



There will be no Committee of the Whole meeting

**AGENDA
VILLAGE BOARD MEETING OF THE
BOARD OF TRUSTEES
OF THE
VILLAGE OF NORTHFIELD
TUESDAY, MAY 19, 2020 – 7:00 P.M.**

Due to the COVID-19 crisis, the Village Board meeting will be held remotely via a Zoom webinar. Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81850500697?pwd=SnNRalpkRjlfFNFamZ5N2NCR1BtZz09>

- Webinar ID: 818 5050 0697

- Password: 650106

Or iPhone one-tap :

US: +13126266799,,81850500697#,,1#,650106#

Or Telephone:

Dial: +1 312 626 6799

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 May 19**. 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 April 21, 2020 Village Board meeting.

2. Approve the Bills and Disbursements from March 25, 2020 to April 29, 2020:

General Fund	\$170,228.11
Foreign Fire Ins. Tax Fund	1,608.91
Water and Sanitary Sewer Fund	105,131.77
Capital & Equipment Fund	925.99
2019 Bond Project Fund	<u>38,131.27</u>
TOTAL	<u>\$ 316,026.05</u>

3. Approve a resolution appointing Kyle Cratty as Treasurer for the remainder of 2020.

II. Action Items:

4. Consideration of an amendment to the contract with Lauterbach & Amen for finance department services.
5. Execution of a 3rd State of Emergency Declaration, due to COVID-19, in the Village of Northfield until June 16, 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. Architectural Commission – May 11, 2020

Upcoming Meetings/Events:

May 25	Memorial Day - Village Hall Closed
June 1	Plan & Zoning Commission meeting – 7:00 p.m.
June 3	Zoning Board of Appeals Commission meeting – Cancelled
June 8	Architectural Commission meeting – 7:00 p.m.
June 16	Committee of the Whole meeting – 5:30 p.m.
June 16	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>May 19, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>April 21, 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, April 21, 2020 Village Board meeting.

Executive Action:

A motion to approve the Report of Proceedings from the April 21, 2020 Village Board meeting.

**DRAFT REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, APRIL 21, 2020 - 7:00 p.m.**

As provided for by public notice, the meeting of the Board of Trustees of the Village of Northfield was held remotely due to the COVID-19 crisis. The Regular Board meeting began at 7:00 p.m. on Tuesday, April 21, 2020. The meeting was called to order by President Joan Frazier. The Village Clerk took the roll call.

PRESENT:	President	Joan Frazier
	Trustees	Thomas Terrill Charles Orth Todd Fowler John Goodwin Greg Lungmus Tom Whittaker

ABSENT:

ALSO PRESENT:	Attorney Everette M. Hill Dave Woodyat Chaya Rubinstein
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I. Consent Agenda Items: Village President

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 Whiteman

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

President Frazier thanked Mr. Whiteman and Mr. Bennett for donating their time to the Village. Don Whiteman was Village President and Kirk Bennett was head of Plan & Zoning for many years. She thanked them for agreeing to continue to serve the community.

Trustee Terrill made a motion, seconded by Trustee Whittaker, to approve Consent Agenda items 1 through 3.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 3 was approved.

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

CONSIDERATION OF AN ORDINANCE ADOPTING THE FY2020/21 VILLAGE BUDGET

Trustee Orth made a motion, seconded by Trustee Terrill, to approve an ordinance adopting the FY2020/21 Village Budget.

Finance Director Steve Noble indicated that the ordinance before the Board is an estimate of Village revenues and sets the Village spending limits for

in all Village funds for the fiscal year beginning May 1, 2020. The budget was distributed to the Board and community in late February. The Board held a budget workshop on March 3, 2020 and a public hearing on March 17, 2020. Due to COVID-19, much has changed since the budget was developed. Obviously, the COVID-19 emergency will impact our revenues and expenses and staff will have to monitor the situation closely and will likely have to make adjustments once more detailed information is available. The ordinance satisfies the Village's statutory requirement and it will be filed with the Cook County Clerk upon its passage.

Village Manager Stacy Sigman said that Kyle Cratty will be the Village's new Finance Director. He starts with Lauterbach & Amen on May 1st and will spend his first day at the Village on May 4th. President Frazier said that Director Noble's departure is impeccably timed as she believes next year will be challenging financially.

President Frazier requested a roll call vote to approve an ordinance adopting the FY2020/21 Village Budget.

AYES: Terrill
Orth
Fowler
Goodwin
Lungmus
Whittaker

NAYS: 0

ABSTAIN: 0

ABSENT: 0

CONSIDERATION OF THE EXECUTION OF A STATE OF EMERGENCY DECLARATION, DUE TO COVID-19 IN THE VILLAGE OF NORTHFIELD UNTIL MAY 19, 2020

President Frazier said the situation has not changed since the April Board meeting and the Village is still dealing with the COVID-19 crisis. Over the past month, there were a few times when she exercised her emergency authority. VM Sigman has updated the Board on these as part of her daily update. Examples include easing some of the rules on liquor for curbside pickups. The liquor hours were amended for Mariano's and allowed them to sell when seniors are shopping. She eased the regulations on temporary signage put a hold on shutting off water due to no payment while the pandemic is still active. She indicated she appreciated the authority to help things run more smoothly

Village Clerk Sigman read the oath: President Frazier, do you solemnly 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 said "I do."

PUBLIC COMMENT

Dave Woodyat asked if Saturday's Village cleanup day was still planned. VM Sigman indicated that Waste Management temporarily postponed that. Once the crisis has passed they will reschedule it and will likely be in the fall. Notice has been posted on the website and staff will put out additional information.

Chaya Rubenstein, 315 Linder Avenue, said she wrote a letter about face masks. She then read the letter: "Dear President Frazier and Village of Northfield Officials and Village Board of Trustees. Given the dangers that the rats spread the coronavirus, I would like to request that the Village of Northfield, joining with the towns, Village of Skokie, Glenview, Cicero, Highland Park, Wilmette, Niles, Northbrook, Evanston, Oak Lawn, and Oak Park; propose and vote to mandate the wearing of masks in all Northfield public places, including outdoors. I, and others, have been finding grocery shopping, and there is a two week delay at some stores for curbside pickup, one being at Mariano's, to be an unpleasant and perhaps hazardous activity. My husband and I went during the designated "senior and medically vulnerable" morning hours. All

seniors we saw were not only wearing masks, but gloves. Mariano's who usually has cart sanitizers was out of them. However, other young shoppers, and I am not referring to people in their teens and 20's, these were people in their 40's and 50's and we had to assume they were there due to being in the "medically vulnerable" category. If so, not only were they putting the seniors at risk, but most definitely themselves. Additionally, although Mariano's has done a great job in marking line distances, people there (most likely due to habit and not pernicious behavior) ignored this and started to load items on the conveyor belt. I politely reminded one such customer to "step back" and she obliged but she wasn't wearing a mask either. The Stay and Home Order has worked well. We are so fortunate in that Northfield is small enough and has plenty of room for people to walk outside or bike, keeping in compliance with social distancing. However, when we have to be in a grocery store, buying gas, not so much these days, or in a hardware store erring on the side of caution, wearing masks is best. That having been said, too, it's no longer a question of mask scarcity, it is so easy to make a cloth mask without being able to sew. In fact, due to a lack of cart sanitizer I observed, it would be nice to go one step further and mandate gloves for all shopping excursions (although these are more difficult to get, but people can wear their winter gloves and then you just wash them in the machine). Northfield could be a first here. In any event, please consider this request (and I am sure there have been others). From speaking to people, I am fairly certain the number of seniors I know and other people, will go shopping in those suburbs where mask-wearing has been mandated. Thank you for serving the people of the Village of Northfield and thank you for your time and consideration and may you and your family stay healthy and safe."

President Frazier said she thinks about this every day because it is difficult. There is a pandemic and she doesn't make decisions lightly. She gave this one a lot of thought. She feels that compelling people to wear a face mask is pretty intrusive and she is hesitant, as a minor governmental official, to take that step. The majority of local municipalities have not issued such an order. She has a lot of respect for our Governor and the State Public Health Department. They have careful and scientifically based decisions and she has followed their lead. She could go even further and ban curbside deliveries, in store shopping, and the like and then people would be even safer, but it's a balancing act. So far, she doesn't feel compelled to impose more stringent mandates than those issued by the Governor. She is quite sure that he is coming closer to ordering people to wear face masks while engaging in essential activities and Northfield will follow. She believes that 95% of the people in town are following the CDC guidelines. She encourages people each and every week in her Monday update to do so. She talked with Mariano's about wearing face masks and they voluntarily agreed to require that their

employees to do so. Melissa DeFeo received a call from an angry woman who said she went there today and they didn't have the masks on. Ms. DeFeo contacted a Kroeger employee who is in charge of these things who said they are required to wear face masks. President Frazier then went over to Mariano's herself and she saw that they are all now wearing face masks. Mariano's is doing a lot to help. The communities that have been mandating face masks have not been enforcing that. Even if she issued the order, we would still have the same number of people that don't comply. She feels that most people are responsible and are following the guidelines and that our local stores are doing their best to follow the CDC and State guidelines. At this point she doesn't feel compelled to go further than that.

Department Updates

Administration

VM Sigman reported as follows:

The COVID situation is keeping our teams very busy. All of the major functions of the Village continue to fully operate. Our buildings remain closed to the public and are being staffed primarily from home. Everyone is operational and most important, our life safety teams are here and have done an amazing job keeping up with all the calls for service. The Village's first priority is making sure residents and our team members are safe.

She spoke with Kyle Cratty who will be our new Finance Director and he will be starting with Lauterbach & Amen on May 1st and then he will be reporting in to Northfield on May 4th. We are still working on how to transition him due to the current crisis.

Community Development Department & Building Department

Director Gutierrez reported as follows:

The Architectural Commission will be meeting on May 11th to review a proposed sport court at 24 Meadowview Drive. This will entail a 40 x 70 foot volleyball court which we consider a sport court due to its size and the potential for its use with groups of adults versus something that the kids might play around in. Using a zoom video conferencing platform is being considered for that meeting. In order for us to be able to show the plan, this platform would be needed. Staff is excited about this.

Wintrust Bank should be starting their footings and foundation this week or next. Staff has also been keeping in touch with the business community and is coordinating information on state, county and private foundation loan and grant programs. A lot of information has been

posted and we regularly send out emails to our businesses. Overall, businesses that he has heard back from are holding their own and are cautiously optimistic that they will weather this storm. We are impressed with their fortitude and their creative ways of going about their business in this environment.

An application was received today for a parking variation for a 2 story office building that is currently vacant but a medical use is looking at half of the building and renting out the other half. The building is located at Ash and Frontage Road. They have decided to keep the medical portion of the building under 5,000 square feet and so it will not require a special use. They will need a parking variation.

The owner of 470 Valleyway is requesting an extension of their special use deadline. They received a special use for an oversize garage in 2019. The deadline for the one year issuance of a permit is coming due and they would like an extension, due to the fact that the owner has run into some financial changes from the crisis. President Frazier has agreed to review that under her emergency authority.

Remotely working from home has gone well for his department. They are almost paperless except for the old files. They have the processing of paperless permits down pretty well. In March, the level of permits was about the same as it was in March, 2019.

Trustee Orth asked Director Gutierrez the status of Heritage Trail Mall. Director Gutierrez said the last time he spoke with the owner, she planned on moving forward.

Trustee Whittaker said he drove past Wintrust and said it looked like they were making significant progress. All the gravel is down and compacted. He talked to a couple of business owners who said that Director Gutierrez has been fantastic in reaching out to the business community and they are very grateful for that. President Frazier also thanked Director Gutierrez with all the information from the feds, state and county on the grants. He has organized all the information and is passing it on to the businesses. She appreciates all the work he has done on that.

Finance Department

Finance Director Noble reported as follows:

The Finance Department continues to perform its essential functions despite everyone working remotely. They have been able to keep up with payroll, paying the vendors, water billing and bringing in cash receipts. As mentioned, there has been a lot of building permit activity in just the past couple of days and making payments online has worked well. Working remotely, they have taken the opportunity in the Finance Department to streamline some of their

operations. They are hoping that some of the things they have done will be carried forward once we're back in the office. They have been able to eliminate some unnecessary steps.

The packets contain the financial reports for February 29th which seems like ancient history at this point because so much has changed. As of February 29th, things were proceeding as planned. We haven't received any information yet from the state or payments from the state that would reflect a COVID-19 experience. He received sales tax information in April, but that was for January sales. It will be a couple of months before we can see and measure the impacts of this emergency.

Trustee Whittaker echoed Director Noble's sentiment on the permit process because he has been dealing with it for tree removal and it has been seamless in accommodating different avenues for communicating back and forth. What the Village has done has made it convenient for the community to do things to carry on with projects that need to be done.

Fire-Rescue & Public Works Departments

Chief Mike Nystrand reported as follows:

They have responded to 86 calls for service since the last meeting. On March 20th, they responded with a squad and himself to respond to a fire in downtown Winnetka. On March 26th, squad responded to a house fire in Evanston. Even though the COVID-19 pandemic is occurring all the normal things they deal with are still going on. They continue to work with MABAS Division 3 and MABAS Illinois for all kinds of COVID response issues as well as supplies. They are currently in good shape with the personal protective equipment (PPE) with gloves and N95 surgical masks, but are running low on gowns. Statewide, there are 129 firefighter paramedics in quarantine as of yesterday. 381 firefighter paramedics have been cleared by testing and/or quarantine completed. There were 151 positive COVID-19 cases since March 17th. Two of those people passed away in Chicago. There have been 510 firefighters infected since March 17th. 23 department are currently infected and 107 departments throughout the State of Illinois have been infected by the pandemic since March 17th.

Public Works Director Mike Nystrand reported as follows:

They have installed flags in town. There were a couple of sewer backups that the crew rodded and repaired. There was a water main break and some pre-salting and spraying of the streets prior to a couple of snow events. The Public Works employees have been a big asset in assisting the fire department in picking up COVID items such as the N95 masks. Northfield was the station that all the other departments in the Division came to pick up all their N95's once they were finally released. Practicing appropriate social distancing and PPE guidelines Public

Works will start restoration of all water main break repair areas, cutting grass and general landscaping activities.

Trustee Whittaker commented that he has run into some firefighters from the surrounding communities and they are very impressed with how prepared the Village of Northfield is. They are envious of how well protected the members of the Northfield Fire Rescue. He thanked Chief Nystrand and the Fire Department as well as the Public Works Department. Chief Nystrand said he appreciated that and noted that VM Sigman had mentioned in one of her updates was that Medline has been a great resource for them.

President Frazier thanked Chief Nystrand and all the guys for being so courageous for being on the front lines and transporting patients, because you don't know what you're going into when you go into people's homes. She speaks for everyone that we all appreciate your work.

Police Department

Chief Lustig reported as follows:

For about a month, he has been watching the traffic culture on Willow Road. There were people drag racing down Willow Road so the officers are monitoring Willow as well as the side streets. Crime started an uptick and there was a Porsche stolen on North Happ and three car burglaries. They are back hitting all the villages. They are monitoring the house burglaries as well as the gas station burglaries which are also on the uptick.

Stepan has made donations of PPE's which has been wonderful. They have made hand sanitizers and Northfield was able to share that with five other villages. Residents have been donating masks to the police and fire departments and to other residents. They have been very lucky internally and continue to monitor COVID-19. The building and the squad cars have been sanitized twice within the past month.

Trustee Orth said the presence the police have on Willow Road from Lagoon to the west end of the border makes a difference. He noticed that speeding cars will slow down when they see a squad or drone. They are happy to see the job that the police force is doing during these tough times.

Trustee Whittaker thanked Chief Lustig for showing up to his son's birthday which was posted on Facebook which had almost 560 views and positive comments for the police department.

President Frazier also thanked Chief Lustig for all the work he is doing in dealing with the public on a daily basis because his people don't know about dangers they might have to face with COVID-19.

ADJOURNMENT

There being no other business or issues to come before the Board, Trustee Orth made a motion, seconded by Trustee Whittaker 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 7:40 p.m.

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

Meeting Date: <u>May 19, 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 March 25, 2020 to April 29, 2020:

General Fund	\$170,228.11
Foreign Fire Ins. Tax Fund	1,608.91
Water and Sanitary Sewer Fund	105,131.77
Capital & Equipment Fund	925.99
2019 Bond Project Fund	<u>38,131.27</u>
Grand Total	<u>\$ 316,026.05</u>

Executive Action:

A motion to approve the Bills & Disbursements from March 25, 2020 to April 29, 2020 in the amount of \$316,026.05.

DATE: 05/06/2020
 TIME: 10:33:00
 ID: AP450000.WOW

VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 03/25/2020 TO 04/29/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AASERV	AA SERVICE COMPANY								
	271773	01 HVAC LOCKOUT-PW OFFICES	01055035410	02/19/20		21163	04/16/20	550.00	550.00 550.00
VENDOR TOTAL:									550.00
ADT RED	THE ADT SECURITY CORPORATION								
	440136	01 QTRLY MAINT CONTRACT	01035035345	04/01/20		21164	04/16/20	1,200.00	1,200.00 1,200.00
VENDOR TOTAL:									1,200.00
ALLSTATE	ALLSTATE SANDBLASTING &								
	26609	01 BLDG LADDER RAILING & MOUNTS	01055035410	03/19/20		21165	04/16/20	320.00	320.00 320.00
VENDOR TOTAL:									320.00
AMAZON	AMAZON CAPITAL SERVICES, INC								
	13DY-C4FK-46HL	01 COMPUTER PARTS	01055055800	03/24/20		21166	04/16/20	893.63	92.64 92.64
	1W7G-JT4K-6QJ7	01 SURFACE PRO 7	12005055780	03/17/20		21166	04/16/20	893.63	800.99 800.99
VENDOR TOTAL:									893.63
AMER GAS	AMERICAN GASES CORP								
	151134	01 WELDING TANKS FLEET SUPPLIES	01035045605	03/31/20		21167	04/16/20	369.60	369.60 92.40 92.40 92.40 92.40
VENDOR TOTAL:									369.60
AVALON	AVALON PETROLEUM COMPANY								
	022637	01 DIESEL FUEL FOR VLG VEHICLES	01055045600	03/17/20		21168	04/16/20	2,623.71	909.21 472.79 227.30 209.12
	566871	01 GASOLINE FOR VILLAGE VEHICLES	08005045600	04/09/20		21243	04/29/20	1,224.00	1,224.00 48.96 36.72 48.96 61.20

DATE: 05/06/2020
 TIME: 10:33:00
 ID: AP450000.WOW

VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 03/25/2020 TO 04/29/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
	566871			04/09/20		21243	04/29/20	1,224.00	1,224.00
		05 GASOLINE FOR VILLAGE VEHICLES	01015045600						73.44
		06 GASOLINE FOR VILLAGE VEHICLES	01035045600						954.72
	567331			03/17/20		21168	04/16/20	2,623.71	1,714.50
		01 GASOLINE FOR VILLAGE VEHICLES	08005045600						68.58
		02 GASOLINE FOR VILLAGE VEHICLES	01055045600						51.43
		03 GASOLINE FOR VILLAGE VEHICLES	01025045600						68.58
		04 GASOLINE FOR VILLAGE VEHICLES	01045045600						85.72
		05 GASOLINE FOR VILLAGE VEHICLES	01015045600						102.87
		06 GASOLINE FOR VILLAGE VEHICLES	01035045600						1,337.32
								VENDOR TOTAL:	3,847.71
BATTERIE	BATTERIES PLUS LLC								
	P25464985			03/24/20		21169	04/16/20	34.95	34.95
		01 THERMOMETER	01095035355						34.95
								VENDOR TOTAL:	34.95
BENISTAR	BENISTAR/UA-6803								
	04012020			04/03/20		21170	04/16/20	1,534.56	1,534.56
		01 4/20 HELATH INS PREMIUMS	01002052422						1,534.56
	05012020			04/14/20		21171	04/16/20	1,534.56	1,534.56
		01 5/20 HEALTH INS PREMIUM	01002052422						1,534.56
								VENDOR TOTAL:	3,069.12
BI-STATE	BI-STATE BUSINESS SOLUTIONS								
	INV89620			04/21/20		21244	04/29/20	222.90	222.90
		01 POSTAGE MACHINE INK CARTRIDGE	01015045625						222.90
								VENDOR TOTAL:	222.90
BORDEN	IMAGEWORKS MANUFACTURING INC								
	0084881			03/31/20		21172	04/16/20	697.50	697.50
		01 VEHICLE STICKERS-20/21	01015035240						697.50
								VENDOR TOTAL:	697.50
BRAESIDE	THE BRAESIDE GROUP, LTD								
	1073001601	3-4/20		04/01/20		21245	04/29/20	789.56	789.56
		01 MONTHLY CONDO MANAGEMENT3-4/20	01015035230						789.56
								VENDOR TOTAL:	789.56

DATE: 05/06/2020
 TIME: 10:33:00
 ID: AP450000.WOW

VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 03/25/2020 TO 04/29/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
COMCAST	COMCAST								
	87711013000089804/20			03/25/20		21247	04/29/20	159.66	6.31
	01	4/20 V/H CABLE TV SVC	01015045799						6.31
	87711013000146164/20			04/06/20		21247	04/29/20	159.66	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
	8771101300017163 4/20			04/04/20		21177	04/16/20	92.85	92.85
	01	4/20 MONTHLY INTERNET SVC	01055035410						92.85
VENDOR TOTAL:									252.51
COMED	COMMONWEALTH EDISON								
	0024097087 4/20			04/16/20		21248	04/29/20	663.60	26.72
	01	3/18-4/16 GC INTERCONNECT	08005045755						26.72
	2667149048 3-20			04/08/20		21178	04/16/20	1,784.03	1,750.45
	01	3/10-4/8 STREETLIGHTS	01055035355						1,750.45
	3251047018 4/20			04/15/20		21248	04/29/20	663.60	48.41
	01	3/17-4/15 WILLOW/CENTRAL LIGHT	01055035355						48.41
	4091149007 4/20			04/15/20		21248	04/29/20	663.60	78.44
	01	2/17-4/15 WILLOW/HAPP LIGHTS	01055035355						78.44
	4103163000 4/20			04/16/20		21248	04/29/20	663.60	373.65
	01	3/18-4/16 RESERVOIR	08005045755						373.65
	4223012024 3/20			03/27/20		21178	04/16/20	1,784.03	33.58
	01	2/27-3/27 HIBB/LNGMDW LIFT STN	08005035475						33.58
	4283040008 4/20			04/16/20		21248	04/29/20	663.60	33.01
	01	3/18-4/16 MIDDLEFORK LIFT STN	08005035475						33.01
	5443121001 4/20			04/16/20		21248	04/29/20	663.60	60.85
	01	3/18-4/16 CENTRAL/OAK LIGHTS	01055035355						60.85
	7903025013 4/20			04/16/20		21248	04/29/20	663.60	42.52
	01	3/18-4/16 N HAPP LIFT STN	08005035475						42.52
VENDOR TOTAL:									2,447.63

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DEARBORN	DEARBORN DENIM									
		FACE MASKS PYMT #1		04/29/20		21249	04/29/20	9,000.00	9,000.00	
	01	FACE MASKS FOR COVID 19	01095035355						9,000.00	
		FACE MASKS PYMT #2		04/29/20		21250	04/29/20	18,000.00	18,000.00	
	01	FACE MASKS FOR COVID 19	01095035355						18,000.00	
		VENDOR TOTAL:								27,000.00
DELTA-V	DELTA DENTAL OF ILL-VISION									
	1333770			04/09/20		21179	04/16/20	161.01	161.01	
	01	4/20 DELTA DENTAL VISION PREMI	01002052426						161.01	
	1342618			04/29/20		21251	04/29/20	39.18	39.18	
	01	2/20 DELTA DENTAL VISION PREMI	01002052426						39.18	
		VENDOR TOTAL:								200.19
DIGICOM	DIGICOM INC									
	1066			04/24/20		21252	04/29/20	180.00	180.00	
	01	INSTALL NEW DOOR BELL	01095035355						180.00	
		VENDOR TOTAL:								180.00
DINGES	E & B FIRE SAFETY, INC									
	08608			04/13/20		21180	04/16/20	625.00	295.00	
	01	HAND SANITIZER	01095035355						295.00	
	08669			04/14/20		21180	04/16/20	625.00	330.00	
	01	BOOTS-TURNOUT GEAR	01045055835						330.00	
		VENDOR TOTAL:								625.00
DIRECTRE	DIRECT RESPONSE RESOURCE INC									
	20-NF03			04/08/20		21181	04/16/20	1,525.00	525.00	
	01	3/20 UB OUTSOURCE FEES	08005035260						525.00	
	20-NF03B			04/24/20		21253	04/29/20	460.50	460.50	
	01	UB WINDOW ENVELOPES	08005045620						460.50	
	NF20-1			04/08/20		21181	04/16/20	1,525.00	1,000.00	
	01	UB OUTSOURCE POSTAGE ACCT	08005045625						1,000.00	
		VENDOR TOTAL:								1,985.50

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DOUGLAS	FLEET DISTRIBUTORS INC								
	67475			03/23/20		21254	04/29/20	90.49	90.49
		01 SHOP AIR HOSE	01055035410						79.99
		02 STRAPS FOR PW	01055045605						10.50
									VENDOR TOTAL:
									90.49
FEDEX	FEDERAL EXPRESS								
	6-967-31017			03/25/20		21182	04/16/20	62.36	62.36
		01 3/20 FEDEX DELIVERY CHARGES	01015045625						62.36
									VENDOR TOTAL:
									62.36
FIRESERV	FIRE SERVICE, INC								
	19427			03/20/20		21255	04/29/20	282.26	282.26
		01 S29 SEAT COVER/CUSHION	01045045605						282.26
									VENDOR TOTAL:
									282.26
FIRST	FIRST BANKCARD								
	1613 3/20			04/02/20		21184	04/16/20	2,786.85	322.96
		01 MISC SUPPLIES	01035045799						22.50
		02 MISC SUPPLIES-AIR FILTERS/PPE	01095035355						300.46
	5475 3/20			04/02/20		21184	04/16/20	2,786.85	167.59
		01 AMAZON	01015045799						37.07
		02 MISC CHARGE	01015045799						1.00
		03 PET TAGS 3/20	01015045799						15.89
		04 KNOWB4	01015035255						113.63
	5907 3/20			04/02/20		21184	04/16/20	2,786.85	166.57
		01 FILTERS FOR V/H REFRIGERATOR	01025035410						134.75
		02 PHONE ACCESSORY	01025035295						31.82
	5923 3/20			04/02/20		21184	04/16/20	2,786.85	303.47
		02 PHONE SECURITY APP	01015035275						31.86
		03 GASOLINE FOR VLG VEHICLE	01015045600						61.98
		04 CAR WASH-DETAIL	01015045605						18.00
		05 MEETING EXPENSES	01015045610						191.63
	6275 3/20			04/02/20		21184	04/16/20	2,786.85	862.93
		01 VLG HALL SUPPLIES	01015045799						65.52
		02 FF II HAZMAT TRAINING MAT'LS	01045045705						195.21
		03 COVID-19 SUPPLIES-COVERALLS	01095035355						267.20
		04 KRASNY RETIREMENT GIFT	07005045799						335.00

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	6531 3/20			04/02/20		21184	04/16/20	2,786.85	963.33
		01 FD GEAR	01045055835						102.93
		02 COVID19 SUPPLIES-FIRST AID/MSC	01095035355						329.02
		03 REPLACEMENT CLOCKS	07005035446						137.79
		04 FR TOOLS	07005045799						393.59
								VENDOR TOTAL:	2,786.85
FOXVALLE	FOX VALLEY FIRE & SAFETY								
	IN00340121			03/04/20		21185	04/16/20	222.00	222.00
		01 VALVE REPAIR-SENIOR CENTER	08005045799						222.00
								VENDOR TOTAL:	222.00
GARVEY'S	GARVEY'S OFFICE PRODUCTS								
	PIN1882771			03/03/20		21186	04/16/20	1,576.57	140.15
		01 OFFICE SUPPLIES	01015045620						10.28
		02 BUILDING SUPPLIES	01025035410						129.87
	PINV1883607			03/04/20		21186	04/16/20	1,576.57	30.68
		01 OFFICE SUPPLIES	01035045620						30.68
	PINV1884788			03/05/20		21186	04/16/20	1,576.57	39.04
		01 OFFICE SUPPLIES	01035045620						39.04
	PINV1885497			03/06/20		21186	04/16/20	1,576.57	6.33
		01 OFFICE SUPPLIES	01035045620						6.33
	PINV1885610			03/06/20		21186	04/16/20	1,576.57	7.95
		01 OFFICE SUPPLIES	01095035355						7.95
	PINV1889120			03/11/20		21186	04/16/20	1,576.57	33.75
		01 OFFICE SUPPLIES	01035045620						33.75
	PINV1889707			03/12/20		21186	04/16/20	1,576.57	364.44
		01 OFFICE SUPPLIES	01015045620						106.14
		02 BUILDING SUPPLIES	01015045799						258.30
	PINV1889807			03/12/20		21186	04/16/20	1,576.57	28.00
		01 OFFICE SUPPLIES	01035045620						28.00
	PINV1890508			03/13/20		21186	04/16/20	1,576.57	143.49
		01 AIR PURIFIER	01095035355						143.49
	PINV1898400			03/31/20		21186	04/16/20	1,576.57	114.73
		01 OFFICE SUPPLIES	01055045620						114.73

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	PINV1898422			03/31/20		21186	04/16/20	1,576.57	273.14
	01	OFFICE SUPPLIES	01055045620						273.14
	PINV1899255			04/01/20		21186	04/16/20	1,576.57	93.07
	01	OFFICE SUPPLIES	01055045620						93.07
	PINV1899655			04/03/20		21186	04/16/20	1,576.57	74.89
	01	CLEANING SUPPLIES	01095035355						74.89
	PINV1900591			04/07/20		21186	04/16/20	1,576.57	63.60
	01	OFFICE SUPPLIES	01025035410						63.60
	PINV1901117			04/08/20		21186	04/16/20	1,576.57	33.75
	01	OFFICE SUPPLIES	01035045620						33.75
	PINV1902155			04/13/20		21186	04/16/20	1,576.57	129.56
	01	COVID 19 SUPPLIES-TOWELS	01095035355						129.56
	PINV1903860			04/16/20		21256	04/29/20	18.76	18.76
	01	HAND SANITIZER	01095035355						18.76
								VENDOR TOTAL:	1,595.33
GB ELEC	JOSEPH P GUTKANST								
	19027			03/17/20		21187	04/16/20	6,532.52	6,532.52
	01	STR LIGHT CABLE REPAIR-WAUKEGA	01055035355						6,532.52
								VENDOR TOTAL:	6,532.52
GEWALT	GEWALT HAMILTON ASSOC. INC.								
	3509.001-172			03/18/20		21188	04/16/20	3,560.45	1,596.45
	01	2/20 GIS UPDATES	01025035325						1,596.45
	3509.002-125			03/17/20		21188	04/16/20	3,560.45	528.00
	01	2/20 MISC ENGRNG	01025035325						198.00
	02	2/20 MISC ENGRNG	08005035325						330.00
	3509.069-14			03/17/20		21188	04/16/20	3,560.45	732.00
	01	2/20 GIS UPDATES	08005035325						732.00
	3509.079-1			03/17/20		21188	04/16/20	3,560.45	704.00
	01	2/20 TRAFFIC STUDY-190 NFLD RD	01002052505						704.00
								VENDOR TOTAL:	3,560.45

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GLENHOSP	GLENCOE ANIMAL HOSPITAL								
	132176			04/06/20		21189	04/16/20	175.00	175.00
	01	STRAY BOARDING FEES	01035045799						175.00
									VENDOR TOTAL: 175.00
GOVTEMPS	GOVTEMPSUSA LLC								
	3510082			04/16/20		21257	04/29/20	682.50	682.50
	01	PLUMB INSP SVC-WK OF 4/5& 4/12	01025035485						682.50
	3603151			04/02/20		21190	04/16/20	560.00	560.00
	01	PLUMB INSP SVC-WK OF 3/22,3/29	01025035485						560.00
									VENDOR TOTAL: 1,242.50
HARRIS	HARRIS COMPUTER CORP								
	XT00007185			03/30/20		21191	04/16/20	81.29	81.29
	01	3/20 UB INTERNET PYMTS	08005035208						81.29
									VENDOR TOTAL: 81.29
HEALTH	HEALTH INSPECTION								
	382			04/01/20		21192	04/16/20	3,750.00	3,750.00
	01	1-3/20 SANITARIAN SVCS	01025035485						3,750.00
									VENDOR TOTAL: 3,750.00
IAFC	INTL ASSN of FIRE CHIEFS, INC								
	000060736			04/06/20		21193	04/16/20	215.00	215.00
	01	ANNUAL MEMBERSHIP-T BURKE	01045035250						215.00
									VENDOR TOTAL: 215.00
IDCMS	IL DEPT INNOVATION/TECHNOLOGY								
	T2022448			03/16/20		21194	04/16/20	354.16	354.16
	01	CONTRACT MAINTENANCE-2/20	01035035400						354.16
									VENDOR TOTAL: 354.16
IDLEWOOD	IDLEWOOD ELECTRIC SUPPLY INC								
	609749			03/06/20		21195	04/16/20	1,976.84	997.81
	01	ELEC SUPPLIES-WAUKEGAN RD CABL	01055035355						997.81
	609751			03/06/20		21195	04/16/20	1,976.84	189.20
	01	ELEC SUPPLIES-WAUKEGAN RD CABL	01055035355						189.20

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	610118	01 ELEC SUPPLIES-WAUKEGAN RD CABL	01055035355	03/09/20		21195	04/16/20	1,976.84	465.03 465.03
	610394	01 ELEC SUPPLIES-WAUKEGAN RD CABL	01055035355	03/10/20		21195	04/16/20	1,976.84	324.80 324.80
	611288	01 STR LIGHT REPAIR MATERIALS	01055035355	03/12/20		21195	04/16/20	1,976.84	60.97 60.97
	611355	01 FUSE HOLDER RETURN	01055035355	03/12/20		21195	04/16/20	1,976.84	-60.97 -60.97
								VENDOR TOTAL:	1,976.84
JENNINGS	JENNING'S CHEVROLET								
	111793	01 REPAIRS FOR SQUAD 5	01035045605	04/09/20		21196	04/16/20	834.33	257.15 257.15
	111874	01 REPAIRS FOR SQUAD 2	01035045605	04/13/20		21196	04/16/20	834.33	577.18 577.18
	11785	01 #1 BATTERY RELAY	01035045605	04/27/20		21258	04/29/20	58.99	58.99 58.99
								VENDOR TOTAL:	893.32
JGUNIFOR	J G UNIFORMS, INC								
	70759	01 UNIFORM-PATCHES & STRIPES	01035045655	04/17/20		21259	04/29/20	215.00	215.00 215.00
								VENDOR TOTAL:	215.00
KNUDSON	RICHARD KNUDSON								
	MASK BAGS	REIMBRSMNT		04/28/20		21260	04/29/20	59.97	59.97 59.97
	01	REIMBRSMNT FOR MASK BAGS	01095035355						
								VENDOR TOTAL:	59.97
KTJ,LTD	KLEIN, THORPE & JENKINS, LTD								
	032520	01 2/20LEGAL RETAINER/EXPENSES	01015035200	03/25/20		21197	04/16/20	13,956.50	13,956.50 13,956.50
	041620	01 LEGAL RETAINER/EXPENSES-3/20	01015035200	04/16/20		21261	04/29/20	13,463.41	13,463.41 13,463.41

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								VENDOR TOTAL:	27,419.91
LAKECOHO	LAKE COUNTY HOSE AND EQUIPMENT								
	17242			03/24/20		21198	04/16/20	45.20	27.12
		01 1620 DEBRIS TANK NOZZLE TIPS	08005045605						27.12
	172743			03/24/20		21198	04/16/20	45.20	18.08
		01 1620 DEBRIS TANK NOZZLE TIPS	01045045605						18.08
								VENDOR TOTAL:	45.20
LAWSON	LAWSON PRODUCTS, INC.								
	9307524346			04/13/20		21262	04/29/20	544.48	544.48
		01 ROOF RAILING SUPPLIES	01055045605						339.34
		02 SHOP SUPPLIES	01035045605						68.38
		03 SHOP SUPPLIES	01055045605						68.38
		04 SHOP SUPPLIES	08005045605						68.38
								VENDOR TOTAL:	544.48
LECHNER	LECHNER & SONS								
	2735291			03/23/20		21199	04/16/20	125.40	41.80
		01 UNIFORM RENTAL	01055045655						41.80
	2738097			03/30/20		21199	04/16/20	125.40	41.80
		01 UNIFORM RENTAL	01055045655						41.80
	2743474			04/15/20		21199	04/16/20	125.40	41.80
		01 UNIFORM RENTAL	01055045655						41.80
	2748200			04/27/20		21263	04/29/20	41.80	41.80
		01 UNIFORM RENTAL	01055045655						41.80
								VENDOR TOTAL:	167.20
LOWES	LOWE'S								
	902163			04/01/20		21200	04/16/20	1,582.90	94.89
		01 FR TOOLS	07005045799						94.89
	902178 2020			03/02/20		21200	04/16/20	1,582.90	72.62
		01 FR TOOLS	07005045799						72.62
	902266 2020			03/23/20		21200	04/16/20	1,582.90	89.95
		01 COVID19 SUPPLIES-EYEWEAR	01095035355						89.95

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	902279	01 COVID19 SUPPLIES-WIRE	01095035355	03/23/20		21200	04/16/20	1,582.90	43.12 43.12
	902425 2020	01 COVID19 SUPPLIES-EYEWEAR/TYVEK	01095035355	03/16/20		21200	04/16/20	1,582.90	572.46 572.46
	902486	01 GARAGE DOOR OPENER BATTERIES	01055035410	03/25/20		21200	04/16/20	1,582.90	24.62 24.62
	902497 2020	01 COVID 19 SUPPLIES	01095035355	03/16/20		21200	04/16/20	1,582.90	52.24 52.24
	902672	01 FR TOOLS/SUPPLIES	07005045799	03/17/20		21200	04/16/20	1,582.90	65.02 65.02
	902689	01 COVID19 SUPPLIES-TYVEK/EYEWEAR	01095035355	04/01/20		21200	04/16/20	1,582.90	203.70 203.70
	902860	01 TOOLS	01055045645	03/10/20		21200	04/16/20	1,582.90	27.52 27.52
	960951	01 COVID19 SUPPLIES-TYVEK	01095035355	03/20/20		21200	04/16/20	1,582.90	336.76 336.76
								VENDOR TOTAL:	1,582.90
LeGRAND	LeGRAND SERVICES								
	16160-ER	01 10/7 ARCH COMM-ATTNDNC/MINS	01002052505	10/09/19		21201	04/16/20	314.00	314.00 314.00
								VENDOR TOTAL:	314.00
MACQUEEN	MACQUEEN EQUIPMENT LLC								
	P01090	01 T29 AERIAL RAIL STANCHIONS	01045045605	03/19/20		21202	04/16/20	148.99	148.99 148.99
								VENDOR TOTAL:	148.99
MADISON	MADISON NATIONAL LIFE								
	1386801	01 VILLAGE LIFE INSURANCE/FLEX DI	01025025100	04/01/20		21203	04/16/20	855.25	855.25 51.31
		02 VILLAGE LIFE INSURANCE/FLEX DI	01045025100						42.76
		03 VILLAGE LIFE INSURANCE/FLEX DI	08005025100						94.07
		04 VILLAGE LIFE INSURANCE/FLEX DI	01035025100						427.62
		05 VILLAGE LIFE INSURANCE/FLEX DI	01055025100						128.28
		06 VILLAGE LIFE INSURANCE/FLEX DI	01015025100						111.21

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	1391041			04/23/20		21264	04/29/20	862.01	862.01
		01 VILLAGE LIFE INSURANCE/FLEX DI	01025025100						51.72
		02 VILLAGE LIFE INSURANCE/FLEX DI	01045025100						43.10
		03 VILLAGE LIFE INSURANCE/FLEX DI	08005025100						94.82
		04 VILLAGE LIFE INSURANCE/FLEX DI	01035025100						431.00
		05 VILLAGE LIFE INSURANCE/FLEX DI	01055025100						129.30
		06 VILLAGE LIFE INSURANCE/FLEX DI	01015025100						112.07
							VENDOR TOTAL:		1,717.26
MALLORY	MALLORY SAFETY & SUPPLY LLC								
	4813625			03/24/20		21204	04/16/20	144.99	144.99
		01 COVID 19 SUPPLIES-GLOVES	01095035355						144.99
							VENDOR TOTAL:		144.99
MARIANOS	THE KROGER CO								
	0120003749			03/03/20		21265	04/29/20	12.27	12.27
		01 MEETING SUPPLIES	01015045610						12.27
							VENDOR TOTAL:		12.27
MAROTTA	MIKE MAROTTA								
	NIPAS UNIFORM			04/07/20		21266	04/29/20	36.06	36.06
		01 UNIFORM REIMBRSMNT	01035035370						36.06
							VENDOR TOTAL:		36.06
MC2	MC SQUARED ENERGY SERVICES LLC								
	10801-20011 3/20			03/19/20		21205	04/16/20	2,825.96	2,284.10
		01 2/18-3/18 V/H SPACE HEAT	01015035300						2,284.10
	10801-20011 4/20			04/17/20		21267	04/29/20	2,463.63	1,970.54
		01 3/18-4/16 V/H SPACE HEAT	01015035300						1,970.54
	31085-00002 3/20			03/19/20		21205	04/16/20	2,825.96	453.74
		01 2/18-3/18 RESERVOIR	08005045755						453.74
	31085-00002 4/20			04/16/20		21267	04/29/20	2,463.63	427.44
		01 3/18-4/16 RESERVOIR	08005045755						427.44
	65725-78008 3/20			03/18/20		21205	04/16/20	2,825.96	7.62
		01 2/18-3/18MIDDLEFORK LIFT STN	08005035475						7.62
	65725-78008 4/20			04/17/20		21267	04/29/20	2,463.63	11.84
		01 3/18-4/16 MIDDLEFORK LIFT STN	08005035475						11.84

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	70644-74001	3/20		03/19/20		21205	04/16/20	2,825.96	1.32
	01	2/18-3/18 GC INTERSONNECT	08005045755						1.32
	70644-74001	4/20		04/17/20		21267	04/29/20	2,463.63	1.53
	01	3/18-4/16 GC INTERCONNECT	08005045755						1.53
	73565-66005	3/20		03/30/20		21205	04/16/20	2,825.96	10.08
	01	2/27-3/27 HIBB/LNGMDW LIFT STN	08005035475						10.08
	81229-09002	3/20		03/19/20		21205	04/16/20	2,825.96	25.04
	01	2/18-3/18 WAUKEGAN STREET LITE	01055035355						25.04
	81229-09002	4/20		04/17/20		21267	04/29/20	2,463.63	27.84
	01	3/18-4/16 WAUKEGAN STREETLIGHT	01055035355						27.84
	92128-10000	3/20		03/19/20		21205	04/16/20	2,825.96	44.06
	01	2/18-3/18 N HAPP LIFT STATION	08005035475						44.06
	92128-10000	4/20		04/17/20		21267	04/29/20	2,463.63	24.44
	01	3/18-4/16 N HAPP LIFT STN	08005035475						24.44
							VENDOR TOTAL:		5,289.59
MEADE	MEADE ELECTRIC COMPANY								
	691849			03/31/20		21206	04/16/20	140.00	140.00
	01	SIGNAL MAINTENANCE-3/20	01015035290						140.00
							VENDOR TOTAL:		140.00
MEDLINE	MEDLINE INDUSTRIES, INC								
	1905039873			03/19/20		21207	04/16/20	1,038.42	138.88
	01	COVID 19 SUPPLIES-WIPES	01095035355						138.88
	1907098935			04/07/20		21207	04/16/20	1,038.42	263.98
	01	COVID19 SUPPL-GLOVES/ANTISEPTI	01095035355						263.98
	1907098936			04/07/20		21207	04/16/20	1,038.42	88.00
	01	COVID19 SUPPL-RESP CONES	01095035355						88.00
	1907098937			04/07/20		21207	04/16/20	1,038.42	149.01
	01	COVID19 SUPPL/FACE MASKS	01095035355						149.01
	1907098938			04/07/20		21207	04/16/20	1,038.42	27.97
	01	COVID19 SUPPL-HAND SANITIZER	01095035355						27.97

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	1907424342			04/09/20		21207	04/16/20	1,038.42	260.58
	01	COVID19 SUPPLIES-MASKS	01095035355						260.58
	1907424343			04/09/20		21207	04/16/20	1,038.42	110.00
	01	COVID19 SUPPLIES-THERMOMETERS	01095035355						110.00
							VENDOR TOTAL:		1,038.42
MOSE J	JOHN MOSER								
	JOAC REIMBURSEMENT			03/31/20		21208	04/16/20	510.00	510.00
	01	REIMBRMNT-LOCKER PLAQUES	07005035446						510.00
							VENDOR TOTAL:		510.00
MOTOROLA	MOTOROLA SOLUTIONS INC.								
	4889520200302			04/01/20		21209	04/16/20	904.00	904.00
	01	4/20 STARCOM MAINTENANCE	01035035385						904.00
							VENDOR TOTAL:		904.00
MPC	MPC COMMUNICATIONS & LIGHTING								
	20-1114			04/24/20		21268	04/29/20	57.50	57.50
	01	#4 RADIO ISSUE REPAIR	01035045605						57.50
							VENDOR TOTAL:		57.50
NAPAAUTO	GENUINE PARTS COMPANY								
	MARCH 20			03/31/20		21269	04/29/20	1,418.57	1,418.57
	01	PARTS/SUPPLIES-VLG VEHICLES	01035045605						28.56
	02	PARTS/SUPPLIES-VLG VEHICLES	01045045605						571.05
	03	PARTS/SUPPLIES-VLG VEHICLES	01055045605						341.05
	04	PARTS/SUPPLIES-VLG VEHICLES	08005045605						227.36
	05	PARTS/SUPPLIES-VLG VEHICLES	01055045600						48.73
	06	PARTS/SUPPLIES-VLG VEHICLES	01045045600						201.82
							VENDOR TOTAL:		1,418.57
NATLBAND	INT'L IDENTIFICATION, INC								
	57100			03/30/20		21211	04/16/20	68.44	68.44
	01	MOTORCYCLE TAGS-20/21	01004254150						68.44
							VENDOR TOTAL:		68.44
NATTA	KOLLMORGEN & NATTA, PC								
	FEB 2020			02/28/20		21270	04/29/20	2,200.00	1,182.50
	01	P/D PSYCH SERVICE-2/20	01035035235						1,182.50

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	MAR-APR 2020			04/16/20		21270	04/29/20	2,200.00	1,017.50
	01	P/D PSYCH SERVICE-3/1-4/16/20	01035035235						1,017.50
								VENDOR TOTAL:	2,200.00
NEMRT		NORTH EAST MULTI-REGIONAL TRNG							
	272168			04/11/20		21212	04/16/20	75.00	75.00
	01	JUVENILE SKILLS CLASS	01035035245						75.00
								VENDOR TOTAL:	75.00
NFLDVLG		NORTHFIELD VILLAGE CENTER							
	MAY 20			04/01/20		21213	04/16/20	1,386.09	1,386.09
	01	CONDO ASSESSMENTS-5/20	01015035231						1,386.09
								VENDOR TOTAL:	1,386.09
NICOR		NORTHERN ILLINOIS GAS CO							
	33825500003	3/20		03/25/20		21271	04/29/20	462.43	223.17
	01	2/25-3/23 NAT GAS-360 HAPP	01015035300						223.17
	60853400004	3/20		03/27/20		21271	04/29/20	462.43	132.50
	01	2/25-3/24 NAT GAS PUMP STATION	08005045755						132.50
	60853400004	4/20		04/24/20		21271	04/29/20	462.43	106.76
	01	3/25-4/24 NAT GAS-PUMP STATION	08005045755						106.76
								VENDOR TOTAL:	462.43
NIPSTA		NORTHEASTERN IL PUBLIC SAFETY							
	18003			03/27/20		21215	04/16/20	3,483.00	3,483.00
	01	2020 NIPSTA MEMBERSHIP	01045035250						1,233.00
	02	2020 NIPSTA MEMBERSHIP	01055035250						1,125.00
	03	2020 NIPSTA MEMBERSHIP	08005035250						1,125.00
								VENDOR TOTAL:	3,483.00
NSEBC		NORTH SUBURBAN EMPLOYERS							
	0320M			04/09/20		21216	04/16/20	7,967.16	7,967.16
	01	MAR 20 HEALTH INS PREMIUM	01002052426						6,539.40
	02	MAR 20 HEALTH INS PREMIUM	01035025101						1,427.76
								VENDOR TOTAL:	7,967.16
OPPORTUN		GLENKIRK dba OPPORTUNITY SECUR							
	28238			03/31/20		21272	04/29/20	135.00	135.00
	01	DOCUMENT DESTRUCTION	01015045799						135.00

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VENDOR TOTAL:									135.00
PATRICK	PATRICK ENGINEERING INC								
	21677.029-34			04/08/20		21217	04/16/20	5,072.48	5,072.48
	01	THRU 2/20 HAPP RD ENGNRNG	01002062516						5,072.48
VENDOR TOTAL:									5,072.48
PBA	PBA, INC.								
	131171			04/03/20		21218	04/16/20	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 DRWR	PETTY CASH REVOLVING FUND								
	MAR-APR 20			04/29/20		21273	04/29/20	311.05	311.05
	01	REPLENISH PETTY CASH	01002042334						175.00
	02	REPLENISH PETTY CASH	01035035245						60.05
	03	REPLENISH PETTY CASH	01025045605						36.00
	04	REPLENISH PETTY CASH	01055045799						30.00
	05	REPLENISH PETTY CASH	08005045799						10.00
VENDOR TOTAL:									311.05
POMP'S	POMP'S TIRE SERVICE, INC								
	280108453			04/13/20		21219	04/16/20	3,794.52	2,606.40
	01	T14/840 TIRES	01045045605						2,606.40
	290170217			03/26/20		21219	04/16/20	3,794.52	1,188.12
	01	SQ 1 & 3-TIRES	01035045605						1,188.12
VENDOR TOTAL:									3,794.52
QUADIENT	QUADIENT LEASING USA INC								
	N8226027			03/23/20		21220	04/16/20	458.31	458.31
	01	POSTAGE MACHINE LEASE-4-7/20	01015045625						458.31
VENDOR TOTAL:									458.31
RAFTELIS	RAFTELIS FINANCIAL CONSULTANTS								
	14333			03/11/20		21221	04/16/20	3,311.35	3,311.35
	01	2/20 WATER RATE STUDY	08005035325						3,311.35

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								VENDOR TOTAL:	3,311.35
RELADYNE	RELADYNE, LLC								
	1276509-IN			04/01/20		21222	04/16/20	1,169.99	1,169.99
		01 FLEET MOTOR OIL	01035045600						524.30
		02 FLEET MOTOR OIL	01045045600						237.60
		03 FLEET MOTOR OIL	01055045600						220.85
		04 FLEET MOTOR OIL	08005045600						187.24
								VENDOR TOTAL:	1,169.99
RICMAR	S & S AUTOMOTIVE, INC								
	5047365 RI			04/01/20		21223	04/16/20	99.00	99.00
		01 COVID 19 SUPPLIES	01095035355						99.00
								VENDOR TOTAL:	99.00
RJNGROUP	RJN GROUP INC								
	31720302			04/06/20		21224	04/16/20	2,195.00	2,195.00
		01 ENGNRNG SVCS THRU 3/27/20	08005055891						2,195.00
								VENDOR TOTAL:	2,195.00
RONDOUT	MICHAEL & WHITNEY DRAEGERT								
	040820			04/08/20		21225	04/16/20	23.50	23.50
		01 SAFETY INSPECTION-1640	08005045605						23.50
								VENDOR TOTAL:	23.50
SANDLER	RONALD M. SANDLER								
	MARCH 20			03/30/20		21226	04/16/20	720.00	720.00
		01 PROSECUTION SERVICE-3/20	01015035210						720.00
								VENDOR TOTAL:	720.00
SCHINDLE	SCHINDLER ELEVATOR CORP.								
	8105299642			04/01/20		21227	04/16/20	244.78	244.78
		01 4/20 ELEVATOR MAINTENANCE	01055035410						244.78
								VENDOR TOTAL:	244.78
SCHULTZ	SCHULTZ & ODHNER'S DRYCLEANING								
	356665			03/12/20		21228	04/16/20	40.00	40.00
		01 CLEANING OF FUNERAL BUNTING	01045045799						40.00

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VENDOR TOTAL:									40.00
SPADONI	DINAH SPADONI								
	041620			04/16/20		21274	04/29/20	37.95	37.95
		01 REIMBRSMNT FOR OFFICE SUPPLIES	01095035355						37.95
VENDOR TOTAL:									37.95
STATE	STATE INDUSTRIAL PRODUCTS CORP								
	901423820			03/17/20		21229	04/16/20	0.00	809.39
		01 DISINFECTANT	01095035355						342.40
		02 CLEANING SUPPLIES	01055035410						466.99
	901460476			03/22/20		21229	04/16/20	0.00	-809.39
		01 CREDIT MEMO	01095035355						-809.39
VENDOR TOTAL:									0.00
SUNRISE	SUNRISE TREE COMPANY INC								
	7689			04/09/20		21275	04/29/20	640.00	640.00
		01 TREE PRUNING-324 LATROBE	01055035335						640.00
VENDOR TOTAL:									640.00
SUPER I	SUPERIOR INDUSTRIAL SUPPLY CO								
	148512			03/13/20		21230	04/16/20	962.12	962.12
		01 CLEANERS/PAPER PRODUCTS	01055045640						230.44
		02 CLEANERS/PAPER PRODUCTS	01025035410						731.68
VENDOR TOTAL:									962.12
TALLGRAS	TALLGRASS RESTORATION LLC								
	2023380			04/24/20		21276	04/29/20	125.00	125.00
		01 POLLINATOR GARDEN EXPENSE	12005055864						125.00
VENDOR TOTAL:									125.00
TERMINAL	TERMINAL SUPPLY COMPANY								
	31055-00			04/07/20		21231	04/16/20	157.93	157.93
		01 FLEET SUPPLIES	01035045605						39.48
		02 FLEET SUPPLIES	01045045605						39.48
		03 FLEET SUPPLIES	01055045605						39.48
		04 FLEET SUPPLIES	08005045605						39.49
VENDOR TOTAL:									157.93

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THOMPSON	THOMPSON	ELEVATOR INSPECTION							
	20-0936			03/18/20		21232	04/16/20	817.00	817.00
		01 ANNUAL ELEVATOR INSPECTIONS	01025035485						817.00
	20-1141			04/15/20		21277	04/29/20	43.00	43.00
		01 ANNUAL ELEV INSP-275 NFLD RD	01025035485						43.00
								VENDOR TOTAL:	860.00
THOMSWES	THOMSON	REUTERS WEST							
	842098619			04/01/20		21233	04/16/20	88.05	88.05
		01 INVEST SUITE SUBSCRIPTION-3/20	01035035440						88.05
	842165923			04/04/20		21278	04/29/20	2,494.00	2,494.00
		01 SUBSCRIPTION PRODUCT CHARGES	01035045710						2,494.00
								VENDOR TOTAL:	2,582.05
TIG	TELCOM	INNOVATIONS GROUP LLC							
	A55027			03/24/20		21234	04/16/20	1,187.36	162.50
		01 REMOTE SERVICES	01015035275						162.50
	A55051M			04/01/20		21234	04/16/20	1,187.36	1,024.86
		01 20-21 TELEPHONE MAINT	01015035275						1,024.86
	A55249			04/24/20		21279	04/29/20	97.50	97.50
		01 TICKET #171184 REMOTE SVC	01025035295						97.50
								VENDOR TOTAL:	1,284.86
TODAYS	TODAY'S	UNIFORMS, INC							
	186244			04/01/20		21235	04/16/20	191.80	131.90
		01 UNIFORMS	01045045655						131.90
	186245			04/01/20		21235	04/16/20	191.80	23.95
		01 UNIFORMS	01045045655						23.95
	186287			04/02/20		21235	04/16/20	191.80	10.00
		01 UNIFORMS	01045045655						10.00
	186489			04/10/20		21235	04/16/20	191.80	25.95
		01 UNIFORMS	01045045655						25.95
	186660			04/17/20		21280	04/29/20	131.90	131.90
		01 UNIFORMS	01045045655						131.90

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VENDOR TOTAL:									323.70
TRANSYST	TRANSYSTEMS CORPORATION								
	11-3564906			03/27/20		21236	04/16/20	8,132.50	8,132.50
	01	2-3/20 NFLD RD PHASE III	25005055845						8,132.50
VENDOR TOTAL:									8,132.50
UNIFIRST	UNIFIRST CORPORATION								
	0611279708			04/08/20		21237	04/16/20	74.80	74.80
	01	4/20 FLOOR MAT CLEANING SVC	01055035410						74.80
VENDOR TOTAL:									74.80
VERIZON	VERIZON WIRELESS OPERATIONS								
	9851106335			03/23/20		21238	04/16/20	1,242.25	1,242.25
	01	CELLULAR SERVICE-2/24-2/23/20	01015035295						254.94
	02	CELLULAR SERVICE-2/24-2/23/20	01025035295						364.64
	03	CELLULAR SERVICE-2/24-2/23/20	01035035295						188.40
	04	CELLULAR SERVICE-2/24-2/23/20	01045035295						99.47
	05	CELLULAR SERVICE-2/24-2/23/20	01055035295						77.38
	06	CELLULAR SERVICE-2/24-2/23/20	08005035295						77.37
	07	CELLULAR SERVICE-2/24-2/23/20	01045035275						180.05
	9852847708			04/18/20		21281	04/29/20	608.34	608.34
	01	CELLULAR SERVICE-SCADA 2-4/20	01015035295						608.34
VENDOR TOTAL:									1,850.59
VLG ARLG	VILLAGE of ARLINGTON HEIGHTS								
	77109			04/02/20		21282	04/29/20	219.00	219.00
	01	PSEBA COVERAGE-4/20	01035025101						219.00
VENDOR TOTAL:									219.00
VLG GLEN	VILLAGE OF GLENVIEW								
	9123			04/28/20		21283	04/29/20	29,998.77	29,998.77
	01	SVT PRELIM ENGNRNG-SHARE W/GV	25005055851						29,998.77
VENDOR TOTAL:									29,998.77
VLG WINN	VILLAGE OF WINNETKA								
	V003200-001	3/20		03/31/20		21284	04/29/20	37,623.16	11,854.57
	01	WATER PURCHASE-2/24-3/23	08005035465						11,854.57

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	V003300-001	3/20		03/31/20		21284	04/29/20	37,623.16	24,066.58
	01	WATER PURCHASE-2/24-3/23	08005035465						24,066.58
	V003400-01	3/20		03/31/20		21284	04/29/20	37,623.16	1,702.01
	01	WATER PURCHASE-2/24-3/23	08005035465						1,702.01
							VENDOR TOTAL:		37,623.16
VLGGLENC	VILLAGE OF GLENCOE								
	1804300000	3/20		03/31/20		21285	04/29/20	51,722.42	51,722.42
	01	H2O PURCH-GLENCOE-12/27-3/26	08005035466						51,722.42
							VENDOR TOTAL:		51,722.42
VLGNFLD	VILLAGE OF NORTHFIELD								
	0301000350000	3/20		03/27/20		21286	04/29/20	1,454.40	736.29
	01	12/12-3/13 PW/FR BLDG WATER	01055035305						736.29
	190100000000	3/20		03/27/20		21286	04/29/20	1,454.40	418.14
	01	12/12-3/13 V/H WATER	01015035305						418.14
	190100010000	3/20		03/27/20		21286	04/29/20	1,454.40	99.99
	01	12/08-3/17 LIB BASEMENT WATER	01015035305						99.99
	190100015000	3/20		03/27/20		21286	04/29/20	1,454.40	99.99
	01	12/12-3/16 P/O WATER	01015035305						99.99
	190100020000	3/20		03/27/20		21286	04/29/20	1,454.40	99.99
	01	12/12-3/16 360 HAPP WATER	01015035305						99.99
							VENDOR TOTAL:		1,454.40
VULCAN	VULCAN MATERIALS COMPANY								
	32236208			03/17/20		21239	04/16/20	1,364.18	1,364.18
	01	MAIN BREAK RESTORATION MAT'LS	08005045740						1,364.18
							VENDOR TOTAL:		1,364.18
WEISSACE	JOHN W WEISS HARDWARE CO INC								
	148992			03/19/20		21240	04/16/20	48.52	48.52
	01	BUILDING SUPPLIES	01055045640						48.52
	149360			04/16/20		21287	04/29/20	49.98	49.98
	01	MISC SUPPLIES	01035045799						49.98

DATE: 05/06/2020
 TIME: 10:33:00
 ID: AP450000.WOW

VILLAGE OF NORTHFIELD
 PAID INVOICE LISTING

FROM 03/25/2020 TO 04/29/2020

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								VENDOR TOTAL:	98.50
ZENGELER	A W ZENGELER	CLEANERS, INC							
	ZE10409	3/20		03/24/20		21241	04/16/20	81.75	81.75
	01	SPECIAL CLEANING BLANKETS	01035035410						81.75
								VENDOR TOTAL:	81.75
ZZ	BABBS	S BABBS							
	LANDSCAPE	REIMBRSMNT		04/28/20		21288	04/29/20	1,202.45	1,202.45
	01	REPLCMNTS FOR DAMAGED LANDSCAP	01055055820						1,202.45
								VENDOR TOTAL:	1,202.45
ZZ	NSMAD	NORTH SHORE MOSQUITO							
	2020-0011	E		01/06/20		21289	04/29/20	475.53	475.53
	01	ESC RFND-SIGN-117 NFLD RD	01002052504						475.53
								VENDOR TOTAL:	475.53
ZZ	APFELB	KATHERINE APFELBACH							
	2019-0353	C		09/24/19		21290	04/29/20	5,000.00	5,000.00
	01	RFND COMPL BND-332 INGRAM	01002052501						5,000.00
								VENDOR TOTAL:	5,000.00
ZZ	CANNIN	CANNING & CANNING LLC							
	2019-0467	E		12/20/19		21242	04/16/20	2,000.00	2,000.00
	01	PARTIAL ESC RFND-2067 NORFORK	01002052505						2,000.00
								VENDOR TOTAL:	2,000.00
ZZ	NRMNDY	NORMANDY CONSTRUCTION CO INC							
	2019-0211	C		09/03/19		21291	04/29/20	13,000.00	10,000.00
	01	RFND COMPL BND-33 REGENTWOOD	01002052501						10,000.00
	2019-0211	S		09/03/19		21291	04/29/20	13,000.00	3,000.00
	01	RFND STR BND-33 REGENTWOOD	01002052501						3,000.00
								VENDOR TOTAL:	13,000.00
								TOTAL --- ALL INVOICES:	316,026.05

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

Meeting Date: <u>May 19, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>Annual Appointment</u>	<input checked="" type="checkbox"/> Resolutions
	<input type="checkbox"/> Bid Authorization/Award
Submitted By: <u>Everette Hill, Village Attorney</u>	<input type="checkbox"/> Information
Department: <u>Legal</u>	<input type="checkbox"/> Other:

Details:

Annually, the Village must adopt resolutions appointing the Village Clerk, Deputy Village Clerk and Treasurer. Our current Finance Director Steve Noble will be retiring on May 22. If approved the attached resolution would appoint our new Finance Director, Kyle Cratty as the Treasurer for the remainder of 2020.

Executive Action:

A motion to approve a resolution appointing Kyle Cratty to the office of Village Treasurer for the remainder of 2020.

RESOLUTION_____

**Appointment of Village Treasurer
Village of Northfield**

WHEREAS, the corporate authorities of the Village of Northfield, as provided by State statute, have created the Office of Village Treasurer, and

WHEREAS, the corporate authorities of the Village of Northfield appoint the treasurer on an annual basis to perform the duties as outlined in Chapter Two, Article VI, of the municipal code; and

WHEREAS the corporate authorities appointed Finance Director Steven Noble Treasurer on January 21, 2020 and effective May 22, 2020, Steven Noble will be retiring;

NOW, THEREFORE BE IT RESOLVED by the President and Board of Trustees of the Village of Northfield, Cook County, Illinois that Kyle Cratty is hereby appointed Village Treasurer for the Village of Northfield for the remainder of 2020.

BE IT FURTHER RESOLVED that this resolution 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 19th day of May, 2020.

Joan Frazier, Village President

ATTESTED and FILED this 19th day of May, 2020.

Stacy Alberts Sigman, Village Clerk

VILLAGE OF NORTHFIELD
VILLAGE BOARD MEETING
SUMMARY SHEET

Meeting Date: <u>May 19, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>Financial Services Contract Award</u>	<input type="checkbox"/> Resolution
	<input checked="" type="checkbox"/> Bid Award
Submitted By: <u>Stacy Sigman, Village Manager</u>	<input type="checkbox"/> Information
Department: <u>Office of the Village Manager</u>	<input type="checkbox"/> Other:

Details:

On December 11, 2019 the Village Board approved an agreement with Lauterbach & Amen (L&A) to outsource our finance director position. That contract went into effect May 1. Recently, our water billing and accounts payable clerk (clerk) announced she will retire in mid-June. Instead of filling that position I am recommending it also be outsourced to L&A. An individual well-versed in water billing and accounts payable systems would be assigned to Northfield and backed by the firm. The benefits of this approach include broader access to skilled resources, continuity and risk management of human capital, greater staffing flexibility, economies of scale and cost savings. Northfield has successfully used a similar approach for many years for legal, IT, health inspection, and engineering services.

L&A has submitted a proposal to provide these services, effective June 1, 2020, for \$5,000/mo. The position would be staffed at the Village on an every other week (2 day one week/3 day the next week) basis to provide the following:

- Review all incoming invoices and route them to the proper department for review
- Prepare and run all accounts payable payments
- Issue and review all purchase orders
- Prepare and review for accuracy all utility bills
- Mail all utility bills to customers

The current position costs the Village \$98,000/year which means we will save \$38,000/year under this approach. Based on the above, I recommend eliminating the in-house clerk position and amending our existing contract with L&A for water billing and accounts payable services, effective June 1, 2020.

Executive Action:

A motion to amend the contract with Lauterbach and Amen, LLP, of Naperville, IL, for water billing and accounts payable services in the amount of \$5,000 per month.



May 4, 2020

The Honorable Village President
Members of the Board of Trustees
Village of Northfield, Illinois

We are pleased to confirm our understanding of the services we are to provide for the Village of Northfield.

It is our understanding that Lauterbach & Amen, LLP will provide financial director services, accounts payable and utility billing processing services to the Village of Northfield. Such assistance will be arranged between the Village and Lauterbach & Amen, LLP and will be billed at a rate of \$17,500 per month starting June 1, 2020 through April 30, 2021 as outlined below. The scope of services for the accounts payable and utility billing processing is outlined in Exhibit A attached. This agreement is an amendment to the finance director only services contract for \$12,500 dated December 13, 2019. If for any reason this arrangement becomes unacceptable, it can be terminated by either party with 60 days written notice.

Services Provided	Monthly Rate June 2020 – April 2021
Finance Director Services	\$12,500
Accounts Payable and Utility Billing Services	\$5,000
Total	\$17,500

These services cannot be relied upon to detect errors, irregularities, or illegal acts that may exist. However, we will inform you of any such matters that may come to our attention.

The Village agrees that during the term of this agreement and for a period of twelve months thereafter, the Village shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Village to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person’s annual compensation.

Please indicate your acceptance of the above understanding by signing below. If your needs change, the nature of our services can be adjusted accordingly.

Cordially,

Lauterbach & Amen, LLP
LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Northfield, Illinois.

By: _____

Title: _____



EXHIBIT A- SCOPE OF SERVICES

Services are generally described as accounts payable and utility billing services. Below is a list of tasks that include, but are not limited to the following:

- A. Review all incoming invoices and routes them to the proper department for review
- B. Prepare and run all accounts payable payments
- C. Issue and review all purchase orders
- D. Prepares and reviews for accuracy all utility bills
- E. Mails all utility bills to customers
- F. Complete projects assigned by the Finance Director
- G. Estimated 16-24 hours per week

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

Meeting Date: <u>May 19, 2020</u>	<input type="checkbox"/> Ordinance
Subject: <u>3rd 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 until April 21, 2020. On April 21, 2020 the emergency situation remained active and President Frazier then executed Declaration #20-2 which expires on May 19, 2020. In the State of Illinois the COVID-19 stay-at-home emergency order now remains in effect until May 31, 2020. Given the ongoing emergency and 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 third State of Emergency Declaration (20-3) that would remain in effect until the June 16, 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 3rd State of Emergency Declaration, effective until June 16, 2020.

DECLARATION NO. 20-3

**DECLARATION OF A STATE OF EMERGENCY IN THE
VILLAGE OF NORTHFIELD, COOK COUNTY, ILLINOIS
(COVID-19 – MAY 19, 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, on April 21, 2020 the Village President extended that state of emergency declaration 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 80,000 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 April 21, 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 June 16, 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 19th day of May, 2020.

Village Clerk

VILLAGE OF NORTHFIELD
REGULAR BOARD MEETING
SUMMARY SHEET

Meeting Date: <u>May 19, 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:

May 25	Memorial Day – Village Offices Closed
June 1	Plan & Zoning Commission remote meeting – 7:00 p.m.
June 3	Zoning Board of Appeals meeting – Cancelled
June 8	Architectural Commission remote meeting – 7:00 p.m.
June 16	Committee of the Whole meeting – 5:30 p.m.
June 16	Village Board meeting – 7:00 p.m.

Executive Action:

None

**DRAFT SUMMARY NOTES
OF THE VIRTUAL
MEETING OF THE
ARCHITECTURAL COMMISSION
MONDAY, MAY 11, 2020**

On Monday, May 11, 2020, via a Zoom Virtual Webinar, the Architectural Commission met at 7:00 p.m. to consider a request for a volleyball court landscaping and fencing at 24 Meadowview Drive:

Members in Attendance: 7

Tev Bond, Chair
Kathryn Talty
Joe McInerney
Barnaby Dinges
Andy Bower
Nancy Nazarian
Patti Morrell arrived at 7:11

Members Absent: 0

OTHERS PRESENT: Linnea O'Neill, Village Planner, John Goodwin, Trustee Liaison, Steve Gutierrez, Community Development Director, Melissa DeFeo, Director of Administrative Services, Joel Balentyne of Midwest Arbor, Todd Luetkemeyer and Courtney Wells, petitioners and owners of 24 Meadowview Drive, Cheryl Charnas and Larry Lubin, residents.

Chair Bond called the meeting to order and stated; in accordance with the State of Illinois Executive Order 2020-32 Section 2, which requires us to stay at home or place of residence, we are proceeding with a virtual meeting. Chair Bond also noted a notice to interested parties was given and they were invited to participate.

Chair Bond introduced the Commissioners present including the Village Board Trustee Liaison John Goodwin. Chair Bond noted there was one item on the agenda, the consideration of a request for landscape screening and court perimeter fencing for a volleyball court at 24 Meadowview Drive.

Chair Bond requested approval of the Summary Notes of the February 10, 2020, Architectural Commission meeting.

A motion was made by Commissioner McInerney, seconded by Commissioner Nazarian to approve the Architectural Commission Summary Notes of February 10,2020.

The vote was as follows:

AYES: 6

**Tev Bond, Chair
Kathryn Talty
Joe McInerney**

NAYS: 0

ABSTAIN: 1

Nancy Nazarian

ABSENT: 0

**Barnaby Dinges
Andy Bower
Patti Morrell**

ISSUE #1: Consideration of a request for approval of fencing and landscaping for a proposed volleyball court located at 24 Meadowview Drive. The petitioners and owners of 24 Meadowview Drive are Todd Luetkemeyer and Courtney Wells. The presenter is Joel Balentyne of Midwest Arbor.

Joel Balentyne of Midwest Arbor was sworn in. Mr. Balentyne discussed the design and installation of the volleyball court. This included excavation, materials used, a drainage plan and improvement to the stormwater system with no fill in the floodplain. He also discussed the court layout regarding boundary material, perimeter netting and the ball net.

Mr. Balentyne explained how the volleyball court was to be situated in the southwest corner of the rear yard and met the requirement of ten feet (10') from property lines.

Mr. Balentyne described the landscape plan and the two types of fencing used: six foot (6') wood fence for the south and southwest and six foot (6') open metal for the west to allow for the views into the forest preserve.

Chair Bond opened discussion to the Commission members requesting any landscape comments. Commissioner Talty expressed concern with the location. Moving the court towards the west with perhaps additional evergreen screening may be a solution. Discussion ensued regarding the rear yard location and if the court is proposed in a side yard. The court is proposed in the rear yard ten feet (10') from the property lines. It was noted the netting surrounding the court would come down in the winter.

Chair Bond continued the discussion requesting any fence comments. Commissioner Talty stated the open metal fence adjacent to the forest preserve is a good idea to provide an open view of the forest preserve.

Chair Bond opened discussion to the public. The first resident to speak was Cheryl Charnas, 43 Longmeadow Road. She had questions regarding the fencing and landscaping adjacent to her back yard. Mr. Balentyne reviewed the fencing and landscaping at the south property line. Ms. Charnas was appreciative of the review and liked the fencing and landscaping.

Larry Lubin, 22 Meadowview Drive, noted the plan was lovely, the plant material adequately screened the court and he too appreciated all the work put into the plan.

Chair Bond asked for a motion.

A motion was made by Commissioner Morell, seconded by Commissioner McInerney to approve the proposed fencing and landscaping for a proposed

volleyball court located at 24 Meadowview Drive, as shown on the plans submitted April 5, 2020.

The vote was as follows:

AYES: 7

NAYS: 0

ABSTAIN: 0

ABSENT: 0

**Tev Bond, Chair
Patti Morrell
Kathryn Talty
Joe McInerney
Barnaby Dinges
Andy Bower
Nancy Nazarian**

Chair Bond noted there will be a June 8, 2020, meeting with two items on the agenda: 436 Frontage Road and 423 Central Avenue.

There being no further issues to discuss, Chair Bond asked for a motion to adjourn. A motion was duly made by Commissioner Talty, seconded by Commissioner Morell and passed to adjourn. The meeting adjourned at 7:47 p.m.