

**REPORT OF PROCEEDINGS  
OF THE  
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES  
OF THE VILLAGE OF NORTHFIELD  
TUESDAY, January 18, 2022 - 7:00 p.m.**

As provided 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, January 18, 2022, for the Regular Board meeting. The meeting was called to order by President Greg Lungmus. The Village Clerk took the roll call.

PRESENT:   President       Greg Lungmus  
  
                  Trustees       Todd Fowler  
                                  Barnaby Dinges  
                                  Tom Whittaker  
                                  Matt Galin  
                                  Tracey Mendrek  
                                  Charles Orth

ABSENT:

ALSO PRESENT:           Attorney Mallory Milluzzi

President Lungmus acknowledged the passing of former Village Trustee Tom Terrill. He noted that he was a friend, mentor, and a solid guy. Tom was a wonderful trustee who had an excellent perspective, asked good questions, gave sage advice, and had a wonderful sense of humor. Tom Terrill was a special man who will be missed. Trustee Orth also noted what a pleasure it was being on the Board with Tom Terrill.

**CONSENT AGENDA ITEMS**

Village President asked the Clerk to read the Consent Agenda items into the record. Those were reported as follows:

1.     Approve the Report of Proceedings from the December 7, 2021 Village Board meeting
2.     Bills and Disbursements from November 19, 2021 to December 31, 2021, in the amount of \$586,543.69
3.     Annual Appointments:
  - A.    Approval of a resolution appointing Village Manager Stacy Sigman as Village Clerk for 2022.

- B. Approval of a resolution appointing Executive Assistant Holly Fabbri as Deputy Village Clerk for 2022.
- C. Approval of a resolution appointing Finance Director Steve Noble as Treasurer for 2022.

- 4. Approval of an Indemnification Agreement Ordinance with Cook County for 2022.
- 5. Acceptance of the Village Attorney’s recommendation that none of the Closed Session Report of Proceedings be moved to the Open Session Report of Proceedings book.

Trustee Orth made a motion, seconded by Trustee Fowler to approve Consent Agenda items 1 through 5.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 5 were approved.

AYES:	Fowler	NAYS: 0	ABSTAIN: 0	ABSENT:
	Dinges			
	Whittaker			
	Galín			
	Mendrek			
	Orth			

**CONSIDERATION OF A CONTRACT FOR A REPLACEMENT POINT-TO-POINT WIRELESS NETWORK CONNECTION BETWEEN THE VILLAGE HALL AND PUBLIC WORKS/FIRE**

Trustee Whittaker made a motion, seconded by Trustee Dinges, to consider a contract for a replacement point-to-point wireless network connection between the Village Hall and Public Works/Fire.

Director of Administrative Services Jewett stated that the Village maintains a point-to-point (PTP) wireless network connection between Village Hall and the Public Works/Fire facility. This is the only network connection allowing Public Works/Fire access to Village systems including finance, permitting, document management, voicemail, and the internet. The average useful life for PTP equipment is seven years. The Village’s equipment is in its 11th year and well overdue to be replaced. The aging equipment has caused the connection to become weaker over time and in the past year caused outages that left the Public Works/Fire facility without any access.

Staff researched alternatives including a leased line from AT&T or Comcast which would cost approximately \$1,000 per month and a Village-owned fiber connection which would cost approximately \$125,000. Given these alternatives, staff recommended replacing the PTP equipment as it is a reliable and cost-effective method of providing connectivity to Village systems. This project was included in the FY2021 budget for \$20,000; however, quotes came

back higher due to COVID-19 supply chain issues. Staff received three quotes for the PTP equipment replacement:

Bearcom (current vendor):	\$35,344.00
Future Technologies:	\$53,248.40
Scientel Solutions:	\$26,783.08

Staff is recommending moving forward with the lowest quote from Scientel Solutions. The reference check for Scientel Solutions service was positive. Since this purchase is for unique computer equipment, it is exempt from bidding under the Village's Purchasing Policy.

Village Manager Sigman noted that President Lungmus had come up with a good idea to explore a fiber connection between the buildings when the corridor would be open during the Happ Road project. This could be a cost-effective way to get this optimal connection. Trustee Orth inquired if fiber was quicker. Director of Administrative Services Jewett replied that fiber was quicker and more reliable but the cost was not practical for the Village at this point.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked for public comment. There was none.

President Lungmus requested a roll call vote to approve a replacement point-to-point wireless network connection between the Village Hall and Public Works/Fire.

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

**CONSIDERATION OF THE ADOPTION OF A SERIES OF AMENDMENTS TO THE VILLAGE'S ADOPTED POLICIES AND PROCEDURES**

Trustee Orth made a motion, seconded by Trustee Fowler, to approve the adoption of a series of amendments to the Village's Adopted Policies and Procedures.

Director of Administrative Services Jewett noted that since the Village's incorporation, policies have been adopted one at a time, as needed, and kept as independent documents. In 2019, staff began its first comprehensive review of all of the Village's policies to update and consolidate them into a master Policy Handbook. The Village Board reviewed and discussed the proposed updates to the policies and the creation of a Policy Handbook at their December 2021 Committee of the Whole meeting and was supportive of the proposed changes.

After the December meeting, one additional policy, Social Media Policy was added to the proposed updated and consolidated Policy Handbook. The Board received the proposed final Policy Handbook, as well as a red-lined version illustrating the proposed modifications.

Trustee Mendrek noted one revision to be made in the Social Media Policy.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked for public comment. There was none.

President Lungmus requested a roll call vote to approve the adoption of a series of amendments to the Village's Adopted Policies and Procedures.

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

**PUBLIC COMMENT**

**DEPARTMENT UPDATES**

There were no departmental updates to minimize staff's attendance due to the increase in COVID Omicron outbreaks.

**ADJOURNMENT**

There being no further discussion or issues to come before the Board, Trustee Fowler made a motion, seconded by Trustee Whittaker to adjourn the meeting and go into Closed Session to approve Closed Session meeting minutes from September 21, 2021, pursuant to 5 ILCS 120/2(c)(21) and to discuss the employment, compensation, and performance of specific employees pursuant to 5 ILCS 120/2(c)(1).

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

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

AYES: Fowler                      NAYS: 0                      ABSTAIN: 0                      ABSENT:  
Dinges  
Whittaker  
Galín  
Mendrek  
Orth

Upon completion of the Closed Session, Trustee Orth made a motion, seconded by Trustee Orth to re-open to the regular meeting session.

**ADJOURNMENT**

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

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

AYES:	Fowler	NAYS: 0	ABSTAIN: 0	ABSENT:
	Dinges			
	Whittaker			
	Galín			
	Mendrek			
	Orth			

The meeting was adjourned at 8:44 P.M.