

**MINUTES
of the
REGULAR BOARD MEETING
OF THE BOARD OF TRUSTEES
VILLAGE OF NORTHFIELD
Tuesday, June 19, 2007 - 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, June 19, 2007. The meeting was called to order at 7:00 p.m. by President John Birkinbine. The Village Clerk called the roll which was as follows:

PRESENT:	President Trustees	John Birkinbine, Jr. Ted Greene John Chapin Terry Gottlieb Frank Charhut Joan Frazier Fred Teichert
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APPROVAL OF CONSENT AGENDA ITEMS:

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

1. Approve the Minutes of the May 15, 2007 Village Board meeting.
2. Approve the Bills and Disbursements from 5/8/07 to 6/8/07 in the amount of \$273,005.50.
3. Approve the annual Prevailing Wage Ordinance as required by the State of Illinois
4. Approve an ordinance declaring miscellaneous computer equipment as surplus and authorize staff to dispose of the property as provided by law.
5. Approve the following Committee appointments:
Traffic & Transportation Committee:
Barbara M. Moore appointed to a four year term expiring May 1, 2011.
Fred Gougler appointed to a four year term expiring May 1, 2011.
Theresa Snyder (Park Bd Rep) appointed to a four year term expiring May 1, 2011.
Ted Greene ((Vill. Bd Rep), appointed to fill an unexpired term expiring May 1, 2009.
6. Approve the Village Board Committee of the Whole assignments and liaisons to the Board, Commissions and Committees for 2007/2008:
Finance: Trustee Frank Charhut
Judiciary: Trustee Joan Frazier
Planning, Zoning & Community Dev. Trustee Terry Gottlieb
Public Works, Safety & Administration Trustee John Chapin
Board Liaisons:
Architectural Commission: Trustee Ted Greene
Plan & Zoning Commission: Trustee Terry Gottlieb
Zoning Board of Appeals: Trustee Fred Teichert
Other Boards/Commissions:
E911 Board: Trustee Joan Frazier
Community Center Board Trustee Fred Teichert
7. Approve a resolution honoring Lou Bahin for 10 years of service on the Traffic & Transportation Committee.

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

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

CONSIDERATION TO APPROVE A SPECIAL USE ORDINANCE FOR 560 FRONTAGE ROAD

Trustee Gottlieb made a motion, seconded by Trustee Chapin to approve granting a special use ordinance allowing a Cafe located in Suite 105 at 560 Frontage Road (2 Northfield Plaza).

Trustee Frazier asked about what the Café owner has done with regard to their fire prevention plan. Community Development Director Anne Kane responded that the area is tied into the Village Fire Alarm and Sprinkler system for the entire building. Also, our Fire Inspector reviewed the plans and noted no additional hood was needed because of the type of cooking they will be doing. With regard to waste disposal they do have direct access to an outside door which will also facilitate in the delivery of food products. Trustee Frazier also asked about outdoor signage. Ms. Kane noted that they are not planning on any sign and if they do in the future, and per the ordinance, it would be subject to requirements of the Architectural Commission.

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

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

CONSIDERATION TO APPROVE A LICENSE AGREEMENT WITH THE FOREST PRESERVE DISTRICT OF COOK COUNTY FOR INSTALLATION OF A NEW WATERMAIN FROM WINNETKA

President Birkinbine announced that at the request of Village Attorney Hill, this item would be discussed initially in Closed Session.

CONSIDERATION TO APPROVE A TEN YEAR LEASE WITH COMED TO INSTALL A CIVIC EVENTS SIGN ON THEIR ROW ON THE NW CORNER OF HAPP AND WILLOW ROADS

Trustee Gottlieb made a motion, seconded by Trustee Chapin to approve authorizing signing a ten (10) year lease with ComEd permitting the Village to put a civic events sign on their right of way on the northwest corner of Happ and Willow Roads.

Trustee Charhut asked what the cost of the sign is expected to be. Village Manager Sigman responded that it is difficult to project the cost at this time. Money was allocated in the CIP and the overall cost is expected to be somewhere between \$50,000 and \$75,000. There is a good chance that 100% of that cost will be covered by funds raised or donated by various organizations in the community who want to support the sign. Also, the last time the project went out to bid, the bid

was for a much larger project. However, when it became evident the Village would not be allowed to construct that project on ComEd's ROW, the Village focused on getting a lease from ComEd with a much smaller sign project. The Village will now put the project back out to bid for only the sign, some electrical work and foundation landscaping. It would include wrought iron fencing on a stone base with clips to hang banners and there would be up lighting from the ground.

Trustee Frazier asked if there was an estimated cost for things mentioned in the lease since the agreement notes the Village would pay for things such as tax costs, costs to relocate fiber optic cable, supervision of the project, etc. Village Manager Sigman responded that the Village is not aware of any fiber optic line that would need to be moved in that location and with regard to supervision of the project, the Village was told by its ComEd representative that it would mean him coming out to check the project and sign off on it. With regard to there being any taxes to pay, Manager Sigman noted that the users of the sign are all non-profit organizations and the Village has had a sign in the location for over 20 years with no tax consequences. She also noted that this agreement is a standard agreement used by ComEd for many different companies and organizations that use their rights of way so it includes language that does not necessarily apply to the Village.

Trustee Frazier also asked if there are any costs associated with the Village applying for State tax exemption. Attorney Hill said there is but that the Village does that in house and it is part of the monthly routine.

Trustee Frazier also noted that the starting date of the Agreement should be changed from June 1, 2007.

Manager Sigman added that the Village had some concerns regarding the Agreement and that some of the language and terms are less than ideal but that it has taken two years to get this agreement from ComEd. She noted that staff does not believe ComEd would not renew the agreement beyond the initial 10 years but if they did, the majority of the sign material would be salvageable so that it could be moved elsewhere.

President Birkinbine noted that any sign plan would have to come before the Board for approval not only of the design of the sign but the bid award

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

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

**CONSIDERATION TO APPROVE WAIVING THE PERMIT FEES FOR THE PARK DISTRICT
WILLOW PARK RENOVATION PROJECT**

Trustee Gottlieb made a motion, seconded by Trustee Greene to approve waiving the permit fees for the Willow Park Renovation Project as requested by the Northfield Park District.

President Birkinbine noted that previously when he sat on the Park District Board and came before the Village Board with a similar request for waiving fees for Park District construction projects, he noted that charging fees from one taxing body by another in the community was similar to taking citizens money from one pocket and putting into another since it is all the same citizens' money.

Trustee Teichert questioned whether some residents on the east side of the Village that aren't in the Park District will they be charged more for access. Park District Executive Director Alexoff commented that many of the youth programs that will be held on the renovated fields include Winnetka Park District leagues of which the east side residents would be part of and thus be using the fields. However, on other programs fees are charged for non-residents and east side residents would pay those non-resident fees.

Trustee Charhut asked whether the motion could be amended to insure that no out-of-pocket fees would be borne by the Village but would be paid by the Park District. This was done in the past with previous projects.

Park District Director Alexoff noted that he did not anticipate any out of pocket costs but agreed the Park District would pay those.

Trustee Gottlieb agreed to amend his motion to approve waiving the permit fees for the Willow Park Renovation Project as requested by the Northfield Park District with the exception of any out of pocket costs which would be paid by the Park District.

Trustee Frazier asked the Park District Director about the size of their annual budget. The Director responded that their yearly operating budget is \$1.4 million.

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

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

Discussion of Informational Items

Willow Road

Village Manager Sigman provided an update on Willow Road and on-going work with consultant, The Lakota Group. She noted that the group and members of the Task Force had their first meeting last week at which they discussed the overall purpose of the group which includes Winnetka and Northfield members. After the meeting, members of the Task Force and Lakota Group took a walking tour along Willow Road. They looked at the specific issues the group has had with Willow during the tour. They also discussed a time schedule and all agreed they wanted to move ahead at a quick pace and rap everything up by the end of the year. However, the schedule requires a number of public meetings which would fall in summer and the task force felt these meetings would not be effective since many people vacation during that time. Therefore, the

committee asked the Lakota Group to revise their timetable and push up doing a series of interviews with groups such as the park district, and school districts and that the public meetings be held until September when school is in session and many residents of Northfield and Winnetka have returned. This timetable change will probably push completion of the project until the end of January or February 2008. When the revised time schedule is done, Village Manager Sigman will share that with the Board. Also, the Lakota Group is preparing a newsletter that will be sent to all members of both communities this summer. It will let residents know that the Willow Road issue is on-going; let them know where the project is; let them know some of the dates of the public meetings; what issues the group is exploring, and that it is an open process and welcome any group that wants to participate in the interview groups. Members of the Committee have been asked to provide names of groups or individual "stakeholders" that would be important to contact.

President Birkinbine also noted that what he likes about the Lakota Group is that that the first part of their planning process for Willow Road is designed around interviewing the various groups such as the Park Districts, Schools, religious institutions in both Winnetka and Northfield and listening to their concerns since both communities have the same kinds of concerns.

Village Manager Sigman advised that the Traffic and Transportation Committee has also met to keep them informed on what the Lakota Group and the Task Force is doing. Some of the members of the Committee are also on the Task Force.

Village Manager Sigman also addressed an article that appeared in the paper regarding the jurisdictional transfer of Willow Road in Winnetka. She noted that she just found out about Winnetka's goal of a transfer of their portion of Willow Road on the walking tour. When a community is planning a transfer, she commented, the entity owning the road (IDOT or the County) will reconstruct the road to the standards of the town that is taking over jurisdiction of the road. Since the road will no longer be a state or county road, it does not have to conform to their standards and can incorporate designs of the community. Manager Sigman noted that in the past Northfield has also brought up and discussed the possibility of a transfer of Willow Road in Northfield. IDOT would only consider having Northfield take over Willow Road east of the Edens because it does not want to transfer roads that are part of the regional arterial system. IDOT will not entertain a jurisdictional transfer of Willow Road west of the Edens although Northfield has explored this matter with them. She commented that Northfield sees no reason to take over the section of Willow east of the Edens which involves a bridge which is costly to maintain. Winnetka is using the Lakota Study to help them develop a design for their section of Willow Road that they can then give IDOT.

President Birkinbine noted that he received a call from a Tribune reporter about any happenings on Willow Road. He filled him in on the Lakota Group and what Stacy has just discussed. He commented that an article might be appearing in the Tribune soon.

Stacy also noted that part of the goals of the Lakota Group and the Task Force is to make sure to get a lot of information out to the residents of both communities. Staff is looking into putting a link on the website to easily get to the Lakota Group information so residents can see the plans

online, review the newsletter on Willow Road, review minutes of meetings and get involved if they want to. There are two meetings planned with residents, the first will allow residents to express their concerns and the second to summarize what was said. Then, the Lakota Group will develop plans for Willow Road.

Trustee Greene asked the names of those on the Committee/Task Force from the two Villages. Village Manager Sigman identified the various individuals from the two communities and members of the Lakota Group as well as Engineering firm representative Mike Kerr of Christopher Burke who developed the three lane plan for the Village after two years of meetings with the community and IDOT in the 1990s. She noted that when walking Willow Road, members of the task force from Winnetka were interested in getting a copy of the three lane plan that was developed and were amazed at how many of their suggestions were contained in the original plan.

Trustee Teichert asked about Winnetka's motives for joining Northfield in the Willow Road project. President Birkinbine cautioned not to read too much into Winnetka's motives since IDOT had also asked the Village to take over Willow Road east of the Edens.

Trustee Chapin asked what kind of plan is to be expected from the Lakota Group. President Birkinbine noted that the plan that is developed may not be acceptable to the Village Board, the community or the other entities – the School and Park District groups.

Manager Sigman noted that the plan will be in a schematic format or pre Phase I. It will not be as all encompassing as would be required by IDOT for Phase I compliance.

Trustee Chapin then asked what happens if the plan proposed and drawn up by the Lakota Group winds up to be another three-lane plan which has already been through Phase I and Phase II, and which was not acceptable to Glenview and Northbrook in the past.

Manager Sigman clarified that any changes to the three-lane plan that make it different from the original plan means the plan would have to go back through all the phases.

President Birkinbine added that Glenview and Northbrook's opinions only carried weight because Senator Schoenberg agreed with them. What is different from now is that two State laws have been passed since then that mandate that State road building take into consideration "Context Sensitive Design Solutions". The second program is Safe Routes to School which takes into consideration that kids have to be able to get to schools safely. Senator Schoenberg has signed on to these concepts and when the Winnetka and Northfield Presidents last met with Senator Schoenberg, he had the Context Sensitive Design textbook in his briefcase. Even IDOT has stated in correspondence to the Village that they will be following the guidelines according to Context Sensitive Solutions. In the past, when Senator Schoenberg referred to the Willow Road corridor it encompassed Glenview and Northbrook. However, in referring to the Willow Road corridor now, he groups Northfield with Winnetka which has similar concerns over schools, parks, etc. The reason for the concern over the timing of the Lakota Plan is that since IDOT plans to resurface Willow Road in Northfield, they feel the study will skew the results. Therefore, we want the plan to be completed before they start their temporary resurfacing project.

Trustee Charhut, noted that IDOT had said Willow Road could not withstand another winter and now it will have to since the project is being put off. It was noted that the Village would have no liability since Willow is IDOT's road.

Village Manager Sigman noted that IDOT offered to try and incorporate special requests from the Village in light of the delay in the resurfacing and she noted a request by the Fox Meadow Association to have turn signals installed at the Sunset Ridge and Willow Road intersection (from all directions). She said she will ask IDOT but does not know if they will make this change at this time. This change was originally part of the total reconstruct project.

Trustee Charhut also brought up the condition of the bridge over the Branch of the Middlefork River on Willow. Manager Sigman noted that she asked IDOT for an updated structural analysis of the bridge. She did receive one which showed the bridge is in very poor condition but is technically structurally sound for supporting the lower portion of the bridge.

RedFlex Cameras

Trustee Chapin asked for an update on the installation of RedFlex Cameras. Manager Sigman noted the Village received an approval from IDOT a few weeks ago for temporary cameras. The original study for camera location was based on the volume of violations at intersections during the initial study. Before the cameras are installed, she had asked for a secondary study. The second study was completely inconsistent with the first one and RedFlex could not provide the camera films to back up their second study. Manager Sigman asked that the second study to be thrown out and a complete new study done and they provide the films with the violations. RedFlex is scheduled to do that study this week. In the meantime, IDOT stated that cameras cannot be temporarily hung at their intersections without permits. So there has been about a four week delay. She expects to get the new numbers in the next couple of weeks. Once the final camera locations are determined, they will move forward with the IDOT permit. She noted that IDOT has finally put together their policies and procedures for this permitting. The Village received this information in early May. The Board will soon be presented with a couple of amendments to their original ordinance based on others in the State. It was asked if cameras would be operational by the start of the school year. She noted that would be optimistic and more likely cameras would be up by the end of the year. She then noted that when the cameras are mounted there will be a 30 day period where only warnings will be issued. After that the Police will begin issuing tickets with fines. We are also working with our IT person to have equipment linked appropriately for the system. Village Manager Sigman noted that the plan is to have cameras at Willow and Waukegan Road, Willow and Sunset Ridge and Willow and Wagner Road. It is still being determined which leg (east, west, north, south) is the appropriate place for the camera.

President Birkinbine noted that he was surprised that Willow and Happ/Central was not selected as an appropriate intersection for cameras.

Manager Sigman responded that neither of the two prior tests indicated this intersection

warranted a camera based on the types of violations. She also felt that the tapes for this program would help in the Willow Road study providing information on what traffic is actually doing. Manager Sigman further noted that from RedFlex's requirements, if the camera doesn't make enough money to pay for the installation and maintenance, RedFlex loses since they pay these costs. Therefore, not only does the Village have to approve the location of cameras, RedFlex does too. Their minimum standard is 15 violations in a 12 hour window. If there are 15 or more violations, the Village and RedFlex would more than cover their expenses. The biggest risk to the Village is if we don't cover the monthly costs of the cable or \$300/per month/per camera. Each ticket is a \$75 fine and the Village receives money only after RedFlex costs are covered.

Village Center

Community Development Director Anne Kane provided an update on the Village Center Task Force meeting. Since the last Board meeting, there have been two task force meetings. At the last meeting the task force interviewed two design firms and reached consensus on the design firm of Myefski Cook Architects, a Glencoe design firm, which has done projects in downtown Winnetka and infill projects in Northbrook.

The scope and product wanted by the task force is what they are now determining. It was noted by Ms. Kane that Myefski Cook could provide incremental improvements (small projects) that could enhance the downtown area without a total redo.

Trustee Gottlieb added that the downtown redevelopment will most likely be a piece meal project rather than a whole scale redevelopment. An overall plan will be developed that provides a guide for the project.

Trustee Chapin asked for an update on the BP property on Willow which is becoming more of an eyesore. Ms. Kane reported that she has sent letters to BP representatives requesting information on the winning bidder of the property at their May auction. Ms. Kane offered that when she gets more information from BP on the criteria for the winning bidder as well as who the winner was she will provide that information in a written update to the Board or at the next Board meeting.

Trustee Frazier asked whether there has been a clean up of the underground area at the BP site. Ms. Kane responded not to her knowledge. She noted that BP has agreed to clean up the site to a commercial standard prior to the transfer of the property.

Trustee Charhut asked if the design firm selected will be looking at the entire Village Center area or will just concentrate on the area south of Willow Road.

Ms. Kane responded that the task force will be looking at the various components but the majority of their focus will be on the area south of Willow Road. They will identify specific properties that are more likely to be redeveloped in the short term (10-15 years).

Trustee Charhut asked why not do a design for all the properties at one time.

Trustee Gottlieb noted that if the Village owned all the property, the task force would probably do what Trustee Charhut is suggesting, a more comprehensive redevelopment. But since

the properties are individually owned, they are approaching it by developing some areas more specifically and others with just general guidelines. The task force expects that the design company will provide a delineated vision of what the downtown area should look like.

Trustee Charhut stressed that any redevelopment needs to focus on the concept that the businesses included generate revenues for the Village. Manager Sigman added that what the information has shown is that the type of stores that generate the big revenues are the big box stores that are not appropriate for the Northfield downtown area nor would the Village want them. A mix of residential and retail is being indicated as what will work best for the downtown area.

Trustee Gottlieb responded that he does not see revenue as the ultimate goal of the redevelopment project. It is more a combination of what is good for the residents as well as increasing revenues. It's a balance of what is economically good for the Village and what is in the best interest for the residents.

Manager Sigman added that the Village needs to be consistent with the businesses that are currently in the Village so as not to lose them. We don't want to lose them to the surrounding towns and their new malls. The plan being worked on would address that aspect also.

Resident Irv Hopson asked about the two design firms and noted that one seemed to be favored in the beginning over the other as being more creative and then in the selection, it turned out just the opposite with the other firm being favored and selected.

Manager Sigman responded that they felt Myefski and Cook had more experience and more employees to draw from and more to offer the Village. In addition, in the second meeting, there was concern about whether Ruggles would be able to complete the project in a timely manner.

Trustee Chapin then asked when resurfacing of Wagner Road and when it would be completed. Manager Sigman noted it would be done in August 2007.

There were no further updates.

ADJOURN TO CLOSED SESSION

Trustee Chapin then made a motion, seconded by Trustee Charhut to adjourn the meeting to Closed Session to discuss pending litigation, personnel and property acquisition.

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

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

RETURN TO OPEN SESSION AT 9:55 PM

Trustee Chapin made a motion, seconded by Trustee Charhut to return to open session.

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

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

CONSIDERATION TO APPROVE A LICENSE AGREEMENT WITH THE FOREST PRESERVE DISTRICT OF COOK COUNTY FOR INSTALLATION OF A NEW WATERMAIN FROM WINNETKA

Following discussion, Trustee Chapin made a motion, seconded by Trustee Greene to approve a License Agreement with the Forest Preserve District of Cook County for the installation of a new watermain from the Village of Winnetka to serve all Northfield residents, replacing two old mains.

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

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

ADJOURNMENT

There being no further business to come before the Board, Trustee Gottlieb made a motion, seconded by Trustee Chapin to adjourn the meeting at 10:00 p.m.

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

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