the restaurant in accordance with the previous ordinance which has been in place since 1998, has a liquor license and is keeping the same name. He has opened the restaurant for lunch from Tuesdays through Saturdays which was permitted under the former special use ordinance.

Trustee Frazier asked about the dinner hours during the week and whether the midnight closing was what the owner wanted since other restaurants in town might have 1:00 AM closings.

Mr. Novak responded that the closing time was fine as written in the ordinance.

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

AYES: Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
Greene			

Chapin  
Charhut  
Frazier  
Teichert

**CONSIDERATION TO APPROVE AN ORDINANCE AMENDING THE ORDINANCES # 07-1339 and 06-1313 GOVERNING THE CURRENT MORATORIUM ON DEVELOPMENT IN THE VILLAGE CENTER ZONING DISTRICT**

Trustee Charhut made a motion, seconded by Trustee Chapin to approve an Ordinance amending the existing ordinances governing the moratorium on development in the Village Center Zoning District by excluding properties east of the Edens Expressway, to permit exterior modifications up to 25% of a building's façade and to allow new tenants provided the nature of the use is unchanged and to allow affordable housing developments in compliance with Art. 17A of the Village's Zoning Ordinance.

Director Kane noted that as the Board will recall from an earlier meeting, the amendments were recommended by property owners and/or interested tenants who attended previous meetings and Plan and Zoning public hearings. She noted also the comments by a representative of the Edens Bank who discussed the overall impact of the moratorium on their property. Subsequent to the public hearing, Director Kane heard from the interested potential tenant for property east of the Edens (Reagan's Meats site) and they have walked away from purchasing/leasing the site due to costs for remodeling rather than issues with the moratorium. Another property on Frontage Road west of the Edens will not require the extensive changes once being considered for an office site and will remain a retail operation with just changes to the windows.

Trustee Chapin asked Director Kane if there were any other potential candidates interested in the property east of the Edens.

Director Kane responded that there have been several inquiries one for a dental office another for an interior design studio.

Trustee Frazier noted that Director Kane had done a very good job of presenting the various options to the Plan and Zoning Commission. She would have accepted a change in use in the Village Center but would not attempt to override the Plan and Zoning Commission with the understanding that the moratorium ends on May 6, 2008.

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

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			

**CONSIDERATION OF THE SEMI-ANNUAL REVIEW AND PLACEMENT OF CLOSED SESSION SUMMARY NOTES IN THE OPEN SESSION SUMMARY NOTES BOOK**

Attorney Hill noted that every six months, it is required that the Village Manager and Village Attorney review the closed session minutes and make a recommendation to the Board which of the minutes should be moved to the Open Session Book. Upon their review, it is the recommendation for this six month period is that none of the Closed Session Minutes be moved to the Open Session Minutes Book.

Trustee Chapin asked Attorney Hill when was the last time Minutes were moved to the Open Session Minutes Book.

Attorney Hill responded that in nine times out of ten, Closed Session Minutes are moved to the Open Session Book. Minutes are moved once any threat of litigation is removed, the issue has been resolved or property issues have been resolved. The issues that tend to carry over are unresolved personnel issues.

**CONSIDERATION TO APPROVE A RESOLUTION ABATING PROPERTY TAXES FOR THE 2007 GENERAL OBLIGATION BONDS ISSUED FOR WATER PROJECTS.**

Trustee Frazier made a motion, seconded by Trustee Charhut to approve a resolution abating property taxes for the 2007 General Obligation Bonds (Alternative Revenue) issued in September for the Village water projects.

Finance Director Noble noted that this is the first instance of what will be an annual event with regard to the bonds issued in September 2007. When the bonds were issued, the Village adopted a bond ordinance that had 20 different tax levies and the County Clerk will extend those taxes if the Village does not abate them. It has always been the Village's intent, that the bonds would be paid for from the water revenues. Therefore, each year, the Village will need to approve a resolution to abate the property taxes associated with these bonds.

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

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			

**Miscellaneous**

Chief Lustig who was in attendance at the meeting was asked if there were any Police matters to report on. Chief Lustig commented that the Police Department is preparing their year-end department statistics in preparation for their annual report, preparing their budget and reviewing their operations. Two new Officers have been sworn in bringing the Department to full staff. They are in the Police Academy at this time. He noted the newer Officers hired are doing an outstanding job and he has received many compliments on them. He noted that he has some concerns regarding the

increase in domestic violence in the community. The Department is reviewing its policies on use of force in subduing criminals and alternative methods with new Officers as well as established staff members.

Trustee Teichert asked the status on the use of cameras at Village intersections.

Village Manager Sigman reported that the Village received conditional approval from IDOT in mid-December for the installation of RedFlex cameras. They asked that additional documents be supplied and the Village has complied with their request. Once they have all the paperwork the Village should receive final approval after which it will take about 30-45 days to get the equipment in the ground. There will be a 30 day test period before the Police Department writes tickets.

Trustee Charhut asked if the Village has restriped the intersections so the cameras can effectively catch violators.

Manager Sigman noted the Village restripes annually where needed and the intersections where cameras are being installed will be reviewed again once the cameras are installed. She also commented that the Village is required to do a series of public notices and that signs will need to be installed that notify traffic that cameras are being used at the intersection. The Village cannot do a public campaign until we receive final approval from IDOT for the installation of the cameras. Once the cameras are live, the Village has a 30 day warning period so we will issue tickets with no fees or fines during that period.

Chief Lustig said his staff will be reviewing the tapes and will be addressing those that go through on a steady red light rather than those that are already in the intersection or over the line. The Department has its own tolerance guidelines. Many drivers in the Waukegan/Willow intersection stop past the line but not in the intersection and the Police consider that a stop.

Attorney Hill asked Chief Lustig whether his Department has the latest generation of tasers which start taking a video as soon as activated?

Chief Lustig responded "no – they are very costly". However, the tasars they have allow them to input data into the computer which gives them data to use.

Trustee Charhut noted that the newspapers show an increase in burglaries in the area. Is there any indication of why there is an increase?

Chief Lustig responded that often this type of activity is cyclical. There have been four in the past five months which is down from previous years due to the Village's traffic stop program and the burglary task force that has been set up with neighboring communities which have been very effective.

Resident Erv Hobson asked if the Police Department has 22 officers.

Chief Lustig reported the Department' authorized strength has always been 21 sworn officers. Last year, due to budget cutbacks, the Department reduced staff to 20 sworn officers including the Chief.

Manager Sigman also provided information that the Village has finalized all the paperwork with FEMA regarding the August storm and the Village is hopeful that the Village will receive 100% of its out of pocket expenses of between \$107,000-\$111,000. She acknowledged appreciation to

Finance Director Steve Noble for staying on top of this and filing all the necessary paperwork.

## **Board Update**

### *Willow Road*

Information on the Willow Road/Lakota Steering Committee's work was sent to the Board and Manager Sigman specifically called their attention to the letter from the Chair of the Committee which was provided to the Northfield and Winnetka Village Boards and Senator Schoenberg noting that the Committee has completed all of the public workshops and are working on finalizing a plan to recommend. Manager Sigman related that a resident of Winnetka, who has been following the Lakota/Willow Road matter and the Committee's work, filed two Freedom of Information Requests (FOIA) asking for all emails, every piece of correspondence, every study, every payout, every plan, and every record that existed having to do with Willow Road for the past ten years. He reviewed the documents and approximately 200 copies were made at his request.

Trustee Charhut noted that he was very interested in the first sentence of the letter, "At this juncture in the planning process, the Steering Committee is set to begin its own systemic and careful discussion of roadway design, character and capacity solutions and to direct our consultants the Lakota Group and Christopher Burke in a developing a draft report." He asked what capacity solutions means.

Manager Sigman reported that the Task Force has not established a goal of increasing capacity or is not working toward a specific number. They recognize that capacity on that road is important even if only trying to provide for existing capacity. Her sentence is not meant to suggest the group would provide a suggested capacity for the future. That is not part of the Lakota study.

Trustee Chapin asked where the January Willow Road/Lakota meetings would be held.

Manager Sigman noted all the meetings are held at the Village Hall in the Multi-Purpose Room at 7:30 AM.

### *Village Center Task Force*

Community Development Director Anne Kane was asked to provide an update on the Village Center Task Force. She noted that a memo was included in the packet for the Board members. She noted at the last Task Force meeting in December, the members of the Task Force agreed that the most desired density level was the moderate density plan. They felt it was more appropriate in its scale and activity level. At the last meeting the group looked at a design plan of how a moderate density level would look, desired building uses and heights. Director Kane noted there were not enough hard copy design plans available at the last meeting. The plans are now on the Village website; however, they do require some time to download due to the extensive amount and the complexity of the material. Because the printed plans are so expensive to reproduce, the number of draft copies available is limited. She also noted that some plans would be available at the January 23 community meeting which reflect the PowerPoint presentation the consultant Myefski Cook plans to use.

Trustee Teichert commented that he thought the Board would be presented with various

plan choices rather than just the one moderate approach.

Director Kane commented that the Task Force determined it was their role to make a specific recommendation on which plan would be most appropriate and then present it to the Board.

Trustee Teichert noted his interest in seeing the various revenues that would be derived from the different intensity levels.

Manager Sigman responded that information is included in the consultant's report to the Task Force and that report can be included in the materials given to the Village Board.

Trustee Charhut asked what is meant by building heights noted as low, moderate and high. What is high? Is it skyscrapers?

Trustee Gottlieb who acts as Chair of the Village Center Redevelopment Task Force responded that moderate includes 3 to 5 stories with the taller buildings along the Edens.

Director Kane noted that in the three scenarios presented, the low density/rural plan is what is currently in the Village Center now – one and two story buildings with a couple of three story buildings along the Edens. The moderate level is primarily comprised of three story buildings with a handful of buildings along the Edens going up to 4 and 5 stories. The high intensity level plan was primarily comprised of six to eight story buildings both north and south of Willow Road. There was consensus from the Task Force that the moderate plan was most appropriate and specific direction was given to Myefski Cook consultants to look at increasing the density along the Edens Expressway. A point that was raised at the meeting noted that on the one hand Northfield is considering higher levels along the Edens which would increase traffic but on the other hand wants to narrow roadways and develop a pedestrian friendly environment – and whether those ideas mesh.

Trustee Gottlieb noted that it is difficult to maximize revenues and encourage development yet not upset the fabric of the community. This is why the Task Force chose the moderate intensity for the Village Center yet opted to go with higher buildings on the outskirts of the downtown area to maximize revenues yet protect the quality of life.

Trustee Charhut also noted that with the plan it seems the Village's revenue increases based on the value of the buildings and not because of commercial sales. He asked whether the buildings are mostly office use rather than retail/commercial sales.

Trustee Gottlieb noted that it depends on what the market dictates at the time any development is undertaken.

Director Kane noted that at the back of the plan, the financial analysis provides a summary which includes the type of information Trustee Charhut is looking for on comparable developments.

Trustee Teichert wanted to know what will be presented in September 2008.

Director Kane commented that the date must be a misprint since the plan recommended

by the Task Force is to be presented at the April 2008 Board meeting.

Manager Sigman noted that when the long range plan was put together for the next 18 months, she included the September date to allow for adoption of the plan and then there would be a few months of putting together an implementation plan of some of the ideas of the plan for consideration in September 2008.

### **ADJOURN TO CLOSED SESSION**

Trustee Chapin then made a motion, seconded by Trustee Teichert to adjourn to closed session at 7:50 p.m. to discuss pending litigation and personnel related matters.

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

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			

### **RETURN TO OPEN SESSION**

Trustee Chapin made a motion, seconded by Trustee Teichert to return to open session at 10:10 p.m. Upon a voice vote, the meeting returned to Open Session.

### **ADJOURNMENT**

There being no further business to come before the Board, Trustee Teichert made a motion, seconded by Trustee Charhut to adjourn the meeting at 10:10 p.m.

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

AYES:	Gottlieb	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Greene			
	Chapin			
	Charhut			
	Frazier			
	Teichert			