



There will be no Committee of the Whole meeting

**AGENDA
VILLAGE BOARD MEETING OF THE
BOARD OF TRUSTEES
of the
VILLAGE OF NORTHFIELD
TUESDAY, APRIL 21, 2020 – 7:00 P.M.**

Due to the COVID-19 crisis, the Village Board meeting will be held remotely. The public is welcome to join the meeting by calling (530) 881-1212 - meeting code 565- 235 362#. A public comment period will be held at the meeting.

Comments on a specific agenda item may be submitted to vgroup@northfieldil.org, or in writing to the Village Board of Trustees, 361 Happ Road, Northfield, IL 60093, but must be received no later than **4:30pm on April 21**. All comments will be read into the public record at the time the item is under consideration.

ROLL CALL of the Board of Trustees of the Village of Northfield.
PRESENTATION OF MATTERS BY THE VILLAGE PRESIDENT, TRUSTEES AND OTHER OFFICIALS.

I. Consent Agenda Items: Village President

All items listed will be enacted by one motion. There will be no separate discussion on these items unless a Village Board member so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

1. Approve the report of proceedings from the March 17, 2020 Village Board meeting.

2. Approve the Bills and Disbursements from February 29, 2020 to March 24, 2020:

General Fund	\$261,169.43
Foreign Fire Insurance Tax Fund	6,253.07
Water and Sanitary Sewer Fund	96,773.54
Storm Sewer Improvement Fund	366.00
Capital & Equipment Fund	4,555.21
Police Pension Fund	202.00
2019 Bond Project Fund	<u>35,858.06</u>
TOTAL	<u>\$405,177.31</u>

3. Approve the following Board and Commission re-appointments:

<u>Board of Police Commissioners – Term: 3 years</u>	<u>Term</u>
G. Kirk Bennett	5-1-20 to 5-1-23

Police Pension Board – Term: 2 years
Donald Whitman

Term
5-1-20 to 5-1-22

II. Action Items:

4. Consideration of an ordinance adopting the FY2020/21 Village Budget.
5. Execution of a State of Emergency Declaration, due to COVID-19, in the Village of Northfield until May 19, 2020.

III. Public Comment

IV. Information Items:

6. BOARD UPDATE: These items are presented for information purposes to inform the Board of on-going projects and events. These issues will not be discussed unless indicated.

A. Departmental Updates:

1. Office of the Village Manager
2. Community Development & Building Department
3. Finance Department – **Monthly Report**
4. Fire-Rescue & Public Works Departments
5. Police Department

B. Standing Commission/Committee/Board Summary Notes:

1. None

Upcoming Meetings/Events:

April 23	Police Pension Board meeting – Cancelled
April 24	Arbor Day Celebration – Cancelled
April 25	Village Wide Cleanup Day – Postponed
May 4	Plan & Zoning Commission meeting – Cancelled
May 6	Zoning Board of Appeals meeting – Cancelled
May 11	Architectural Commission meeting – 7:00 p.m.
May 19	Committee of the Whole meeting – 5:30 p.m.
May 19	Village Board meeting – 7:00 p.m.

V. Adjourn: Village President

The Village of Northfield 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 facilities, are requested to contact the Village Manager's office at 847/446-9200 or 847/446-7131 (TDD) at least one week prior to the meeting, if possible, to allow the Village of Northfield to make reasonable accommodations for those persons.

VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: <u>April 21, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>March 17, 2020 - Report of Proceedings</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Stacy Sigman, Village Clerk</u>	<input type="checkbox"/> Information
Department: <u>Office of the Village Manager</u>	<input checked="" type="checkbox"/> Other: Report of Proceedings

Details:

Attached are the draft Report of Proceedings from the Tuesday, March 17, 2020 Village Board meeting.

Executive Action:

A motion to approve the Report of Proceedings from the March 17, 2020 Village Board meeting.

**DRAFT REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, MARCH 17, 2020 - 7:00 p.m.**

President Frazier stated this will be the last in person meeting for a while. Going forward, we will only be doing things that are absolutely necessary until the current crisis is over.

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, March 17, 2020 for a Public Hearing to present the proposed FY2020/2021 Village Budget and for the Regular Board meeting. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

PRESENT:	President	Joan Frazier
	Trustees	Thomas Terrill (via electronic means) Charles Orth Todd Fowler John Goodwin Greg Lungmus (via electronic means) Tom Whittaker

ABSENT:

ALSO PRESENT: Attorney Everette M. Hill

I. Consideration of Trustees Terrill's and Lungmus' request for electronic participation for the meeting.

President Frazier indicated that as noted on the agenda, Trustee Terrill would like to participate remotely. Trustee Terrill was asked to introduce himself for the record so that he could fully participate in the meeting. Trustee Lungmus also is participating remotely and he introduced himself.

CONVENE TO PUBLIC HEARING TO CONSIDER THE PROPOSED FY2020/2021 VILLAGE BUDGET

Finance Director Steve Noble welcomed everyone and indicated that on March 3rd, the Board held their annual Budget Workshop on the draft FY2020/21 Budget.

Director Noble reported there were a lot of positive accomplishments in closing out FY2019/20. We expect to end the year with a surplus. \$156,000 was budgeted as a surplus and we are now projecting that to be closer to \$500,000. This is due primarily to a one time sales tax influx because of a state audit and keeping expenses below budget. The one time sales tax component is not something that we can anticipate next year or in future years. The AAA bond rating has been maintained and we have kept our municipal property tax rate lower than most of our counterparts in the region. We have also maintained a very strong business base, have fully funded all of our pension obligations, and have remained in compliance with the property tax cap.

Director Noble indicated that General Fund revenues have done well this year. Thanks to the loss and cost factor that the Board implemented a couple of years ago, we will receive our full property tax levy. Income tax is up slightly this year and, as mentioned, there was a nice one time boost in sales tax. Expenses were under budget for all the operating departments. We expect to end this fiscal year with a General Fund balance of about \$6.9 million which is the equivalent of about 7-1/2 months of operating expenses. The Board's policy is a minimum of 6 months of expenditures as a reserve. It is important to point out that given current events with the coronavirus, this is precisely why the Board has a policy of maintaining at least a 6 month reserve. This will help us withstand any economic downturn.

In the FY2020/21 budget, revenues in the General Fund are projected to be up 2% and expenses are anticipated to be up 3%. Property taxes are anticipated to increase 2.6% and that consists of a 1.9% factor based on the CPI; .4% for new growth and the 2% loss and cost factor. This is in compliance with the property tax cap. Home rule and municipal sales tax revenues are expected to be up with the home rule sales tax up almost 13% next year. The regular state sales tax is only expected to be up .7%. Expenses are up 3% and that includes a 2-1/2% cost of living adjustment; a 5-1/2% increase in benefits, which includes all of our pension obligations and health care costs; and a 4.2% increase in contractual services most of that is attributable to the outsourcing of the finance director position. Most importantly, the proposed General Fund budget maintains all existing services, continues to fully fund our pension obligations and anticipates a surplus of a little over \$50,000.00.

In the Water and Sewer Fund, revenues are projected to increase 15%. That assumes a 15-1/2% rate increase, as recommended in the Rafetelis Water and Sewer Rate Report. It also reflects a 2.6% decrease in water sold which is based on a 3 year average of water consumption. The draft budget anticipates the water and sewer rate increase going into effect on August 1st which is when we believe we can move to monthly billing. If approved, the new

rate for water and sewer services would be \$10.50 per 100 cubic feet. Expenses are expected to be up almost 22% next year and include increase costs associated with contracting out the finance director position, transitioning to monthly billing, increase in water rates from the Village of Winnetka, and an expedited schedule to replace our older water meters.

Director Noble indicated that over the past year, we have spent a great deal of time assessing our water infrastructure and our water and sewer rate. Our current rate and how the proposed increase compares regionally was shown to the Board. Skokie's rate is artificially low because they are currently in a court battle over rate increases with the City of Evanston. If they lose that challenge, their rates will probably increase dramatically. Other towns are also facing similar infrastructure needs and have begun implementing massive water and sewer rate increases. In 2018, Winnetka implemented a new rate system that will increase their overall rate by as much as 108% over the next 9 years and in 2019 Glencoe implemented a new rate system that will increase their overall rate for the average customer by 135% by 2025. Regionally, Glencoe, Winnetka and Northfield are ahead of the curve and in addressing infrastructure needs and other communities will be doing similar things in the future.

Northfield's operating budget has diverse sources of revenue. Property tax is the single largest source of revenue followed by water and sewer revenues and followed by sales tax revenues. Director Noble then showed the Board the typical property tax bill and stated most of the taxes people pay do not go to the Village. \$.88 of every \$1.00 goes to other governmental entities, such as schools, park districts, libraries, township and the county. The Village receives \$.12 out of every \$1.00 paid and so a resident with a \$10,000 tax bill pays \$1,200 of that to the Village. Sales tax is another important revenue source for the Village and accounts for about 15% of our total operating revenues. He indicated we now have Medline and they are accounted for in the "Other" category. Medline's sales have also given Northfield a very large boost in the Village's home rule sales tax. 52% of the operating budget is for public safety while another 33% is for public works, water and sewer. These are the departments that operate on a 24/7 basis.

At the end of the 2020/21 fiscal year, Director Noble noted we are projecting positive fund balances in compliance with the Board's six month fund balance policy.

President Frazier thanked Director Noble for preparing the budget for the Village. She appreciates all his work as well as VM Sigman and all the department heads. She appreciates expenses being kept down. Our General Fund surplus of \$50,000 for the proposed budget is very minimal and we don't know what this year will bring. Hopefully, COVID-19 won't affect us

too much. She asked if anyone from the public wished to comment. Hearing none, the public comment portion of the hearing was closed

CONSIDERATION TO ADJOURN THE PUBLIC HEARING AT 7:11 P.M.

Trustee Orth made a motion, seconded by Trustee Goodwin to adjourn the Public Hearing and to convene the Regular Board meeting.

Upon unanimous voice vote of "Aye," the motion was approved and the Public meeting was adjourned.

CONVENE REGULAR BOARD MEETING AT 7:12 P.M.

The Board of Trustees of the Village of Northfield reconvened in the Council Chambers of the Village Hall for the Regular Board meeting on Tuesday, March 17, 2020. The meeting was called to order at 7:12 p.m. by Village President Joan Frazier. The Village Clerk took the roll call.

PRESENT:	President	Joan Frazier
	Trustees	Thomas Terrill (via electronic means) Charles Orth Todd Fowler Greg Lungmus (via electronic means) John Goodwin Tom Whittaker

ABSENT:

Attorney Everette Hill is also attending remotely.

II. Consent Agenda Items: Village President

1. Approve the Report of Proceedings from the February 18, 2020 Village Board meeting.
2. Approve the Bills and Disbursements from January 31, 2020 to February 28, 2020:

General Fund	\$195,586.44
Foreign Fire Ins. Tax Fund	408.22
Water and Sanitary Sewer Fund	97,205.05
Capital & Equipment Fund	69,676.74
2017 Go Bond Project Fund	124,293.50
2019 Bond Project Fund	<u>6,635.50</u>
<u>TOTAL</u>	<u>\$493,805.45</u>
3. Approve an amendment to the License Agreement with Stormy Chadwicks, LLC extending the term until March 31, 2021.
4. Consideration of a motion to approve a resolution authorizing participation in the ComEd Green Region Program for the Pollinator Habitat Project.

Trustee Fowler made a motion, seconded by Trustee Orth, to approve Consent Agenda items 1 through 4.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 4 was approved.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Lungmus			
	Goodwin			
	Whittaker			

CONSIDERATION OF AN ORDINANCE AMENDING VARIOUS SECTIONS OF THE ZONING CODE TO DESIGNATE ANTIQUE VENDOR AS A SPECIAL USE IN B-2 SERVICE COMMERCIAL DISTRICT

Trustee Orth made a motion, seconded by Trustee Fowler, to approve an ordinance amending various sections of the Zoning Code to designate antique vendor as a special use in B-2 Service Commercial District.

Community Development Director Steve Gutierrez said the petitioner Heritage Trail Mall, Inc. is seeking to relocate their business to 190-B Northfield Road which is zoned B-2 Service Commercial. The business includes a number of vendors who sell antique and vintage art, furniture and home décor and accessories. The B-2 Service Commercial District currently does not permit this type of retail use either as a permitted or special use. The petitioner is seeking zoning text amendments to allow antique vendors as a special use in the B-2 District. They are also seeking a special use approval to locate their antique vendor establishment at 190-B Northfield Road. As part of that special use request, there is zoning relief from the off street parking requirements. The code requires 27 parking spaces and there are only 13.

On March 2, 2020, the Plan & Zoning Commission considered the application and staff's recommendations with regard to the parking requirements. Staff was comfortable with what was being proposed and the Commission voted unanimously to recommend approval of both the zoning text amendments and the special use requests. The petitioner is present.

President Frazier requested a roll call vote to approve an ordinance amending various sections of the Zoning Code to designate antique vendor as a special use in B-2 Service Commercial District.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			

Whittaker

CONSIDERATION OF A MOTION TO APPROVE A SPECIAL USE ORDINANCE FOR AN ANTIQUE VENDOR OPERATION AT 190-B NORTHFIELD ROAD

Trustee Whittaker made a motion, seconded by Trustee Orth, to approve a special use ordinance for an antique vendor operation at 190-B Northfield Road.

Attorney Dan Shapiro was present for the petitioners and stated he appreciated the Board moving this matter ahead. He clarified it will not be 42 vendors, but 42 vendor spaces. Director Gutierrez confirmed that was staff's understand as well. Ms. Chrisopoulos thanked the Board.

President Frazier added that she thought this is the type of business we want in Northfield and that it would be a great asset to the Village. She hoped they could iron out the parking issue.

President Frazier requested a roll call vote to approve a special use ordinance for an antique vendor operation at 190-B Northfield Road.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF A MOTION TO APPROVE A BID AWARD TO SHERMAN MECHANICAL, INC. IN THE AMOUNT OF \$24,134.00 PLUS A 5% CONTINGENCY FOR THE HVAC CONTROL SYSTEM AND ZONING SYSTEM EQUIPMENT REPLACEMENT PROGRAM

Trustee Fowler made a motion, seconded by Trustee Whittaker, to approve a bid award to Sherman Mechanical, Inc. in the amount of \$24,134.00 plus a 5% contingency for the HVAC Control System and Zoning System Equipment Replacement Program.

Director Gutierrez noted this is to replace the master control and zoning system that serves the Village Hall. The original system was installed in 1967, modified in 1996 and it is starting to require extensive service calls. On February 13, a bid proposal was opened up for the project. Sherman Mechanical, Inc. of Cary, Illinois was the only bidder. Their bid was for \$24,134.00 and we had budgeted \$27,000.00. Although staff likes to see more than one bid many contractors don't do this type of work and Sherman is our existing maintenance provider. Staff is recommending that the bid be awarded to Sherman in the amount of \$24,134.00 with a 5% contingency.

President Frazier requested a roll call vote to approve a bid award to Sherman Mechanical, Inc. in the amount of \$24,134.00 plus a 5% contingency for the HVAC Control System and Zoning System Equipment Replacement Program.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Orth
 Fowler
 Goodwin
 Lungmus
 Whittaker

CONSIDERATION OF A MOTION TO APPROVE A BID AWARD TO SMG SECURITY HOLDINGS, LLC. IN THE AMOUNT OF \$25,141.25 PLUS A 5% CONTINGENCY FOR THE FIRE ALARM REPLACEMENT PROJECT

Trustee Orth made a motion, seconded by Trustee Fowler, to approve a bid award to SMG Security Holdings, LLC in the amount of \$25,141.25 plus a 5% contingency for the Fire Alarm Replacement Project.

Director Gutierrez indicated that the existing system was installed in 1967. It was modified in 1996 and is showing its age. It is a critical system and needs to be replaced. This project was put out to bid and the Village received two bids. The low bid was from SMG Security Holdings, LLC with a bid of \$25,141.25 and \$30,000.00 was budgeted. The other bid received was from Fox Valley Fire and Safety for \$28,750.00. Staff is recommending the bid be awarded to the lowest qualified bidder which is SMG Security Holdings, LLC in the amount of \$25,141.25 with a 5% contingency.

President Frazier requested a roll call vote to approve a bid award to SMG Security Holdings, LLC in the amount of \$25,141.25 plus a 5% contingency for the Fire Alarm Replacement Project.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
 Orth
 Fowler
 Goodwin
 Lungmus
 Whittaker

CONSIDERATION OF A MOTION TO APPROVE THE PURCHASE OF ONE ZOLL X SERIES MONITOR-DEFIBRILLATOR, WITH ACCESSORIES, IN THE AMOUNT OF \$32,590.21 FROM ZOLL MEDICAL CORPORATION

Trustee Whittaker made a motion, seconded by Trustee Orth, to approve the purchase of one Zoll X Series Monitor-Defibrillator, with accessories, in the amount of \$32,590.21 from Zoll Medical Corporation.

Fire-Rescue Chief Mike Nystrand said it has been a long time goal of his department to get approval from IDPH and our resource hospital St. Francis to be able to provide ALS level of care when our ambulance is on a call and another ALS call comes in. The Village has approval from IDPH and St. Francis and we can get the supplies and equipment to be able to call IDPH in to do an inspection. Once that is in place, we can provide ALS services. They have been working with Medline who has agreed to supply almost everything on the list except the monitor defibrillator. Staff researched and found that the model we need was available in a group bid. We didn't qualify for that rate because you had to buy 10 at a time, but they were willing to give us that price. It is almost 27% less than the list price is. The monitor comes with all the accessories and is capable of meeting all of our ALS needs. The department can provide that higher level of ALS care for patients while waiting for another mutual aid ambulance to come and transport the patient.

President Frazier requested a roll call vote to approve the purchase of one Zoll X Series Monitor-Defibrillator, with accessories, in the amount of \$32,590.21 from Zoll Medical Corporation.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF A MOTION TO APPROVE A PROPOSAL FROM GEWALT HAMILTON ASSOCIATES FOR DESIGN ENGINEERING AND BIDDING SERVICES WITH THE 2020 W. FRONTAGE ROAD WATER MAIN RELACEMENT/LINING PROJECT IN THE AMOUNT OF \$32,500

Trustee Whittaker made a motion, seconded by Trustee Goodwin, to approve a proposal from Gewalt Hamilton Associates for design engineering and bidding services with the 2020 W. Frontage Road water main replacement/lining project in the amount of \$32,500.

Director of Public Works Mike Nystrand indicated that in FY2020/21 this project is slated to be completed. They would like to begin doing the engineering and design work so they can bid this replacement/lining project early. Access is problematic for traditional standard backhoe and dump trucks so the project will be a relining. There have been numerous breaks on this line and the pipe is falling apart. He has never seen this form of deterioration on a main since he has been with the Village. Staff would like the design approval from Gewalt-Hamilton in the amount of \$32,500.00. The amount budgeted for the replacement and the engineering is \$332,500.00. This wouldn't be paid to Gewalt until the next fiscal year.

President Frazier asked if Gewalt was willing to do the work ahead of payment. Director Nystrand indicated yes. She then asked how much destruction to the site is anticipated. Director Nystrand indicated it will be minimal. The project will be bid both ways so we can see the cost difference between a traditional open cut versus lining. They will still have access to their parking. He believes that main was put in in the late 1950's.

Trustee Whittaker asked if this is the Village's first water main lining project. Director Nystrand yes. Trustee Whittaker knows that many discussions were done with Mike, Trustee Lungmus, President Frazier and VM Sigman and he feels this is an innovative way of repairing water mains now.

President Frazier requested a roll call vote to approve a proposal from Gewalt Hamilton Associates for design engineering and bidding services with the 2020 W. Frontage Road water main replacement/lining project in the amount of \$32,500.

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

CONSIDERATION OF A MOTION TO APPROVE AN ORDINANCE AUTHORIZING THE DECLARATION OF A STATE OF EMERGENCY BY THE VILLAGE PRESIDENT

Trustee Fowler made a motion, seconded by Trustee Orth, to approve an ordinance authorizing the Declaration of a State of Emergency by the Village President.

Attorney Everette Hill explained that the ordinance would go into the Village Code. It would be applicable now and in the future. It allows the Village President to declare a state of emergency so that the Village can carry out functions, that normally require full Village Board approval in emergency circumstances. As the COVID-19 escalated, President Frazier questioned how the Village Board can function if they can't meet in public session. The current Code does not allow for that. If we are going to get Village business done, we need a mechanism to do so. The way the Open Meetings Act is currently structured, it is not possible to have a fully electronic meeting of the Board of Trustees. He initially drafted up some legislation and President Frazier worked to get the state to amend the Open Meetings Act for emergency situations. Unfortunately the legislature went out of session before it could be called. Klein, Thorpe and Jenkins, then attempted to get the Governor's attention but it was stalled. Yesterday, it was finally addressed by the Governor. However, there is also a section of the Illinois Municipal Code (11-1-6) which, if the Village Board grants to the Village President

authority, then she can have the emergency authority to deal with matters such as a fully electronic board meeting locally. We can act very decisively in the case of a natural disaster such as a tornado or a flood. He recommended this ordinance and many of his clients have had this on the books for a long time. Northfield never has, but he thinks we should even though the Governor has now dealt with the issue of fully electronic meetings by executive order. It is still a good idea to have this on the books for natural disasters or this kind of contagious disease. We all know the legislative system for local government is deliberative and we move slowly on issues. Even when we think we're moving expeditiously there are still notice requirements and public hearing requirements that make it impossible to deal decisively when decisive action has to be taken. The power that this gives cannot be exercised unless a lot of conditions are met. The exercise of that power can only be used if it's supported in writing by the Village President and cited to declarations of emergency from the Federal and State level or the County level and making reference to agencies that deal with whatever disaster we're facing. Any declaration of a state of emergency has to specify what kind of matters may be dealt with by the President. It is closely circumscribed. The emergency power can only be exercised from the date when the declaration has been made until the following Village Board meeting. It could be extended, but it has a very short natural life. Those municipalities that Klein, Thorpe and Jenkins represents that already had this on the books were able to smoothly transition into the emergency declaration. He thinks it is a good idea.

President Frazier thanked Attorney Hill for his hard work on this matter. She believes that this authority is important to insure that we are able to deal with issues as quickly as possible. If the Board approves this tonight, she will declare of a statement of emergency in the Village. We have to be ready to do everything we can to address circumstance as they arise. As she said earlier, the Boards and Commissions will not be meeting in person next month. The Governor has waived some of the Open Meeting Act requirements, and these things are changing and changing fast. She also believes this ordinance should be on the books so that when a disaster occurs, the Village is as prepared as it can be.

Trustee Whittaker commented on how fast things are moving and what we are dealing with now. He thinks it is a good idea to include this in the Code. Once the dust settles, he asked that we come back and look at the ordinance again so everyone has a better understanding of the true scope. He is fully supportive of approving it tonight.

Trustee Terrill said he thought the idea was very well thought out and liked the duration of 30 days until the next Board meeting.

President Frazier requested a roll call vote to approve an ordinance authorizing the Declaration of a State of Emergency by the Village President.

AYES: Terrill NAYS: 0 ABSTAIN: 0 ABSENT: 0
Orth
Fowler
Goodwin
Lungmus
Whittaker

PUBLIC COMMENT

None

Department Updates

Administration

VM Sigman reported as follows:

The last several weeks, Village staff has been working diligently on the crisis and doing everything we can to protect the health, safety and welfare of residents and team members. She is constantly in contact with the Governor's office, the Illinois Department of Public Health, the Cook County Department of Public Health and all of our mutual aid agencies. Many efforts are being led by our fire and police departments. The Village is doing a great job in keeping up with everything. Things change hour by hour and we are providing regular updates to the Board and the community. We are also doing what we can to support the business community. We have been trying to work with the businesses and to let the public know who's open and what their hours of service are, and what services they are providing. President Frazier just authorized carry out packaged liquor with a meal pick up from local restaurants. We will continue to publish information on our website. In compliance with the Governor's recommended standards, all non-essential employees are now working remotely. We are trying to keep all operations functioning, and we are still reviewing building permits, taking in water permits, and handling the day-to-day stuff, just doing it remotely. She will staff Village Hall. Emergency teams are keeping operations moving but have modified some of the procedures to reduce the risk to personnel.

Community Development Department & Building Department

Director Gutierrez reported as follows:

Our primary focus has been on transitioning our services to allow people to access our services online or by telephone. It has been an opportunity to improve our systems and make it

more automated and more convenient. When this is over, we are going to have some improved systems in place. It has been a great team effort by all the departments and the IT staff. Everyone is working very hard to keep up the service levels that the residents enjoy. VM Sigman added that we are trying to make sure our businesses can continue to build out their spaces and get occupancy permits, and residents can finish home projects. To the extent possible, we don't want to reduce service levels. We just want to find innovative remote ways to approach it. Director Gutierrez said we are trying to keep everyone safe, including employees.

Finance Department

Finance Director Noble reported as follows:

He echoed what VM Sigman and Director Gutierrez said and mentioned today was our first day working remotely. It went very well. We had someone handling the phones during business hours. Most calls were on voter questions. Mail has been very light as well. He agrees that this will present opportunities for us to improve our operations and come up with new efficiencies on how we conduct business.

In the packet is the monthly report through January. The investment returns as of January 31st can be set aside given the crisis. At the end of February, the pension funds, from May 1st of last year, we are only up 1.72%. Our assumed rate of return on that says 6-3/4%.

Fire-Rescue & Public Works Departments

Chief Mike Nystrand reported as follows:

He again echoed what others said. From his perspective, COVID-19 is all consuming. There are constant conference calls and updates from our hospital operating systems, IDPH, and Cook County Health Department. He again got an update while he was coming to the meeting saying what they should be wearing and how we should be approaching patients. They have worked with Winnetka, Wilmette and Glencoe to take a look at that whole area and did a staff reduction analysis. Based on a 10%, 20% and 30% level of loss. If these losses occur, we will function as one department for the geographic area. We can service the whole area better as a group, instead of stand alone departments. He said they are having a hard time getting PPE. There is a shortage of the N95 masks as those are manufactured in China. The CDC and IDPH told them to use the expired ones which is not reassuring.

Staff has been reduced on site and we have provided for a minimum level of staffing for the safety of the employees and the people that they serve. Typically, 2 paramedics go in to see what's going on and now one paramedic goes in, to reduce potential exposures for the whole crew. They have worked with MABAS Division 3 and have secured rooms in nearby hotels that can be used to quarantine paramedics/firefighters should that be necessary. If one

has been exposed and goes home, then everyone in that home needs to be quarantined. The testing time seems to be getting better. The hospitals have promised to tell us if one of the patients that we transported tests positive. With test results coming more quickly, it will help alleviate some of the stress that first responders are experiencing.

Public Works Director Mike Nystrand reported as follows:

They are not doing what they would normally be doing this time of year to get ready for spring and restorations. Some staff is working remotely and there are different schedules to handle the things they need to do. They can't stop doing JULIE locates because it is state law to locate utilities within a certain amount of time. The fleet maintenance staff can come in and fix breakdowns of equipment. This is new for us. He is happy with all the cooperation he is getting from other agencies. All the chiefs have gone to remote phone conference meetings. Polling went well and people weren't rushed. It has been a challenge.

VM Sigman said that as was mentioned by President Frazier, a declaration was prepared declaring a state of emergency for the Village of Northfield. This is being done in conjunction with the state and Cook County declarations. This declaration gives us authority to maintain our systems and makes us eligible for federal funds for FEMA reimbursement. In order for President Frazier to sign the declaration she needs to do so under oath. So "President Frazier, do you solemnly swear and affirm that this is your Declaration of Emergency in your capacity as the Village President of the Village of Northfield and that the matters upon which you base this declaration are to the best of your knowledge, true and correct." President Frazier responded, "I so swear." This declaration goes into effect immediately and runs until the next Board meeting in April.

Trustee Goodwin asked if the trustees should be ready to be mobilized. President Frazier said if there was an emergency that called for trustee input in between our meetings, it would be done by phone. If she has to exercise emergency authority, the trustees will be the first to know. VM Sigman has been giving the trustees daily updates on what's going on in the state. We also hear from the Governor who gives mayors and village managers updates several times a week. VM Sigman is also following the CDC and the Illinois Department of Public Health for updated information which is being passed on to the trustees.

Trustee Whittaker thanked staff, fellow Board members and department heads for keeping him informed.

Trustee Orth commented on the census. He has been working heavily on it the last couple of days. The census sent out the information, "Northfield" was "Winnetka" on the address. According to the 4 – 5 people from the Census Bureau people can go ahead without

mentioning the address issue. The zip code plus a “4” indicates the exact location and will count for Northfield. We are putting out another email and updating the website to remind everyone to fill it out as is. If anyone feels uncomfortable, they can use the hotline number and actually do it over the phone with a representative from the Census Bureau. They are open from 6-7:00 a.m. to 11:00 p.m.

Police Department

Chief Lustig was not present.

ADJOURNMENT

There being no other business or issues to come before the Board, Trustee Whittaker made a motion, seconded by Trustee Orth to adjourn the meeting.

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

AYES:	Terrill	NAYS: 0	ABSTAIN: 0	ABSENT: 0
	Orth			
	Fowler			
	Goodwin			
	Lungmus			
	Whittaker			

The meeting was adjourned at 8:05 p.m.

**VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET**

Meeting Date: <u>April 21, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>Bills & Disbursements</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Steve Noble, Finance Director</u>	<input type="checkbox"/> Information
Department: <u>Finance</u>	<input checked="" type="checkbox"/> Other: Bills and Disbursements

Details:

Bills & Disbursements from February 29, 2020 to March 24, 2020:

General Fund	\$261,169.43
Foreign Fire Ins. Tax Fund	6,253.07
Water and Sanitary Sewer Fund	96,773.54
Storm Sewer Improvement Fund	366.00
Capital & Equipment Fund	4,555.21
Police Pension Fund	202.00
2019 Bond Project Fund	<u>35,858.06</u>
Grand Total	<u>\$ 405,177.31</u>

Executive Action:

A motion to approve the Bills & Disbursements from February 29, 2020 to March 24, 2020 in the amount of \$405,177.31.

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
22ND	22ND CENTURY MEDIA LLC								
	5621 2/20			02/27/20		21032	03/12/20	162.70	162.70
		01 HERITAG TRAIL MALL	01002052505						29.05
		02 230 LATROBE	01002052503						39.01
		03 BID NOTICE P/D PAINTING	01015035310						94.64
								VENDOR TOTAL:	162.70
A LAMP	A LAMP CONCRETE CONTRACTORS								
	PAY EST 03 & FINAL			03/19/20		21122	03/24/20	33,322.21	33,322.21
		01 WAUKEGAN SIDEWALK-FINAL	25005055851						33,322.21
		02	** COMMENT **						0.00
								VENDOR TOTAL:	33,322.21
AIRONE	AIR ONE EQUIPMENT, INC								
	153974			03/06/20		21033	03/12/20	265.00	265.00
		01 CYLINDER HYDROTEST	01045045735						265.00
	154312			03/13/20		21123	03/24/20	732.82	732.82
		01 PREV MAINT/AIR TEST	01045045735						732.82
								VENDOR TOTAL:	997.82
ALEXCHEM	ALEXANDER CHEMICAL CORP								
	22001			02/28/20		21034	03/12/20	500.00	500.00
		01 WATER TREATMENT CHEMICALS	08005045755						500.00
								VENDOR TOTAL:	500.00
ALPHA	ALPHA PRIME COMM NORTH LLC								
	116517			02/19/20		21035	03/12/20	1,650.00	1,650.00
		01 RADIOS FOR P/W	01055055810						1,650.00
								VENDOR TOTAL:	1,650.00
ALTORFER	ALTORFER INDUSTRIES, INC								
	TT56789			03/12/20		21124	03/24/20	1,142.20	1,142.20
		01 1536 BUCKET ISSUE SERVICE CALL	01055045605						685.32
		02 1536 BUCKET ISSUE SERVICE CALL	08005045605						456.88
								VENDOR TOTAL:	1,142.20
AMAZON	AMAZON CAPITAL SERVICES, INC								
	119C-K47F-7HCD			03/06/20		21125	03/24/20	106.99	23.98
		01 T29/839 HAND LIGHT BATTERIES	01045045605						23.98

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	1G1V-QDVM-DC9K			02/16/20		21125	03/24/20	106.99	64.04
	01	GPS PUCKS	01045045605						64.04
	1MTX-NLLV-3VPT			02/29/20		21036	03/12/20	46.92	30.00
	01	CORDLESS TOOL BATTERY	01055055815						30.00
	1PFP-47X3-W1X4			03/15/20		21125	03/24/20	106.99	18.97
	01	1620 FUSES	08005045605						18.97
	1WV9-7NX9-3FG1			03/03/20		21036	03/12/20	46.92	16.92
	01	INSP RECORD CARDS FOR EQUIP	01055035410						16.92
								VENDOR TOTAL:	153.91
AMER GAS	AMERICAN GASES CORP								
	402012			03/12/20		21126	03/24/20	19.30	19.30
	01	SAFETY LENS FOR WELDING HELMET	01055055815						19.30
								VENDOR TOTAL:	19.30
AMIDEI	ART AMIDEI								
	3/4/20 TRUCK SHOW			03/04/20		21037	03/12/20	41.25	41.25
	01	REIMBRSMNT-3/4/20 TRUCK SHOW	01055045600						34.25
	02	REIMBRSMNT-3/4/20 TRUCK SHOW	01055035245						7.00
								VENDOR TOTAL:	41.25
ANDERPES	ANDERSON PEST SOLUTIONS								
	5541607			03/02/20		21127	03/24/20	58.92	58.92
	01	3/20 MONTHLY PEST CONTROL	01055035410						58.92
								VENDOR TOTAL:	58.92
AVALON	AVALON PETROLEUM COMPANY								
	022617			02/25/20		21038	03/12/20	4,958.61	1,568.61
	01	DIESEL FUEL	01055045600						815.68
	02	DIESEL FUEL	01045045600						392.15
	03	DIESEL FUEL	08005045600						360.78
	567177			02/25/20		21038	03/12/20	4,958.61	3,390.00
	01	GASOLINE FOR VILLAGE VEHICLES	08005045600						135.60
	02	GASOLINE FOR VILLAGE VEHICLES	01055045600						101.70
	03	GASOLINE FOR VILLAGE VEHICLES	01025045600						135.60
	04	GASOLINE FOR VILLAGE VEHICLES	01045045600						169.50
	05	GASOLINE FOR VILLAGE VEHICLES	01015045600						203.40
	06	GASOLINE FOR VILLAGE VEHICLES	01035045600						2,644.20

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VENDOR TOTAL:									4,958.61
BENISTAR	BENISTAR/UA-6803								
	0312020			03/02/20		21039	03/12/20	1,534.56	1,534.56
	01	3/20 HEALTH INS PREMIUM	01002052422						1,534.56
VENDOR TOTAL:									1,534.56
CALLONE	CALL ONE								
	214072			03/12/20		21040	03/12/20	5,231.15	5,231.15
	01	MONTHLY TELEPHONE FEES	01015035295						1,360.09
	02	MONTHLY TELEPHONE FEES	01025035295						261.55
	03	MONTHLY TELEPHONE FEES	01035035295						1,883.21
	04	MONTHLY TELEPHONE FEES	01045035295						418.49
	05	MONTHLY TELEPHONE FEES	01055035295						784.67
	06	MONTHLY TELEPHONE FEES	08005035295						523.14
VENDOR TOTAL:									5,231.15
CAREER	CAREER BUILDER EMPLOYMENT								
	AUR1169958			02/28/20		21041	03/12/20	117.75	117.75
	01	BACKGROUND SCREENINGS	01015035255						117.75
VENDOR TOTAL:									117.75
CARGILL	CARGILL, INC								
	2905319614			03/12/20		21128	03/24/20	5,475.98	5,475.98
	01	ROADWAY SALT	01055045665						5,475.98
VENDOR TOTAL:									5,475.98
CHANDLTH	CHANDLERTHINKS LLC								
	1483			02/27/20		21042	03/12/20	375.00	375.00
	01	MARCH/APRIL 20 NEWSLETTER	01015035225						375.00
VENDOR TOTAL:									375.00
CHGOCOM	CHICAGO COMMUNICATIONS LLC								
	318155			03/06/20		21043	03/12/20	152.95	152.95
	01	4/20 CONTRACT MAINTENANCE	01035035345						152.95
VENDOR TOTAL:									152.95
CHGOPART	CHICAGO PARTS & SOUND LLC								
	1-0133682			03/06/20		21044	03/12/20	51.60	51.60
	01	OIL FILTERS FOR P/D FLEET	01035045605						51.60

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VENDOR TOTAL:									51.60
CHGOTRIB	CHICAGO TRIBUNE COMPANY								
	20153308	4-10/20		03/08/20		21129	03/24/20	208.00	208.00
		01 4-10/20 SUBSCRIPTION	01015045630						208.00
VENDOR TOTAL:									208.00
CINTAS	CINTAS CORPORATION NO. 2								
	5016411008			03/05/20		21045	03/12/20	260.78	206.22
		01 FIRST AID SUPPLIES	01055035410						206.22
	5016411010			03/05/20		21045	03/12/20	260.78	54.56
		01 FIRST AID SUPPLIES	01015045799						54.56
VENDOR TOTAL:									260.78
CIVICPLU	ICON ENTERPRISES INC								
	197240			03/05/20		21046	03/12/20	752.46	752.46
		01 20/21 ANNUAL EDC WEBSITE MAINT	12005055864						752.46
VENDOR TOTAL:									752.46
CLIENT	CLIENTFIRST CONSULTING GRP LLC								
	11173			02/29/20		21130	03/24/20	7,851.25	7,851.25
		01 2/20 IT SERVICES	01015035265						4,686.00
		02 2/20 IT SERVICES	08005035265						1,171.50
		03 NEW ISP/PHONE SERVICES	12005055780						1,993.75
VENDOR TOTAL:									7,851.25
COMCAST	COMCAST								
	8771101300008980	3/20		02/25/20		21047	03/12/20	6.31	6.31
		01 3/20 V/H CABLE TV	01015045799						6.31
	87711013000146163	20		03/06/20		21131	03/24/20	246.20	153.35
		01 INTERNET SERVICE	01015035295						35.27
		02 INTERNET SERVICE	01055035295						36.80
		03 INTERNET SERVICE	01025035295						24.53
		04 INTERNET SERVICE	01035035295						46.00
		05 INTERNET SERVICE	01045035295						10.75
	87711013000171633	20		03/04/20		21131	03/24/20	246.20	92.85
		01 3/20 INTERNET SERVICE	01055035410						92.85

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VENDOR TOTAL:									252.51
COMED	COMMONWEALTH EDISON								
	0024097087	3/20		03/18/20		21132	03/24/20	1,629.70	26.91
	01	2/18-3/18 GC INTERCONNECT	08005045755						26.91
	0440133022	3/20		03/18/20		21132	03/24/20	1,629.70	1,005.01
	01	2/18-3/18 V/H SPACE HEAT	01015035300						1,005.01
	266749048	2/20		03/10/20		21048	03/12/20	1,785.02	1,750.78
	01	2/10-3/10 STREET LIGHTS	01055035355						1,750.78
	3251047018	3/20		03/17/20		21132	03/24/20	1,629.70	50.44
	01	2/17-3/17 WILLOW/CENTRAL LIGHT	01055035355						50.44
	4103163000	3/20		03/18/20		21132	03/24/20	1,629.70	398.91
	01	2/18-3/18 RESERVOIR	08005045755						398.91
	4223012024	2/20		02/27/20		21048	03/12/20	1,785.02	34.24
	01	1/29-2/27 HIBB/LNGMDW LIFT STN	08005035475						34.24
	4283040008	3/20		03/18/20		21132	03/24/20	1,629.70	31.54
	01	2/18-3/18 MIDDLEFORK LIFT STN	08005035475						31.54
	5443121001	3/20		03/18/20		21132	03/24/20	1,629.70	61.82
	01	2/18-3/18 CENTRAL/OAK ST LITES	01055035355						61.82
	7903024013			03/18/20		21132	03/24/20	1,629.70	55.07
	01	2/18-3/18 N HAPP LIFT STATION	08005035475						55.07
VENDOR TOTAL:									3,414.72
COREMAIN	CORE & MAIN LP								
	L829831			02/27/20		21049	03/12/20	2,330.75	1,032.75
	01	WATER METER PARTS	08005045750						1,032.75
	L933001			03/10/20		21133	03/24/20	9,691.25	1,835.00
	01	RECONDITIONING OF HANDHELDS	08005045760						1,835.00
	L955110			02/21/20		21049	03/12/20	2,330.75	1,298.00
	01	WATERMAIN CLAMPS	08005045740						1,298.00
	M005615			03/04/20		21133	03/24/20	9,691.25	3,268.45
	01	METER READING DEVICES	08005045760						3,268.45

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	M009637	01 CLAMPS	08005045740	03/10/20		21133	03/24/20	9,691.25	649.00 649.00
	M011507	01 COUPLINGS	08005045740	03/05/20		21133	03/24/20	9,691.25	440.00 440.00
	M012103	01 WATER METERS/READING DEVICES	08005045760	03/06/20		21133	03/24/20	9,691.25	2,670.00 2,670.00
	M012283	01 3/4" WATER METERS	08005045760	03/05/20		21133	03/24/20	9,691.25	828.80 828.80
								VENDOR TOTAL:	12,022.00
DELTA-V	DELTA DENTAL OF ILL-VISION								
	1315923/1324872			03/10/20		21050	03/12/20	799.30	799.30
		01 FEB/MAR 20 VISION INSURANCE	01002052426						26.12
		02 FEB/MAR 20 VISION INSURANCE	01015025100						100.51
		03 FEB/MAR 20 VISION INSURANCE	01025025100						46.39
		04 FEB/MAR 20 VISION INSURANCE	01035025100						378.86
		05 FEB/MAR 20 VISION INSURANCE	01045025100						38.66
		06 FEB/MAR 20 VISION INSURANCE	01055025100						115.98
		07 FEB/MAR 20 VISION INSURANCE	08005025100						92.78
								VENDOR TOTAL:	799.30
DINGES	E & B FIRE SAFETY, INC								
	06874	01 RESCUE BELT	01045055835	01/31/20		21051	03/12/20	399.75	239.85 239.85
	07619	01 SUSPENDERS	01045055835	03/02/20		21051	03/12/20	399.75	159.90 159.90
								VENDOR TOTAL:	399.75
DIRECTRE	DIRECT RESPONSE RESOURCE INC								
	20-NF02			03/02/20		21052	03/12/20	1,762.74	1,762.74
		01 2/20 UB OUTSOURCE	08005035260						450.00
		02 UTILITY BILL STOCK/ENVELOPES	08005045620						1,312.74
								VENDOR TOTAL:	1,762.74
DOUGLAS	FLEET DISTRIBUTORS INC								
	66782	01 FLEET SUPPLIES	01055055815	02/28/20		21053	03/12/20	435.47	152.47 92.97
		02 FLEET SUPPLIES	01055045605						59.50

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	67057	01 BRAKE PARTS FOR T/29/839	01045045605	03/09/20		21053	03/12/20	435.47	283.00 283.00
								VENDOR TOTAL:	435.47
EAGLE	EAGLE ENGRAVING, INC								
	2020-1828	01 ID TAGS	01045055835	03/17/20		21134	03/24/20	81.80	81.80 81.80
								VENDOR TOTAL:	81.80
EJ EQUIP	EJ EQUIPMENT INC								
	P02542	01 1620 HPI COUPLER SET	08005045605	03/05/20		21054	03/12/20	165.08	165.08 165.08
	P02591	01 1620 KANAFLEX SUCTION TUBE	01055045605	03/19/20		21135	03/24/20	563.33	354.97 212.98
		02 1620 KANAFLEX SUCTION TUBE	08005045605						141.99
	P22258	01 1620 HIGH PSI GUN SPRAY TIPS	01055045605	03/13/20		21135	03/24/20	563.33	208.36 125.01
		02 1620 HIGH PSI GUN SPRAY TIPS	08005045605						83.35
								VENDOR TOTAL:	728.41
ELEVATED	ES ACQUISITION LLC								
	INV00000131	01 TRT EQUIPMENT	12005055785	01/20/20		21136	03/24/20	1,368.00	1,368.00 1,368.00
								VENDOR TOTAL:	1,368.00
FIREGUYS	FIRE GUYS ENTERPRISES INC								
	1631	01 FUEL FOR P/W SM EQUIPMENT	01055045600	03/11/20		21055	03/12/20	147.00	147.00 147.00
								VENDOR TOTAL:	147.00
FIRESERV	FIRE SERVICE, INC								
	19298	01 REPAIR PARTS FOR S29	01045045605	03/06/20		21137	03/24/20	130.00	130.00 130.00
								VENDOR TOTAL:	130.00
FIRST	FIRST BANKCARD								
	1613 2/20	01 PLAQUES	01035045799	03/03/20		21138	03/24/20	3,632.77	1,386.00 96.00
		02 MEMBERSHIP/CERTIF RENEWAL	01035035250						155.00

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1613	2/20			03/03/20		21138	03/24/20	3,632.77	1,386.00
	03	2020 IL CRIMINAL PUBLICATIONS	01035045705						640.00
	04	RANGE SUPPLIES	01035045685						495.00
5475	2/20			03/03/20		21138	03/24/20	3,632.77	519.72
	01	ART CONTEST SUPPLIES	01015035215						52.66
	02	TRANSCRIBER SOFTWARE	01015035265						34.99
	03	CLOUD STORAGE	01015035265						75.28
	04	FAX SERVICE	01015035295						16.41
	05	PET TAGS	01015045799						15.89
	06	COMPUTER SUPPLIES	01015055800						164.51
	07	SSL CERT RENEWAL	08005035265						159.98
5923	2/20			03/03/20		21138	03/24/20	3,632.77	779.42
	01	2/20 SECURITY PHONE APP	01015035310						10.61
	02	ART GALLERY SUPPLIES	01015035215						84.89
	03	SISTER CITIES DUES	01015035250						310.00
	04	MEETING EXPENSES	01015045610						373.92
6275	2/20			03/03/20		21138	03/24/20	3,632.77	898.84
	01	STATION COVERAGE (FUNERAL)	01045045799						90.00
	02	TABLETS FOR PATIENT REPORTS	01045055815						548.21
	03	BUILDING SUPPLIES	01055035410						260.63
6531	2/20			03/03/20		21138	03/24/20	3,632.77	48.79
	01	CLEANING SUPPLIES	01055045640						35.05
	02	MISC SUPPLIES	01045045799						13.74
VENDOR TOTAL:									3,632.77
GARVEY'S	GARVEY'S OFFICE PRODUCTS								
	PINV1866421			02/05/20		21056	03/12/20	1,417.41	534.03
	01	OFFICE SUPPLIES	01015045620						33.69
	02	BUILDING SUPPLIES	01015045799						500.34
	PINV1866897			02/05/20		21056	03/12/20	1,417.41	33.75
	01	OFFICE SUPPLIES	01035045620						33.75
	PINV1871707			02/13/20		21056	03/12/20	1,417.41	335.15
	01	OFFICE SUPPLIES	01055045620						335.15
	PINV1873869			02/18/20		21056	03/12/20	1,417.41	62.17
	01	OFFICE SUPPLIES	01035045620						62.17
	PINV1874628			02/19/20		21056	03/12/20	1,417.41	383.39
	01	OFFICE SUPPLIES	01015045620						383.39

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	PINV1881960			03/02/20		21056	03/12/20	1,417.41	68.92
	01	OFFICE SUPPLIES	01015045620						68.92
								VENDOR TOTAL:	1,417.41
GASVODA	GASVODA & ASSOCIATES, INC								
	INV2000400			02/19/20		21057	03/12/20	1,660.00	1,660.00
	01	HAPP RD PUMP INSPECTION	08005035475						1,660.00
								VENDOR TOTAL:	1,660.00
GB ELEC	JOSEPH P GUTKANST								
	19016			02/25/20		21058	03/12/20	1,012.50	252.00
	01	REWIRING GENERATOR@LIFT STN	12005055788						252.00
	19022			02/25/20		21058	03/12/20	1,012.50	760.50
	01	MISC ELEC WORK AT VLG HALL	01025035410						760.50
								VENDOR TOTAL:	1,012.50
GEWALT	GEWALT HAMILTON ASSOC. INC.								
	3509.001-171			02/21/20		21059	03/12/20	2,086.00	496.00
	01	1/20 GIS UPDATES	01025035325						496.00
	3509.002-124			02/21/20		21059	03/12/20	2,086.00	574.00
	01	1/20 CRS ENGNRNG	01025035325						248.00
	02	1/20 1622 WILLOW LOMR	01002052502						128.00
	03	1/20 MWRD GRANT	11005055850						198.00
	3509.048-31			02/21/20		21059	03/12/20	2,086.00	168.00
	01	1/20 MISC STRMWTR PROJECTS	11005055850						168.00
	3509.075-10			02/21/20		21059	03/12/20	2,086.00	56.00
	01	1/20 2019 WATERMAIN REPLCMNT	08005055880						56.00
	3509.078-1			02/26/20		21059	03/12/20	2,086.00	792.00
	01	1/20 SKOKIE VALLEY TRAIL ENGNR	25005055851						792.00
								VENDOR TOTAL:	2,086.00
GILMOUR	STEVE GILMOUR								
	P/D SUPER CLASS II			03/06/20		21139	03/24/20	74.94	74.94
	01	P/D SUPERVISOR CLASS-PART 2	01035035245						74.94
	P/D SUPERVISOR CLASS			03/09/20		21060	03/12/20	82.20	82.20
	01	REIMBRSMNT-P/D SUPERVISOR CLAS	01035035245						82.20

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VENDOR TOTAL:									157.14
GOVTEMPS	GOVTEMPSUSA	LLC							
	2984699	01 PLUMB INSP SVC-WK OF 2/23-3/1	01025035485	03/05/20		21061	03/12/20	665.00	665.00 665.00
	2993963	01 PLUMB INSP SVC-WK OF 3/8&3/15	01025035485	03/19/20		21140	03/24/20	420.00	420.00 420.00
VENDOR TOTAL:									1,085.00
HARRIS	HARRIS COMPUTER CORP								
	XT00007164	01 2/20 UB ONLINE PYMTS	08005035208	02/28/20		21062	03/12/20	81.32	81.32 81.32
VENDOR TOTAL:									81.32
HASTINGS	HASTINGS AIR-ENERGY CNTRL, INC								
	I82449	01 A29/S29 REPLCMNT PARTS-EXHAUST	01055035410	03/12/20		21141	03/24/20	1,316.41	1,316.41 1,316.41
VENDOR TOTAL:									1,316.41
HEALTH	HEALTH INSPECTION								
	365	01 10-12/19 SANITARIAN SVCS	01025035485	01/01/20		21063	03/12/20	3,750.00	3,750.00 3,750.00
VENDOR TOTAL:									3,750.00
HMO	HMO ILLINOIS								
	276667	01 3/20 HEALTH INS PREMIUM	01002052419	03/03/20		21064	03/12/20	272.67	272.67 272.67
VENDOR TOTAL:									272.67
IDENTI-K	IDENTI-KIT SOLUTIONS								
	106824	01 SOFTWARE LICENSING	01035035260	03/01/20		21065	03/12/20	408.00	408.00 408.00
VENDOR TOTAL:									408.00
IDENTIFI	IDENTIFIX								
	381984-20B	01 5-8/20 ONLINE DIAGNOSTIC SVC	01035045605	03/06/20		21066	03/12/20	357.00	357.00 119.00 119.00 119.00
		02 5-8/20 ONLINE DIAGNOSTIC SVC	01025045605						
		03 5-8/20 ONLINE DIAGNOSTIC SVC	01055045605						

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									VENDOR TOTAL: 357.00
IFSAP	IFSAP-ILLINOIS FIRE SERVICE								
	20/21 DUES K EATON			03/23/20		21142	03/24/20	45.00	45.00
	01 20/21 MEMBERSHIP-K EATON		01045035250						45.00
									VENDOR TOTAL: 45.00
IL FRCHF	IL FIRE CHIEF'S ASSOCIATION								
	2020-532			02/28/20		21067	03/12/20	200.00	200.00
	01 2020 MEMBERSHIP DUES		01045035245						200.00
									VENDOR TOTAL: 200.00
IMAGETEC	IMAGETEC L.P.								
	597491			03/09/20		21068	03/12/20	1,700.03	326.53
	01 2/8-3/7/20 COLOR COPIES		01015035270						326.53
	597892			03/11/20		21068	03/12/20	1,700.03	1,373.50
	01 20/21 V/H COPIER MAINTENANCE		01015035270						1,098.50
	02 20/21 V/H COPIER MAINTENANCE		01025035270						275.00
									VENDOR TOTAL: 1,700.03
J & L	J & L ELECTRONIC SERVICE, INC.								
	1002694			03/23/20		21143	03/24/20	600.00	600.00
	01 4/20 CONTRACT MAINTENANCE		01035035345						600.00
									VENDOR TOTAL: 600.00
JGUNIFOR	J G UNIFORMS, INC								
	69558			03/03/20		21069	03/12/20	440.00	440.00
	01 UNIFORMS		01035045655						440.00
	69801			03/10/20		21144	03/24/20	32.00	32.00
	01 UNIFORMS		01035045655						32.00
									VENDOR TOTAL: 472.00
KTJ,LTD	KLEIN, THORPE & JENKINS, LTD								
	022720			02/27/20		21070	03/12/20	12,631.65	12,631.65
	01 1/20LEGAL RETAINER/EXPENSES		01015035200						12,631.65
									VENDOR TOTAL: 12,631.65

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M&N SUPP	M&N SUPPLY INC								
	3522	01 TOOLS AND SUPPLIES FD	01045055815	02/18/20		21074	03/12/20	765.47	765.47 765.47
VENDOR TOTAL:									765.47
MABAS 3	MABAS DIVISION 3								
	SPRT2012	01 2020 SPRING TRAINING DRILLS	01045035245	03/01/20		21075	03/12/20	1,050.00	1,050.00 1,050.00
VENDOR TOTAL:									1,050.00
MARIANOS	THE KROGER CO								
	036221	01 COW/BOT METTING SUPPLIES	01015045610	02/18/20		21076	03/12/20	12.24	12.24 12.24
VENDOR TOTAL:									12.24
MC2	MC SQUARED ENERGY SERVICES LLC								
	73565-66005 2/20	01 1/29-2/27 LIFT STN	08005035475	02/28/20		21077	03/12/20	11.34	11.34 11.34
VENDOR TOTAL:									11.34
MEADE	MEADE ELECTRIC COMPANY								
	691433	01 2/20 SIGNAL MAINTENANCE	01015035290	02/28/20		21078	03/12/20	140.00	140.00 140.00
VENDOR TOTAL:									140.00
MEDLINE	MEDLINE INDUSTRIES, INC								
	1901813190	01 HAND SANITIZER	01045045715	02/17/20		21079	03/12/20	117.53	117.53 117.53
	1902326420	01 COVID-19 SUPPLIES	01045045717	02/21/20		21149	03/24/20	1,498.73	250.02 250.02
	1903049183	01 RING CUTTER BLADE REPLACEMENTS	01045045725	02/29/20		21149	03/24/20	1,498.73	99.06 99.06
	1903717649	01 COVID-19 SUPPLIES	01045045717	03/06/20		21149	03/24/20	1,498.73	338.59 338.59
	1904506946	01 COVID-19 SUPPLIES-WIPES	01045045717	03/13/20		21149	03/24/20	1,498.73	209.96 209.96

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	1904506948			03/13/20		21149	03/24/20	1,498.73	219.55
	01	COVID-19 SUPPLIES	01045045717						219.55
	1904635367			03/14/20		21149	03/24/20	1,498.73	381.55
	01	COVID-19 SUPPLIES-GLOVES	01045045717						381.55
	8-11/19	SALES TAX		03/11/20		21080	03/12/20	147,410.88	147,410.88
	01	8-11/19 ECON INCENTIVE PYMT	01004214116						147,410.88
							VENDOR TOTAL:		149,027.14
MOTOROLA	MOTOROLA SOLUTIONS INC.								
	4831220200203			03/01/20		21081	03/12/20	904.00	904.00
	01	3/20 STARCOM NETWORK MAINT	01035035385						904.00
							VENDOR TOTAL:		904.00
NAPAAUTO	GENUINE PARTS COMPANY								
	FEB 2020			02/29/20		21082	03/12/20	1,472.74	1,472.74
	01	PARTS/SUPPLIES-VLG VEHICLES	01015045605						152.49
	02	PARTS/SUPPLIES-VLG VEHICLES	01025045605						109.00
	03	PARTS/SUPPLIES-VLG VEHICLES	01035045605						802.02
	04	PARTS/SUPPLIES-VLG VEHICLES	01045045605						170.95
	05	PARTS/SUPPLIES-VLG VEHICLES	01055045605						139.82
	06	PARTS/SUPPLIES-VLG VEHICLES	08005045605						93.22
	07	BLDG MAINT SUPPLIES	01055035410						5.24
							VENDOR TOTAL:		1,472.74
NATIONAL	NATIONAL PEN HOLDINGS, LLC								
	111366899			02/28/20		21150	03/24/20	165.64	165.64
	01	FIRE PREVENTION MATERIALS	01045045730						165.64
							VENDOR TOTAL:		165.64
NATTA	KOLLMORGEN & NATTA, PC								
	2019 RATE INCREASE			12/31/19		21083	03/12/20	1,710.00	170.00
	01	P/D PSYCH SERVICE-RATE INCREAS	01035035235						170.00
	DEC 19			12/31/19		21083	03/12/20	1,710.00	852.50
	01	12/19 P/D PSYCH SERVICE	01035035235						852.50
	JAN 20			01/31/20		21083	03/12/20	1,710.00	687.50
	01	1/20 P/D PSYCH SERVICE	01035035235						687.50

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VENDOR TOTAL:									1,710.00
NEMRT		NORTH EAST MULTI-REGIONAL TRNG							
	271163			03/09/20		21084	03/12/20	125.00	125.00
		01 ALCOHOL BREATH ANALYSIS TRAINI	01035035245						125.00
VENDOR TOTAL:									125.00
NFLDVLG		NORTHFIELD VILLAGE CENTER							
	APR 20			03/02/20		21085	03/12/20	1,386.09	1,386.09
		01 4/20 CONDO ASSESSMENTS	01015035231						1,386.09
		UNIT 103 BALCONY		02/15/20		21086	03/12/20	2,195.00	2,195.00
		01 UNIT 103 BALCONY REPLACEMENT	01015035230						2,195.00
VENDOR TOTAL:									3,581.09
NICOR		NORTHERN ILLINOIS GAS CO							
	33825500003 2/20			02/25/20		21087	03/12/20	476.08	305.36
		01 1/23-2/25 NAT GAS-360 HAPP	01015035300						305.36
	60853400004 2/20			02/25/20		21087	03/12/20	476.08	170.72
		01 1/23-2/25 NAT GAS-PUMP STN	08005045755						170.72
VENDOR TOTAL:									476.08
NIPSTA		NORTHEASTERN IL PUBLIC SAFETY							
	18612435			10/30/19		21088	03/12/20	6,790.00	6,790.00
		01 FIRE ACADEMY TRAINING- 2	07005035245						4,290.00
		02 FIRE ACADEMY TRAINING- 2	01045035245						2,500.00
VENDOR TOTAL:									6,790.00
NSEBC		NORTH SUBURBAN EMPLOYERS							
	0120M			03/02/20		21089	03/12/20	7,967.16	7,967.16
		01 1/20 HEALTH INS PREMIUM	01002052426						6,539.40
		02 1/20 HEALTH INS PREMIUM	01035025101						1,427.76
VENDOR TOTAL:									7,967.16
NSOMEGA		NORTH SHORE UNIVERSITY HEALTH							
	01373054-022120			02/27/20		21090	03/12/20	202.00	202.00
		01 MEDICAL SCREENING-ROMAG	20005035330						202.00
VENDOR TOTAL:									202.00

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NSTOWING	NORTH SHORE TOWING INC								
	643372			01/22/20		21091	03/12/20	175.00	175.00
	01	CASE 20-806 EXPENSES	01035035440						175.00
									VENDOR TOTAL: 175.00
NWMC	NORTHWEST MUNICIPAL CONFERENCE								
	10636			01/27/20		21092	03/12/20	100.00	100.00
	01	LEGISLATIVE BRUNCH	01015035250						100.00
									VENDOR TOTAL: 100.00
NYSTRAND	MICHAEL NYSTRAND								
	030320			03/03/20		21093	03/12/20	49.11	49.11
	01	ICMA LOAN REIMBRSMNT	01004284199						49.11
									VENDOR TOTAL: 49.11
PBA	PBA, INC.								
	131149			03/12/20		21094	03/12/20	175.00	175.00
	01	VILLAGE LIFE INSURANCE/FLEX DI	01025025100						10.50
	02	VILLAGE LIFE INSURANCE/FLEX DI	01045025100						8.75
	03	VILLAGE LIFE INSURANCE/FLEX DI	08005025100						19.25
	04	VILLAGE LIFE INSURANCE/FLEX DI	01035025100						87.50
	05	VILLAGE LIFE INSURANCE/FLEX DI	01055025100						26.25
	06	VILLAGE LIFE INSURANCE/FLEX DI	01015025100						22.75
									VENDOR TOTAL: 175.00
PC CHECK	PETTY CASH REVOLVING FUND								
	FEB 20			03/03/20		21095	03/12/20	25.00	25.00
	01	PETTY CASH	01004284199						25.00
									VENDOR TOTAL: 25.00
PC DRWR	PETTY CASH REVOLVING FUND								
	FEB 20			03/03/20		21096	03/12/20	206.84	206.84
	01	REPLENISH PETTY CASH	01015035245						24.15
	02	REPLENISH PETTY CASH	01015045799						6.69
	03	REPLENISH PETTY CASH	01035045710						125.00
	04	REPLENISH PETTY CASH	01035035250						21.00
	05	REPLENISH PETTY CASH	01055045799						30.00
									VENDOR TOTAL: 206.84

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RAYNOR	RALPH BRADLEY CORP								
	20-35752			03/05/20		21097	03/12/20	272.49	272.49
	01	REPAIRS TO F/D DOOR OPENER	01055035410						272.49
									VENDOR TOTAL: 272.49
REDCTR	REGIONAL EMERGENCY DISPATCH								
	250-20-04			03/15/20		21151	03/24/20	7,329.00	7,329.00
	01	4/20F/R DISPATCH SERVICE	01045035275						7,329.00
									VENDOR TOTAL: 7,329.00
REFERRAL	RYAN ZIMMERMAN								
	60			02/26/20		21098	03/12/20	180.00	180.00
	01	3/20 WEATHER SERVICE	01055045665						180.00
									VENDOR TOTAL: 180.00
RJNGROUP	RJN GROUP INC								
	31720301			03/06/20		21152	03/24/20	12,055.00	12,055.00
	01	2/20 ENGNRNG-MWRD ITEMS	08005055891						12,055.00
									VENDOR TOTAL: 12,055.00
ROCHESTE	ROCHESTER MIDLAND CORP.								
	INV00175982			03/05/20		21099	03/12/20	605.28	605.28
	01	3-8/20 RESTROOM SERVICE	01055035410						605.28
									VENDOR TOTAL: 605.28
RONDOUT	MICHAEL & WHITNEY DRAEGERT								
	031920			03/19/20		21153	03/24/20	23.50	23.50
	01	A29 SAFETY INSPECTION	01045045605						23.50
	17203			03/03/20		21100	03/12/20	23.50	23.50
	01	1545 SAFETY INSPECTION	01055045605						23.50
									VENDOR TOTAL: 47.00
RUSH	RUSH TRUCK CENTER-GRAYSLAKE								
	3018683911			03/16/20		21154	03/24/20	178.90	178.90
	01	1620 CAB SUSP VALVE	01055045605						107.34
	02	1620 CAB SUSP VALVE	08005045605						71.56
									VENDOR TOTAL: 178.90

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SCHINDLE	SCHINDLER ELEVATOR CORP.								
	8105277083			03/01/20		21101	03/12/20	462.70	244.78
	01	3/20 ELEVATOR MAINTENANCE	01055035410						244.78
	8105287341			03/01/20		21101	03/12/20	462.70	217.92
	01	3/1-5/31/20 ELEVATOR MAINT	01025035410						217.92
								VENDOR TOTAL:	462.70
SHERMAN	SHERMAN MECHANICAL INC								
	J011536			03/03/20		21102	03/12/20	1,818.32	1,542.00
	01	LIEBERT UNIT COMPRESSOR REPLCM	01025035410						1,542.00
	W31245			10/18/19		21102	03/12/20	1,818.32	276.32
	01	P/D SERVICE CALL	01025035495						276.32
								VENDOR TOTAL:	1,818.32
STATE	STATE INDUSTRIAL PRODUCTS CORP								
	901378477			02/17/20		21103	03/12/20	301.54	301.54
	01	CLEANING SUPPLIES	01055045640						301.54
								VENDOR TOTAL:	301.54
SUNRISE	SUNRISE TREE COMPANY INC								
	7449			03/13/20		21155	03/24/20	1,500.00	1,500.00
	01	TREE REMOVAL-840 CAMDEN	01055035336						1,500.00
								VENDOR TOTAL:	1,500.00
SUPER I	SUPERIOR INDUSTRIAL SUPPLY CO								
	147411			02/19/20		21104	03/12/20	717.59	52.05
	01	TRUCK WASH	01055035410						52.05
	147885			03/03/20		21104	03/12/20	717.59	665.54
	01	JANITORIAL SUPPLIES	01055045640						665.54
	147976			03/09/20		21156	03/24/20	154.84	154.84
	01	COVID-19 SUPPLIES-WIPES	01055045640						154.84
								VENDOR TOTAL:	872.43
SYSTEM4C	DIAMOND INDUSTRIES LLC								
	1066			03/01/20		21105	03/12/20	1,600.00	1,600.00
	01	3/20V/H & P/D CLEANING SERVICE	01025035410						1,600.00

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VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									1,600.00
TAPCO	TRAFFIC & PARKING CONTROL CO								
	I648376	01 AMBER STRIPING FOR 1640 BODY	12005055786	09/11/19		21106	03/12/20	189.00	189.00 189.00
VENDOR TOTAL:									189.00
THELEN	THELEN MATERIALS LLC								
	385397	01 MAIN BREAK RESTORATION MAT'LS	08005045740	02/29/20		21107	03/12/20	441.00	441.00 441.00
VENDOR TOTAL:									441.00
THOMPSON	THOMPSON ELEVATOR INSPECTION								
	20-0629	01 ELEV INSPECTN-405 CENTRAL	01025035485	02/18/20		21108	03/12/20	1,963.00	100.00 100.00
	20-0715	01 ANNUAL ELEV INSPECTIONS	01025035485	02/25/20		21108	03/12/20	1,963.00	817.00 817.00
	20-0741	01 ELEV INSPECTN-578 SSR	01025035485	02/27/20		21108	03/12/20	1,963.00	100.00 100.00
	20-0795	01 ANNUAL ELEV INSPECTIONS	01025035485	03/04/20		21108	03/12/20	1,963.00	946.00 946.00
VENDOR TOTAL:									1,963.00
TIG	TELCOM INNOVATIONS GROUP LLC								
	A54885	01 SERVICE CALL	01015035275	03/04/20		21109	03/12/20	373.75	373.75 373.75
	A54977	01 REMOTE SERVICES	01015035275	03/18/20		21157	03/24/20	292.50	97.50 97.50
	A54982	01 REMOTE SERVICES	01015035275	03/19/20		21157	03/24/20	292.50	195.00 195.00
VENDOR TOTAL:									666.25
TODAYS	TODAY'S UNIFORMS, INC								
	183076	01 UNIFORMS	01055045655	12/30/19		21110	03/12/20	2,655.34	135.95 135.95

VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 02/29/2020 TO 03/24/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	183185	01 UNIFORMS	01045045655	01/14/20		21110	03/12/20	2,655.34	125.90 125.90
	184022	01 UNIFORMS	01045045655	02/04/20		21110	03/12/20	2,655.34	65.95 65.95
	184023	01 UNIFORMS	01045045655	02/04/20		21158	03/24/20	1,722.53	94.03 94.03
	184032	01 UNIFORMS	07005045655	02/04/20		21110	03/12/20	2,655.34	628.50 628.50
	184096	01 UNIFORMS	01045045655	02/05/20		21110	03/12/20	2,655.34	323.35 323.35
	184097	01 UNIFORMS	07005045655	02/05/20		21110	03/12/20	2,655.34	606.90 606.90
	184800	01 UNIFORMS	07005045655	02/22/20		21110	03/12/20	2,655.34	566.95 566.95
	184969	01 UNIFORMS	01045045655	02/26/20		21110	03/12/20	2,655.34	45.95 45.95
	185173	01 UNIFORMS	01045045655	03/02/20		21110	03/12/20	2,655.34	95.94 95.94
	185348	01 UNIFORMS	01045045655	03/05/20		21110	03/12/20	2,655.34	59.95 59.95
	185586	01 UNIFORMS	01045045655	03/11/20		21158	03/24/20	1,722.53	86.95 86.95
	185618	01 UNIFORMS	01045045655	03/11/20		21158	03/24/20	1,722.53	91.90 91.90
	185633	01 FIRE BOOTS	01045055835	03/11/20		21158	03/24/20	1,722.53	1,379.85 1,379.85
	185758	01 UNIFORMS	01045045655	03/16/20		21158	03/24/20	1,722.53	69.80 69.80
							VENDOR TOTAL:		4,377.87
TRANSYST	TRANSYSTEMS CORPORATION								
	10-3554109	01 NFLD RD PHASE III ENGNRNG	25005055845	02/28/20		21111	03/12/20	1,743.85	1,743.85 1,743.85

DATE: 04/07/2020
 TIME: 10:55:02
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VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

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FROM 02/29/2020 TO 03/24/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
VENDOR TOTAL:									1,743.85
UNIFIRST	UNIFIRST CORPORATION								
	0611266409			02/12/20		21159	03/24/20	158.56	99.25
	01	2/20 FLOOR MAT CLEANING	01055035410						99.25
	0611273047			03/11/20		21159	03/24/20	158.56	59.31
	01	3/20 FLOOR MAT CLEANING	01055035410						59.31
VENDOR TOTAL:									158.56
VAN NAY	VAN NAY, LLC								
	10106			03/13/20		21160	03/24/20	209.15	209.15
	01	CORROSION COATING FOR FLEET	01035045605						69.71
	02	CORROSION COATING FOR FLEET	01045045605						69.71
	03	CORROSION COATING FOR FLEET	01055045605						41.82
	04	CORROSION COATING FOR FLEET	08005045605						27.91
VENDOR TOTAL:									209.15
VERIZON	VERIZON WIRELESS OPERATIONS								
	9848674443			02/18/20		21112	03/12/20	1,265.48	304.08
	01	1/19-2/18 SCADA SERVICE	08005045755						304.08
	9849008126			02/23/20		21112	03/12/20	1,265.48	961.40
	01	1/24-2/23/20 CELLULAR SERVICE	01015035295						249.25
	02	1/24-2/23/20 CELLULAR SERVICE	01025035295						93.82
	03	1/24-2/23/20 CELLULAR SERVICE	01035035295						188.24
	04	1/24-2/23/20 CELLULAR SERVICE	01045035295						100.98
	05	1/24-2/23/20 CELLULAR SERVICE	01055035295						74.53
	06	1/24-2/23/20 CELLULAR SERVICE	08005035295						74.53
	07	1/24-2/23/20 CELLULAR SERVICE	01045035275						180.05
VENDOR TOTAL:									1,265.48
VLG ARLG	VILLAGE of ARLINGTON HEIGHTS								
	77028			03/01/20		21113	03/12/20	219.00	219.00
	01	3/20 PSEBA COVERAGE	01035025101						219.00
VENDOR TOTAL:									219.00
VLG WINN	VILLAGE OF WINNETKA								
	V003200-001	2/20		02/28/20		21114	03/12/20	56,543.96	17,576.21
	01	1/23-2/24 WINN WATER PURCHASE	08005035465						17,576.21

DATE: 04/07/2020
 TIME: 10:55:02
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VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 02/29/2020 TO 03/24/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	V003300-001	2/20							
	01	1/16-2/24 WATER PURCHASE	08005035465	02/28/20		21114	03/12/20	56,543.96	34,777.95 34,777.95
	V003400-001	2/20							
	01	1/23-2/24 WATER PURCHASE	08005035465	02/28/20		21114	03/12/20	56,543.96	4,189.80 4,189.80
								VENDOR TOTAL:	56,543.96
VULCAN	VULCAN MATERIALS COMPANY								
	32219905								
	01	MAIN BREAK RESTORATION MAT'LS	08005045740	02/25/20		21115	03/12/20	565.99	565.99 565.99
								VENDOR TOTAL:	565.99
WATERWAY	WATERWAY GAS AND WASH COMPANY								
	FEB 2020								
	01	2/20 P/D CAR WASHES/DETAILING	01035045605	03/10/20		21161	03/24/20	78.00	78.00 78.00
								VENDOR TOTAL:	78.00
WEISSACE	JOHN W WEISS HARDWARE CO INC								
	148726								
	01	OFFICE SUPPLIES	01055045620	03/02/20		21162	03/24/20	431.14	60.12 60.12
	148825								
	01	V/H BLDG MAINT SUPPLIES	01025035410	03/09/20		21116	03/12/20	23.17	22.97 22.97
	148867								
	01	S29 LADDER REPAIR SUPPIES	01045045605	03/12/20		21162	03/24/20	431.14	25.96 25.96
	148878								
	01	TOOL BRUSH FOR FLEET REPAIRS	08005045605	03/13/20		21162	03/24/20	431.14	9.54 9.54
	148961								
	01	COVID-19 EMS SUPPLIES	01045055815	03/18/20		21162	03/24/20	431.14	335.52 335.52
	MISC PYMT								
	01	PYMT SHORTAGE	01015045799	02/29/20		21116	03/12/20	23.17	0.20 0.20
								VENDOR TOTAL:	454.31
WINTER	WINTER EQUIPMENT CO, INC								
	IV44291								
	01	1630 PLOW CARBIDES	01055045605	02/21/20		21117	03/12/20	433.24	433.24 259.94
	02	1630 PLOW CARBIDES	08005045605						173.30

DATE: 04/07/2020
 TIME: 10:55:02
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VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 02/29/2020 TO 03/24/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	433.24
WUNDERL	WUNDERLICH-MALEC SERVICES INC								
	15030			12/20/19		21118	03/12/20	6,225.00	6,225.00
		01 GC INTERCONNECT PLC REPLCMNT	08005045755						6,225.00
								VENDOR TOTAL:	6,225.00
ZZ SHARP	SHARP CONSTRUCTION GROUP, INC								
	2019-0446 S			12/05/19		21119	03/12/20	3,000.00	3,000.00
		01 RFND STR BND-193 NFLD RD	01002052501						3,000.00
								VENDOR TOTAL:	3,000.00
ZZCANNIN	CANNING & CANNING LLC								
	2019-0466 C			01/16/20		21120	03/12/20	1,400.00	1,000.00
		01 RFND COMPLEBND-2067 NORFORK	01002052501						1,000.00
	2019-0466 E			01/16/20		21120	03/12/20	1,400.00	400.00
		01 ESC RFND-2067 NORFORK	01002052502						400.00
								VENDOR TOTAL:	1,400.00
ZZEDWJAM	EDWARD R JAMES LLC								
	2018-0106			05/17/18		21121	03/12/20	3,000.00	3,000.00
		01 RFND STREET BND-1725 WINNETKA	01002052501						3,000.00
								VENDOR TOTAL:	3,000.00
								TOTAL --- ALL INVOICES:	405,177.31

**VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET**

Meeting Date: <u>April 21, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>Board and Commission Re-Appointments</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Joan Frazier, Village President</u>	<input type="checkbox"/> Information
Department: <u>Village Board of Trustees</u>	<input checked="" type="checkbox"/> Other: Appointments

Details:

Based on their past service record, I would like to make the following re-appointments:

<u>Police Pension Board – Term: 2 years</u>	<u>Term</u>
Donald Whiteman, re-appointment	5-1-20 to 5-1-22
<u>Board of Police Commissioners – Term: 3 Years</u>	<u>Term</u>
G. Kirk Bennett, re-appointment	5-1-20 to 5-1-23

Executive Action:

Following consideration of nominations, I request that the Village Board ratify these re-appointments, by voice vote.

VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: <u>April 21, 2020</u>	<input checked="" type="checkbox"/> Ordinance
Subject: <u>Adoption of the FY2020/21 Village Budget</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Steve Noble, Finance Director</u>	<input type="checkbox"/> Information
Department: <u>Finance</u>	<input type="checkbox"/> Other:

Details:

The Village operates under the Budget Officer System and is required by State law to adopt a Budget Ordinance prior to the start of our May 1, 2020 fiscal year. The proposed FY2020/21 Village Budget represents the input of the Village Board, the public, and staff during the Budget preparation process, including the March 3, 2020 Budget Workshop/Committee of the Whole meeting and the Public Hearing held on March 17, 2020. The only change between the document reviewed at the public hearing and this budget ordinance is a \$4,980 change due to a scrivener’s error.

It should be noted that, given the current COVID-19 state of emergency, revenues and expenses next year may be impacted. Staff will monitor the situation closely and work to make adjustments as more information is available.

The attached ordinance and the FY2020/21 Village Budget satisfy the requirements set forth in the Budget Officer Act. Once approved, staff will compile the Budget document and distribute it to the Board and also make it available to the public through the Village website.

Executive Action:

A motion to approve an ordinance adopting the FY2020/21 Village Budget.

ORDINANCE NO. 20-_____

**AN ORDINANCE ADOPTING THE BUDGET FOR
THE VILLAGE OF NORTHFIELD
FOR ALL CORPORATE PURPOSES, IN LIEU OF AN ANNUAL APPROPRIATION
ORDINANCE, FOR THE 2020-2021 FISCAL YEAR**

WHEREAS, a tentative annual budget for the Village of Northfield, County of Cook, State of Illinois, for the fiscal year ending April 30, 2021, upon which this budget ordinance is based, was heretofore duly prepared and made conveniently available for at least ten days prior to the adoption of this ordinance, all in accordance with the Budget Officer System; and

WHEREAS, the Village Board of the Village of Northfield, pursuant to notice duly published on February 27, 2020 in the *Winnetka Current*, a newspaper published and having a general circulation within the Village of Northfield, held a public hearing on March 17, 2020 at the Village Hall, 361 Happ Road, Northfield, Illinois. The purpose of the hearing was to consider testimony regarding the tentative annual budget in accordance with Section 8-2-9.9 of the Illinois Municipal Code, 65 ILCS 5/8-2-9.9 (formerly Ill. Rev. Stat. ch. 24, § 8-2-9.9); and

WHEREAS, all required or necessary revisions, alterations, increases or decreases in the tentative annual budget have since been made;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF NORTHFIELD, COUNTY OF COOK, STATE OF ILLINOIS AS FOLLOWS:

SECTION ONE: The foregoing recitals are incorporated by this reference and made a part of the findings of the President and Board of Trustees of the Village of Northfield as if fully set forth.

SECTION TWO: The Budget for all corporate purposes of the Village of Northfield, County of Cook, State of Illinois, for the fiscal year commencing on the first day of May 2020 and ending on the thirtieth day of April 2021, as presented to the President and Board of Trustees of the Village of Northfield on April 21, 2020, is incorporated by this reference and is adopted as a part of this ordinance.

SECTION THREE: Pursuant to Section 8-2-9.4 of the Illinois Municipal Code, 65 ILCS 5/8-2-9.4, this ordinance is adopted in lieu of the adoption of an annual appropriation ordinance, and the following amounts set forth the total amount of the appropriations budgeted for in the Budget for the various corporate purposes of the Village of Northfield, County of Cook, State of Illinois:

Corporate Fund	\$ 11,459,620
Motor Fuel Tax Fund	\$ 174,100
Foreign Fire Insurance Fund	\$ 37,500
Water/Sanitary Sewer Fund	\$ 3,711,740
Storm Sewer Improvement Fund	\$ 150,000
Longmeadow Bond & Interest Fund	\$ 131,990
Capital/Equipment Replacement Fund	\$ 1,029,010
2016 GO Bond Debt Service Fund	\$ 177,760
2017 GO Bond Debt Service Fund	\$ 317,560
2019 GO Bond Project Fund	\$ 571,670
2019 GO Bond Debt Service Fund	\$ 119,240
Rolling Ridge SSA Bond Debt Service Fund	\$ 95,290
Police Pension Fund	\$ 1,546,310
TOTAL 2020-21 Municipal Budget	\$ 19,521,790

SECTION FOUR: The Village Clerk is authorized and directed to file a certified copy of this ordinance, together with a full and complete copy of the Budget and the Chief Fiscal Officer's certified estimate of revenues by source, with the County Clerk of Cook County within (thirty) 30 days following the adoption of this ordinance.

SECTION FIVE: That this ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

AYES: _____

NAYS: _____

ABSENT: _____

PASSED AND APPROVED this 21st day of April, 2020 by the President of the Village of Northfield.

Joan Frazier, Village President

ATTESTED and FILED in the office of the Village Clerk this 21st day of April, 2020.

Stacy Alberts Sigman, Village Clerk

PUBLISHED by me in pamphlet form this 22nd day of April, 2020.

Stacy Alberts Sigman, Village Clerk

I, Holly McDonald, Deputy Village Clerk of the Village of Northfield, Cook County, Illinois, do hereby certify that the attached is a true and complete copy of Ordinance 20-_____ adopting the Annual Budget for Fiscal Year 2020-2021 for the Village of Northfield, which was approved and adopted by the President and Board of Trustees of the Village of Northfield, Illinois at a regularly scheduled meeting of the Board on April 21, 2020, at which time a quorum of members was present and voted.

Holly McDonald
Deputy Village Clerk
Village of Northfield

Seal

**VILLAGE OF NORTHFIELD
VILLAGE BOARD MEETING
SUMMARY SHEET**

Meeting Date: <u>April 21, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>2nd State of Emergency Declaration</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Stacy Alberts Sigman, Village Manager</u>	<input type="checkbox"/> Information
Department: <u>Office of the Village Manager</u>	<input checked="" type="checkbox"/> Other:

Details:

At the March 17, 2020 the Village Board of Trustees adopted an ordinance entitled “An Ordinance Amending the Village of Northfield Village Code Authorizing the Village President to Declare a State of Emergency if Needed,” which created Section 2-24.1 of the Village Code” authorizing the Village President to declare a state of emergency in the Village pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6.

President Frazier then, under oath, executed Declaration # 20-1 formally declaring a state of emergency in the Village of Northfield. That emergency declaration expires upon adjournment of the April 21, 2020 Board meeting. However, the states COVID-19 stay-at-home emergency order remains in effect until April 30, 2020 and the emergency needs associated with COVID-19 are likely to continue beyond that date. To ensure the Village is able to provide essential services, address emergency situations, protect the health, safety, and welfare of our residents, the Village President plans to execute a second State of Emergency Declaration (20-2) that would remain in effect until the May 19, 2020 Village Board of Trustees meeting, unless it is able to be rescinded earlier.

Executive Action:

Village Clerk will issue the oath to the Village President who will then execute the 2nd State of Emergency Declaration, effective until May 19, 2020.

DECLARATION NO. 20-2

**DECLARATION OF A STATE OF EMERGENCY IN THE
VILLAGE OF NORTHFIELD, COOK COUNTY, ILLINOIS
(COVID-19 – APRIL 21, 2020)**

WHEREAS, the Village of Northfield (“Village”) is an Illinois home rule unit of local government as provided by Article VII, Section 7 of the Illinois Constitution of 1970; and

WHEREAS, COVID-19, also known as the “coronavirus,” is a dangerous disease which has spread around the world, including in the United States, the State of Illinois and Cook County; and

WHEREAS, COVID-19 is a direct and serious threat to the public’s health, safety and welfare; and

WHEREAS, on March 11, 2020, the World Health Organization declared the COVID-19 virus a pandemic; and

WHEREAS, on March 10, 2020, the President of the Cook County Board of Commissioners issued a disaster proclamation in Cook County, Illinois related to the COVID-19 pandemic; and

WHEREAS, on March 9, 2020, the Governor of the State of Illinois issued a disaster proclamation in the State of Illinois related to the COVID-19 pandemic; and

WHEREAS, on March 13, 2020, the President of the United States declared a nationwide emergency under Section 501(b) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, 52 U.S.C. 5121, *et seq.*, related to the COVID-19 pandemic; and

WHEREAS, on March 17, 2020 the Village President declared a state of emergency for the Village of Northfield pursuant to Village Ordinance #20-1762.

WHEREAS, COVID-19 pandemic is a contagious disease that is likely to cause loss of life, loss of productivity, hardship and suffering to persons residing in or doing business in and around the Village; and

WHEREAS, there are currently over 3,000 confirmed cases of COVID-19 and many additional persons under investigation in Illinois; and

WHEREAS, at least one of the confirmed cases of COVID-19 in Illinois has not been linked to any travel activity or to an already-confirmed COVID-19 case, which indicates community transmission in Illinois; and

WHEREAS, based on the foregoing, the circumstances surrounding COVID-19 constitute a public health emergency under Section 4 of the Illinois Emergency Management Agency Act; and

WHEREAS, Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6, provides that the corporate authorities of the Village of Northfield may grant the Village President the extraordinary power and authority to exercise, by executive order during a state of emergency, such of the powers of the Village's corporate authorities as may be reasonably necessary to respond to the emergency; and

WHEREAS, on Tuesday March 17, 2020, the Village President and Board of Trustees adopted an ordinance entitled "An Ordinance Amending the Village of Northfield Village Code Authorizing the Village President to Declare a State of Emergency if Needed," which created Section 2-24.1 of the Village Code" authorizing the Village President to declare a state of emergency in the Village pursuant to Section 11-1-6 of the Illinois Municipal Code, 65 ILCS 5/11-1-6; and

WHEREAS, an extension of the declaration of a state of emergency in the Village is necessary in order to allow the Village to assist in preventing the loss of life and injuries, alleviating damages, loss, hardship and suffering related to the COVID-19 pandemic;

WHEREAS, these conditions provide legal justification for the extension of the March 17, 2020 declaration of a state of emergency pursuant to 65 ILCS 5/11-1-6 and the emergency powers of the Village President pursuant to Section 2-24.1 of the Code of Ordinance of the Village of Northfield;

NOW, THEREFORE, BE IT DECLARED, under oath by the Village President of the Village of Northfield, Cook County, Illinois:

SECTION 1: Incorporation. That the recitals above shall be and are incorporated in this Section 1 as though fully restated.

SECTION 2: Extension of the Declaration of a State of Emergency. That the state of emergency pursuant to Illinois law previously declared in the Village of Northfield, Cook County, Illinois is hereby extended.

SECTION 3: Executive Orders. That the Village President is authorized to exercise and will exercise, by executive order, such powers of the Board of Trustees as the Village President deems reasonably necessary to allow the Village to respond to the emergency.

SECTION 4: President's Statement to Residents. I intend to exercise these extraordinary powers judiciously. I am ordering that any changes in established Village protocols or procedures be set forth on the Village website as soon as such changes are in place. This may involve changes in meeting times, changes in the publicizing of meetings, access by residents to necessary supplies, purchases of supplies by the

Village, execution of contracts necessary to keep the Village viable, use of Village first responders and emergency services and other matters necessary to protect the health, safety and welfare of our residents.

SECTION 5: Procedures, Protocols and Regulations Subject to Suspension.

The Village Manager shall present requests to the Village President for approval of executive orders described in Section 3 above. Executive orders may address any Village regulations reasonably necessary to allow the Village to respond to the emergency.

SECTION 6: Duration. That the state of emergency declared herein shall expire upon the earlier of (a) the adjournment of the next regular or special meeting of the Village President and Board of Trustees, which is scheduled for May 19, 2020, or (b) withdrawal of this Declaration by the Village President.

SECTION 7: Filing. That this declaration shall be filed with the Village Clerk upon its execution by the Village President.

Joan Frazier, Village President

Subscribed and sworn under oath to before me
this 21th day of April, 2020.

Village Clerk

VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: <u>April 21, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>Board Update</u>	<input type="checkbox"/> Resolution
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Stacy Sigman, Village Manager</u>	<input checked="" type="checkbox"/> Information
Department: <u>Office of the Village Manager</u>	<input type="checkbox"/> Other:

Details:

A. Departmental Updates:

1. Office of the Village Manager
2. Community Development & Building Department
3. Finance Department – **Monthly Report**
4. Fire-Rescue & Public Works Departments
5. Police Department

B. Standing Commission/Committee/Board Summary Notes:

1. None

C. Upcoming Meetings/Events:

April 23	Police Pension Board meeting – Cancelled
April 24	Arbor Day – Cancelled
April 25	Village-wide Cleanup Day – Postponed
May 4	Plan & Zoning Commission meeting – Cancelled
May 6	Zoning Board of Appeals meeting – Cancelled
May 11	Architectural Commission meeting – 7:00 p.m.
May 19	Committee of the Whole meeting – 5:30 p.m.
May 19	Village Board meeting – 7:00 p.m.

Executive Action:

None



Financial Status Report

Period ended February 29, 2020

(Un-Audited)



**Prepared by:
Finance Department**

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Section 1: Executive Summary

Attached please find the preliminary financial results for the period ending February 29, 2020.

General Fund

Year-to-date revenues of \$9.2 million are \$517,237 above the year to date budget. Sales tax and home rule sales tax revenues included in “Intergovernmental Revenues” are \$358,591 (11.7%) over budget due to an Illinois Department of Revenue audit. Under “Licenses & Permits”, building permit related revenues were \$97,507 or 21.9% under budget with \$347,693 in total revenue. Several new projects have been submitted to the Building-Community Development Department which should generate additional fees over the coming months.

Total General Fund expenditures through February are \$9.2 million and are \$109,172 or 1.2% under the year to date budget. Most departments continue to be below their year to date budget.

Water/Sanitary Sewer Fund

Through February, total revenues of \$2.6 million are 4.7% below the year to date budget. The number of gallons of water sold in February was 441,000 gallons or 3.4% less than last February. This brings the year to date gallons sold to 202.5 million gallons or 8.2 million gallons (3.9%) less than the same ten month period last year.

Total year-to-date expenditures of \$2.2 million are \$329,962 or 15.0% below the budget which reflects the unpredictability of scheduling capital projects.

Salaries and Benefits

Salaries and benefits make up 67.5% of the Village’s operating budget. Through February, total salaries including overtime were \$5.6 million or virtually at the year to date budget. Benefits, including insurance, pensions (FICA/Medicare, IMRF, police pension) were \$10,087 or 0.4% below budget.

Investments

Attached is a report of investments for the Village. Currently, the investment portfolio for the Village’s non-pension funds totals \$11.4 million. \$2.5 million is in U.S. Treasuries/Agencies with the remainder is in cash or equivalents in local banks, the State investment pool (Illinois Funds), and the Illinois Metropolitan Investment Fund (IMET). At present, the rate the Village receives on its deposits at Northview Bank is greater than short term and intermediate CD’s and Treasuries. Also attached is a detailed report of the Village’s investments as required in the Village’s Investment Policy. All Village funds are in interest bearing accounts and are collateralized for those amounts above the FDIC insurance limit.

Also attached is a summary report of investments for the Police Pension Fund. Currently, the fund is fully invested with 51% in equities, 44% in fixed income, and 5% in cash. Since May 1, 2019, the net return has been 1.72%. The actuarially assumed rate of return is 6.75% and the portfolio is valued on April 30 of each year.



Section 2: Revenue and Expense Summary by Fund

Purpose

This section provides a summary of current and prior fiscal year revenues and expenditures for the specified period compared to the current fiscal year budget. Revenues and expenditures are reported on a cash basis. Expenditures do not reflect any outstanding encumbrances. Adjustments are required at the end of the fiscal year for audit purposes and are not reflected in the report.

The report includes an icon along the left side to indicate the level of budget variance for that particular revenue or expense grouping. The budget variance levels are as follows:

- Red - Indicates a negative variance of greater than or equal to 5.00% of the year-to-date budget.
- Yellow - Indicates a negative variance of 3.00% to 4.99% of the year-to-date budget.
- Green - Indicates a negative variance of less than 3% of the year-to-date budget, a positive variance of the year-to-date budget, or timing difference not anticipated to result in a year-end variance.



Village of Northfield
Revenue and Expense Summary by Fund
as of February 29, 2020

Account Number	Actual		2019-20 Fiscal Year		
	FY 2018-19	FY 2019-20	YTD	Budget	Annual Budget
	YTD	YTD	Budget	Variance	
General Fund - Revenues					
Property Taxes	2,325,593	2,836,464	2,820,403	16,062	4,389,250
Intergovernmental Revenues	3,396,109	3,975,527	3,415,897	559,630	3,972,920
Utility Taxes	683,611	650,252	661,988	(11,735)	840,000
Other Taxes	361,611	366,606	329,500	37,106	400,000
Charges for Services	412,697	401,823	418,418	(16,595)	530,230
Licenses & Permits	649,380	608,345	718,045	(109,700)	808,800
Fines & Forfeitures	71,148	77,261	103,823	(26,562)	124,500
Grants	820	4,450	833	3,617	1,000
Other Revenues	113,272	102,219	87,993	14,226	90,160
Interest Income	106,613	151,188	100,000	51,188	120,000
Total General Fund Revenues	8,120,854	9,174,138	8,656,901	517,237	11,276,860
General Fund					
Administration Total	965,084	1,063,927	1,077,465	13,538	1,387,900
Community Development Total	679,517	700,027	742,069	42,043	877,480
Police Department Total	4,219,236	4,509,622	4,562,096	52,474	5,369,870
Fire Department Total	1,701,098	1,855,590	1,867,376	11,785	2,206,810
Public Works Total	1,001,754	1,097,297	1,086,628	(10,669)	1,278,110
Total General Fund Expenses	8,566,689	9,226,462	9,335,634	109,172	11,120,170
General Fund Revenues Over/(Under) Expenses					
	(445,835)	(52,325)	(678,733)		156,690
Water/Sanitary Sewer Fund - Revenues					
Charges for Services	2,555,462	2,578,361	2,690,040	(111,679)	3,107,650
Licenses & Permits	40,235	9,050	15,917	(6,867)	19,100
Other Revenues	21,195	19,621	20,833	(1,212)	21,000
Interest Income	15,096	10,204	13,333	(3,130)	16,000
Total Water/San. Sewer Fund Revenues	2,631,988	2,617,236	2,740,123	(122,887)	3,163,750
Water / Sewer Fund					
Salaries	577,736	609,405	630,315	20,910	740,910
Benefits	207,273	208,000	204,473	(3,527)	243,170
Contractual	827,028	838,576	861,875	23,300	1,060,020
Commodities	127,771	105,415	88,817	(16,598)	106,580
Capital	512,315	96,648	402,500	305,852	535,000
Transfers	71,380	105,017	105,017	(0)	126,020
Debt Service	46,953	234,404	234,430	26	234,430
Total Water / Sewer Fund Expenses	2,861,356	2,197,464	2,527,426	329,962	3,046,130
Water/San. Sewer Fund Rev. Over/(Under) Exp.					
	(229,368)	419,772	212,697		117,620



Village of Northfield
Revenue and Expense Summary by Fund
as of February 29, 2020

Account Number	Actual		2019-20 Fiscal Year		
	FY 2018-19	FY 2019-20	YTD	Budget	Annual Budget
	YTD	YTD	Budget	Variance	
Motor Fuel Fund - Revenues					
Intergovernmental. Revenues	117,073	161,985	114,950	47,035	137,940
Interest Income	3,280	3,732	1,250	2,482	1,500
Total Motor Fuel Fund Revenues	120,353	165,718	116,200	49,518	139,440
Motor Fuel Fund					
Capital	6,000	-	29,167	29,167	35,000
Debt Service	136,630	138,060	138,060	-	138,060
Total Motor Fuel Fund Expenses	142,630	138,060	167,227	29,167	173,060
Motor Fuel Fund Revenue Over/(Under) Expenses	(22,277)	27,658	(51,027)		(33,620)
Longmeadow - Revenues					
Property Taxes	84,202	85,662	66,550	19,112	133,100
Interest Income	3,256	3,542	3,583	(41)	4,300
Total Longmeadow Revenues	87,458	89,204	70,133	19,071	137,400
Longmeadow - Expenses					
Debt Service	132,320	133,168	133,200	32	133,200
Total Longmeadow Expenses	132,320	133,168	133,200	32	133,200
Longmeadow Revenues Over/(Under) Expenses	(44,863)	(43,965)	(63,067)		4,200
Foreign Fire Ins. Fund - Revenues					
Other Revenues	27,123	26,692	25,000	1,692	25,000
Interest Income	764	856	583	272	700
Total Foreign Fire Ins. Fund Revenues	27,887	27,548	25,583	1,964	25,700
Foreign Fire Insurance Fund					
Contractual	4,447	4,264	10,000	5,736	12,000
Commodities	14,635	19,059	17,917	(1,143)	21,500
Total Foreign Fire Insurance Fund Expenses	19,082	23,323	27,917	4,593	33,500
Foreign Fire Insurance Fund Revenues Over/(Under) Expenses	8,805	4,225	(2,333)		(7,800)



**Village of Northfield
Revenue and Expense Summary by Fund
as of February 29, 2020**

Account Number	Actual		2019-20 Fiscal Year		
	FY 2018-19	FY 2019-20	YTD	Budget	Annual Budget
	YTD	YTD	Budget	Variance	
Storm Sewer Improvement Fund - Revenues					
Other Revenues	38,376	23,252	30,833	(7,582)	37,000
Interest Income	11,698	4,105	4,167	(62)	5,000
Total Storm Sewer Improvement Fund Revenues	51,386	27,356	35,000	(7,644)	42,000
Storm Sewer Improvement Fund - Expenses					
Capital	21,247	764,597	759,500	(5,097)	785,000
Total Storm Sewer Improvement Fund Expenses	23,168	764,597	759,500	(5,097)	785,000
Storm Sewer Improvement Fund Revenues Over/(Under) Expenses	28,218	(737,241)	(724,500)		(743,000)
2016 Bond Fund Debt Service Revenue					
Property Tax	78,446	82,520	82,520	-	180,000
Interest Income	1,462	1,756	1,917	(160)	2,300
Total 2016 Bond Debt Service Revenue	79,908	84,276	84,437	(160)	182,300
2016 Bond Fund Debt Service Expense					
Contractual	177,968	180,406	180,420	14	180,420
Total 2016 Bond Fund Debt Service Exp.	177,968	180,406	180,420	14	180,420
2016 Bond Fund Debt Service Revenues Over/(Under) Expenses	(98,060)	(96,129)	(95,983)		1,880
2017 GO Bond Fund - Revenues					
Other Revenues	27,260	4,990	8,333	(3,343)	10,000
Total 2017 GO Bond Project Fund Revenues	27,260	4,990	8,333	(3,343)	10,000
2017 GO Bond Project Fund Expenses					
Contractual	47	192	42	(150)	50
Capital	1,670,394	1,123,810	1,377,955	254,145	1,525,860
Total 2017 GO Bond Project Fund Expenses	1,670,440	1,124,001	1,377,997	253,995	1,525,910
2017 GO Bond Fund Revenues Over/(Under) Expenses	(1,643,181)	(1,119,011)	(1,369,663)		(1,515,910)



Village of Northfield
Revenue and Expense Summary by Fund
as of February 29, 2020

Account Number	Actual		2019-20 Fiscal Year		
	FY 2018-19	FY 2019-20	YTD	Budget	Annual Budget
	YTD	YTD	Budget	Variance	
2017 Bond Fund Debt Service Revenue					
Property Tax	322,300	140,815	150,080	(9,265)	318,080
Interest Income	1,888	2,965	1,583	1,382	1,900
Total 2017 Bond Debt Service Revenue	324,188	143,780	151,663	(7,883)	319,980
2017 Bond Fund Debt Service Expense					
Contractual	322,300	318,034	318,080	46	318,080
Total 2017 Bond Fund Debt Service Exp.	322,300	318,034	318,080	46	318,080
2017 Bond Fund Debt Service Revenues Over/(Under) Expenses					
	1,888	(174,254)	(166,417)		1,900
2019 GO Bond Fund - Revenues					
Other Revenues	-	1,400,166	-	1,400,166	-
Total 2019 GO Bond Project Fund Revenues	-	1,400,166	-	1,400,166	-
2019 GO Bond Project Fund Expenses					
Contractual	-	23,000	-	(23,000)	-
Total 2019 GO Bond Project Fund Expenses	-	38,408	-	(38,408)	-
2019 GO Bond Fund Revenues Over/(Under) Expenses					
	-	1,361,759	-		-
Rolling Ridge SSA Project Fund					
Interest Income	4,303	6	-	6	-
Rolling Ridge SSA Project Fund Revenues	4,303	6	-	6	-
Rolling Ridge SSA Project Fund Expenses					
Capital	620,406	3,429	-	(3,429)	-
Transfers	-	30,974	-	(30,974)	-
Total Rolling Ridge SSA Project Fund Exp.	620,406	34,402	-	(34,402)	-
Rolling Ridge SSA Project Fund Revenues Over/(Under) Expenses					
	(616,103)	(34,396)	-		-



**Village of Northfield
Revenue and Expense Summary by Fund
as of February 29, 2020**

Account Number	Actual		2019-20 Fiscal Year		
	FY 2018-19	FY 2019-20	YTD	Budget	Annual Budget
	YTD	YTD	Budget	Variance	
Rolling Ridge SSA Bond Fund Debt Service Revenue					
Transfer In	-	30,974	-	30,974	-
Property Taxes	94,717	52,571	47,645	4,926	95,290
Interest Income	2,222	2,968	1,667	1,301	2,000
Total Rolling Ridge SSA Bond Debt Svc Rev	96,939	86,512	49,312	37,200	97,290
Rolling Ridge Bond Fund Debt Service Expense					
Contractual	87,460	95,289	95,300	11	95,300
Total Rolling Ridge SSA Debt Service Exp.	87,460	95,289	95,300	11	95,300
Rolling Ridge SSA Debt Service Revenues Over/(Under) Expenses					
	9,479	(8,778)	(45,988)		1,990
Capital Equipment & Replacement Fund - Revenues					
Grants	296,591	138,966	-	138,966	-
Other Revenues	30,960	45,134	217,450	(172,316)	262,500
Operating Transfers In	320,253	476,033	476,033	-	571,240
Interest Income	15,453	22,564	25,000	(2,436)	30,000
Total Capital Equipment & Replacement Fund Revenues	674,389	682,697	718,483	(35,786)	863,740
Capital Equipment & Replacement Fund - Expenses					
Capital	948,105	509,919	731,566	221,647	896,430
Total Capital Equipment & Replacement Fund Expenses	948,105	509,919	731,566	221,647	896,430
Capital Equipment & Replacement Revenues Over/(Under) Expenses					
	(273,716)	172,778	(13,083)		(32,690)



**Village of Northfield
Police Pension Detail
as of February 29, 2020**

Account Number	Account Description	Actual		2019-20 Fiscal Year		
		FY 2018-19 YTD	FY 2019-20 YTD	YTD Budget	Budget Variance	Annual Budget
Police Pension Fund Revenues						
20-00-420-4100	VILLAGE CONTRIBUTION/PROPERTY TAX	974,000	1,035,000	1,000,000	35,000	1,201,000
Other Revenues						
20-00-428-4197	EMPLOYEE WITHHOLDING	177,099	184,637	172,500	12,137	207,000
Other Revenues						
		177,099	240,704	172,500	68,204	207,000
Interest Income						
20-00-430-4300	INTEREST INCOME	171,010	169,838	150,000	19,838	180,000
20-00-430-4305	GAIN/LOSS ON INVESTMENTS	21,259	269,449	-	269,449	-
20-00-430-4317	DIVIDENDS - EQUITIES	349,341	280,537	333,333	(52,797)	400,000
20-00-430-4318	DIVIDENDS - GLA DISCIP SMIDCAP	16,028	17,383	19,167	(1,784)	23,000
20-00-430-4337	GAIN/LOSS EQUITIES	(355,795)	(366,849)	-	(366,849)	-
20-00-430-4338	GAIN/LOSS SMIDCAP/LGE CAP	33,071	(126,543)	-	(126,543)	-
Interest Income						
		234,914	243,815	502,500	(258,685)	603,000
Total Police Pension Fund		1,386,013	1,519,519	1,675,000	(155,481)	2,011,000
Police Pension Fund Expenses						
Contractual						
20-00-503-5200	LEGAL SERVICES	6,480	720	5,250	4,530	6,300
20-00-503-5205	AUDIT	3,500	3,790	3,158	(632)	3,790
20-00-503-5240	PROFESSIONAL SERVICES	3,300	6,130	3,917	(2,213)	4,700
20-00-503-5245	SCHOOLS AND SEMINARS	800	995	833	(162)	1,000
20-00-503-5250	MEMBERSHIPS & DUES	795	795	667	(128)	800
20-00-503-5315	RISK MANAGEMENT (IRMA)	5,599	5,652	6,000	348	6,000
20-00-503-5330	HEALTH/FITNESS TESTING	-	-	417	417	500
20-00-503-5505	PENSION PAYMENTS	1,072,902	1,140,627	1,197,667	57,040	1,437,200
20-00-503-5510	BANK CHARGES	2,781	2,866	2,917	51	3,500
20-00-503-5511	COMPLIANCE FEES	3,476	3,748	3,500	(248)	3,500
20-00-503-5512	INVESTMENT MANAGEMENT FEE	34,770	49,005	33,750	(15,255)	45,000
Contractual						
		1,134,403	1,220,249	1,258,075	37,826	1,512,290
Total Police Pension Fund Expenses		1,134,403	1,220,249	1,258,075	37,826	1,512,290



Section 3: Investment Report

Purpose

This report provides a summary of cash and investments for the specified time period. Village funds are maintained in accordance with the Village's Investment Policy which defines the manner in which the Village accounts for and protects cash and investments. Cash and investments are presented by type of investment, by maturity, and by fund.

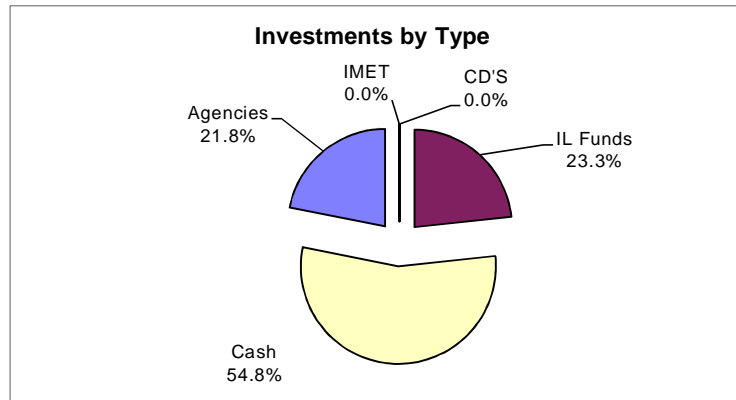
Police Pension funds are governed by an investment policy and managed by an investment advisor selected by the Police Pension Board in accordance with State statutes.



VILLAGE OF NORTHFIELD INVESTMENT SUMMARY

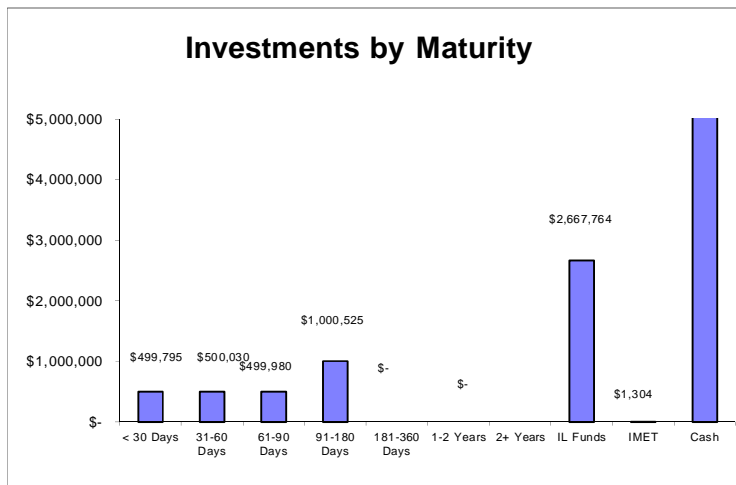
Cash & Investments Totals by Type
February 29, 2020

CD'S	\$	-
IL Funds		2,667,764
Cash		6,279,317
Agencies		2,500,330
IMET		1,304
	\$	<u>11,448,716</u>



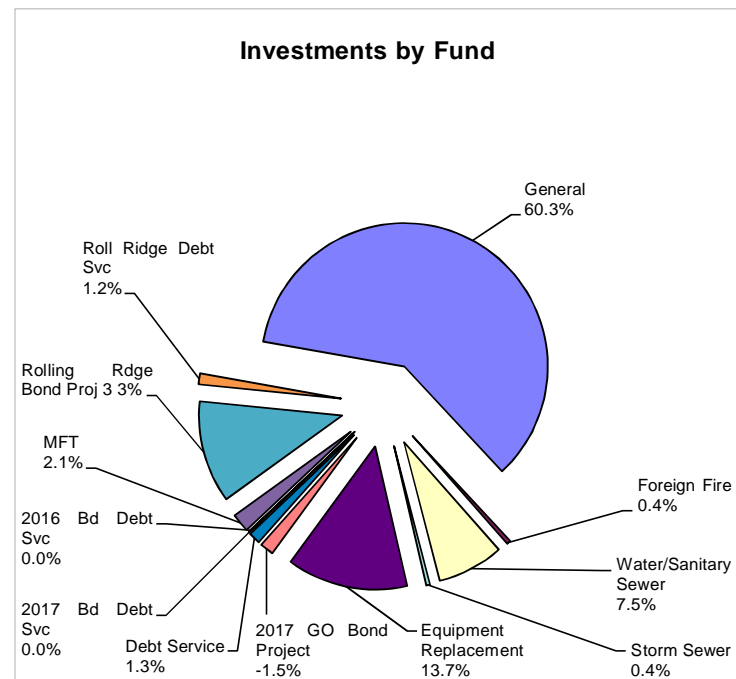
Cash & Investments Totals by Maturity
February 29, 2020

< 30 Days	499,795
31-60 Days	500,030
61-90 Days	499,980
91-180 Days	1,000,525
181-360 Days	-
1-2 Years	-
2+ Years	-
IL Funds	2,667,764
IMET	1,304
Cash	6,279,317
	\$ <u>11,448,716</u>



Cash & Investments Totals by Fund
February 29, 2020

General	\$	7,120,084
Foreign Fire		51,054
Water/Sanitary Sewer		880,216
Storm Sewer		50,492
Equipment Replacement		1,614,850
2017 GO Bond Project		(179,968)
Debt Service		152,685
2017 Bd Debt Svc		4,907
2016 Bd Debt Svc		3,267
MFT		246,897
2019 Bd Debt Svc		1,361,759
Roll Ridge Debt Svc		142,473
	\$	<u>11,448,716</u>
	\$	0.00



Village of Northfield
Schedule of Investments
February 29, 2020

Fund	Institution	Investment Type	Purchase Price	Yield	Purchase Date	Maturity Date	2/29/2020 Balance
General	Illinois Funds	Cash		1.658%			2,459,904
MFT	Illinois Funds	Cash		1.658%			207,860
Multi	Northview Bank	Cash		1.808% (1)			2,808,559
Multi	US Bank	Cash		1.180%			3,470,759
Multi	IMET	Cash		2.030%			1,304
Total Cash							8,948,386
General	US Treasury Bill	Agency	495,800	1.839%	9/26/19	3/12/20	499,795
General	US Treasury Note	Agency	499,180	1.799%	9/26/19	4/15/20	500,030
General	US Treasury Note	Agency	499,043	1.803%	9/26/19	5/15/20	499,980
General	US Treasury Note	Agency	498,926	1.801%	9/26/19	6/15/20	500,175
General	US Treasury Note	Agency	498,809	1.799%	9/26/19	7/15/20	500,350
Total Agencies							2,500,330
Total Investments							11,448,716

(1) Interest rate is .15% plus the current Illinois Funds rate. Interest earned offsets bank expenses.



NORTHFIELD POLICE PENSION FUND
 PORTFOLIO PERFORMANCE
 PREPARED BY: GREAT LAKES

4/14/2020

Month Ending February 29, 2020

CHANGE IN PORTFOLIO VALUE	FIXED INCOME NORT0065	MUTUAL FUNDS - FI NORT0067	LARGE CAP VALUE NORT0063	DE SMID CAP NORT0062	MUTUAL FUNDS - EQ NORT0064	PORTFOLIO TOTAL
BEGINNING MARKET VALUE	\$ 6,480,389	\$ 2,136,657	\$ 1,774,920	\$ 1,579,483	\$ 8,507,286	\$ 20,478,735
NET ADDITIONS	\$ (78)	\$ (42)	\$ (39)	\$ (42)	\$ (91)	\$ (291)
GAINS/LOSSES	\$ 90,948	\$ (22,479)	\$ (154,330)	\$ (141,437)	\$ (589,378)	\$ (816,676)
ENDING MARKET VALUE	\$ 6,571,260	\$ 2,114,136	\$ 1,620,551	\$ 1,438,004	\$ 7,917,816	\$ 19,661,767

PORTFOLIO COMPOSITION & ALLOCATION

SECURITY TYPE	MARKET VALUE (\$)	PERCENTAGE
CASH	\$ 815,557	4%
EQUITY	\$ 10,100,712	51%
FIXED INCOME	\$ 8,745,498	44%
TOTAL PORTFOLIO:	\$ 19,661,767	100%



ASSET CLASS	SINCE APRIL 30, 2019	LATEST THREE			INCEPTION ¹
		MONTHS	YEAR TO DATE	LATEST 1 YEAR	
GLA HOUSEHOLD TOTAL (NET)	1.72%	(2.72%)	(4.49%)	4.85%	6.35%
FIXED INCOME					
FIXED INCOME & RELATED (GROSS)	5.65%	2.52%	1.99%	7.17%	3.06%
EQUITY					
EQUITY & RELATED (GROSS)	(1.14%)	(6.95%)	(9.68%)	3.52%	9.67%

Performance figures are total time-weighted rates of returns. Performance for periods over one year is annualized. Appreciation includes realized and unrealized gains/losses, dividends, interest, and distributions. Index returns, if shown, include dividends and interest. Past performance is not a guarantee of future returns. All performance figures net of fees have been reduced by the actual Great Lakes' management fee charged to the account, and may also include custody or other fees charged directly to the account.

¹INCEPTION: SEPTEMBER 1, 2012

