

VILLAGE OF WAUCONDA
REGULAR VILLAGE BOARD MEETING
TUESDAY, NOVEMBER 15, 2011
MINUTES

1. CALL TO ORDER

Mayor Knigge called the Board of Trustees to order on Tuesday, November 15, 2011, at 7:02 p.m. in the Village Hall.

2. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was led by Mayor Knigge.

3. ROLL CALL

Upon roll call by the Village Clerk, the following Trustees were:

Present: Trustees Knight, Barbini, Arnswald, and Black

Absent: Trustees Buster and Starkey

QUORUM PRESENT

4. PUBLIC COMMENT CONSENT AGENDA

None

5. APPROVAL OF AGENDA

A motion was made by Trustee Arnswald, seconded by Trustee Black, to approve the agenda.

Ayes: 4 Nays: 0 Absent/Abstain: 2

MOTION DECLARED CARRIED

6. PRESENTATION

A. Mayor Knigge to Present Award to the Wauconda Public Works Department for Receiving the "Jeff Price Award – Host Plant of the Year" from the Fox Valley Operators Association

Luke Markko and Jake Mann from the Public Works Department came forward. The Waste Water Treatment Plant and staff who work there received the Jeff Price Water Plant of the Year Award. Out of 50 treatment plants, ours was selected as #1 based on the operations, cleanliness, and organization of the plant. Our Village residents are dependent on this plant and the job these two do.

Mayor Knigge thanked them for all they do and congratulated them on receiving this award. He then handed them the trophy. Dave Geary added that this is an example of all the employees in the Public Works Department.

Mr. Pryde then introduced the two new employees who have been added to the Public Works Department: James Patterson and Humberto Reyes.

7. **MOTION TO APPROVE CONSIDERATION OF CONSENT AGENDA BY OMNIBUS VOTE**

A motion was made by Trustee Knight, seconded by Trustee Barbini, to approve the consent agenda.

Ayes: 4 Nays: 0 Absent/Abstain: 2

MOTION DECLARED CARRIED

CONSENT AGENDA

- A. Approve Public Hearing Minutes from October 25, 2011
- B. Approve Committee of the Whole Meeting Minutes from October 25, 2011
- C. Approve Board Meeting Minutes from November 1, 2011
- D. Approve Bills for Payment from 10/28/11 through 11/10/11 Totaling \$198,886.02
- E. Pass Ordinance Approving a Newly-Created Job Description for and thereby Amending the Village of Wauconda Personnel Policies and Procedures (Director of Planning & Zoning) (Ordinance No. 2011-O-63)
- F. Pass Ordinance Amending a Job Description for the Village of Wauconda Personnel Policies and Procedures (Building Commissioner) (Ordinance No. 2011-O-64)
- G. Pass Ordinance Amending Chapter 31 of Title III of the Village Code of Wauconda by Adding Thereto the Office of Director of Planning and Zoning and Amending Other Provisions of the Village Code Consistent Therewith (Ordinance No. 2011-O-65)
- H. Pass Ordinance Approving an Agreement with Rolf C. Campbell & Associates, Inc., to Provide Continuing Planning and Zoning Administration to the Village of Wauconda (Ordinance No. 2011-O-66)
- I. Motion to Approve Expense Line Item Transfer to Cover Expenses for Changes in the Building and Zoning Department
- J. Pass Ordinance Amending Ordinance Number 2008-O-47 being the Development Ordinance of the Village of Wauconda Pertaining to Reimbursement from Escrow of Senior Planning Staff Costs (Ordinance No. 2011-O-67)
- K. Pass Ordinance Approving an Intergovernmental Agreement between the Village of Wauconda and Wauconda Community Unit School District 118, Wauconda Fire District, Wauconda Township, and Wauconda Park District (Fuel Depot) (Ordinance No. 2011-O-68)
- L. Pass Ordinance Approving an Engineering Study Reimbursement Agreement between the Village of Wauconda and the Northwest Water Commission and the Village of Lake Zurich (Ordinance No. 2011-O-69)
- M. Pass Ordinance Permitting Projecting Signs, with Limitations, in the CB, CR, GB, and LI Zoning Districts and thereby Amending the Village Sign Regulations (Ordinance No. 2011-O-70)

8. **MOTION TO APPROVE ITEMS A THROUGH M ON THE CONSENT AGENDA**

A motion was made by Trustee Black, seconded by Trustee Arnswald, to approve the Consent Agenda by Omnibus vote.

Ayes: Trustees Knight, Barbini, Arnswald, and Black

Nays: None

Absent/Abstain: Trustees Buster and Starkey

MOTION DECLARED CARRIED

9. **NEW BUSINESS**

A. Appointment of Director of Planning and Zoning

A motion was made by Trustee Barbini, seconded by Trustee Knight, to appoint Chris Miller as Director of Planning and Zoning.

Ayes: 4 Nays: 0 Absent/Abstain: 2

Mr. Chris Miller came forward and was sworn in by Village Clerk Ginger Irwin as Director of Planning and Zoning through April 30, 2012.

Mayor Knigge then added that Mr. Miller is an extremely valuable full time addition to our staff. He comes with high credentials and is a very professional performer from Rolf C. Campbell & Associates. We are really looking forward to Mr. Miller working with the Board and staff as well as the Zoning Board. He then thanked Mr. Miller and wished him luck.

10. **STAFF & OFFICERS' REPORTS**

Village Administrator, Director of Public Works, and Director of Building &

Zoning Dave Geary began with mentioning there had been 75 applicants for the vacancies in the Public Works Dept. One of those positions had been there for over a year. The panel of staff members interviewed the applicants, there were background checks, personal reference checks, and then they put their heads together to select the best ones for the job.

Mill Street and the alleyways were paved. Many years ago when this street and the alleys were made, they put asphalt on black dirt. This was done in the “nick of time” as there are many more projects coming up, and the season is coming to an end for this year.

There were four new home permits issued for Liberty Lakes.

Mayor Knigge commented on the excellent report Mr. Geary submitted. He then said he had mentioned to Mr. Pryde and Mr. Geary about using reclaimed water for the brine solution used in the winter. He had attended a North West Water Planning Group and using reclaimed water is a huge initiative being used in other communities. They are also piping it to schools for irrigation and things like this. It would be good to note in E-News that we use reclaimed water for irrigation.

Police Chief Douglas Larsson informed the Board that the 911 Center is still under budget and is on schedule. All the electronics will be installed next week. They will be fully operational by the second week in December. We are already operational with Lakemoor. They have been available to help us out with calls, and we are assisting them. The Open House will be this Friday from 2:00 p.m. to 6:00 p.m.

The Sergeants spent 6 hours today with Dr. Bender. They worked on creating a new model or management style.

Mayor Knigge said that he heard Libertyville is considering getting rid of their current dispatch. Chief Larsson confirmed this, and said that he has had several communications with various communities in Lake County asking for bids or proposals to provide them with dispatch service. Our dispatch center could turn out to be a financial benefit to the Village.

Director of Finance, IMRF Authorized Agent, Director of Human Resources/Risk Management, and Director of I.T. Zaida Torres said this week when she attended the monthly Treasurers Luncheon, our communications center was the topic of discussion.

Last week, Mrs. Torres attended a Time Clock Training Session. We are bringing in a new, more efficient clock. She hopes this will be working by January. We have so many different pay codes used, this new clock will help keep things accurate.

The budget was completed last week. She will be presenting it at the next COW meeting. We are going to continue to use E-Pay for water bill payments.

The Auditors will be here on Nov. 13th.

Director of Economic Development Linda Krajniak distributed her administrative report in the Board's mailboxes. The next Communication Committee meeting will be on Tuesday, Dec. 6th at 5:30 p.m. in the Building & Zoning building. This will be after the Economic Development Committee meeting at 5:00 p.m. They will be invited to attend.

Trustee Barbini asked about the Intergovernmental Round Table Meeting on Jan. 11th. He confirmed that this meeting will just be for the representatives. She will be following up with them on some agenda suggestions.

The Holiday Walk on Main Street planning is going well. There will be a shuttle running from the parking lot at the Park District. She will have this noted in E-News.

One of the goals for our Strategic Plan is to create a conversation with the Mayor and businesses in Wauconda. The first group we are going to reach out to are the businesses in the Industrial Park area. She will be setting up a meeting with the Mayor to discuss what their challenges are and their goals. The Mayor added that this is important because we need to also focus on business retention. We want to be proactive and reach out to them to keep them here.

Superintendent of Public Works – Administration and Director of Environmental Quality Jacqueline Soccorso said that a couple of months ago, she spoke with us about the Recycling Task Force and increasing our recycling to 60%. By March 20th we need to approve a resolution supporting the increase in the amount of recycling to be done by our Village. If we don't do this voluntarily, then there will be some mandates for it. Wauconda is being considered as a community to do a test period for food scrap recycling.

Trustee Barbini asked for clarification. Is the food scrap recycling going to be for residents too? If so, they need to come up with a raccoon-proof container.

Jackie answered that they will first do it with restaurants. Super Mercado does it currently and Jewel has a limited program. Currently, there is only one company which does food scrap pick up.

Superintendent of Public Works – Operations Alex Pryde reminded the Board that the last few weeks the staff at Public Works has been practicing driving the snow plows. Trustees are invited to participate in the Snow Plow Rodeo.

The Dato Lane Construction Meeting was a couple of weeks ago.

They will begin tearing down the building along Rt. 176, just east of Fifth Third Bank.

Mayor Knigge asked for the completion date of the Lake Shore construction project. He was told it would take about 1-½ weeks. A resident in the audience asked about this project. Mr. Geary began to explain the timeline of the project. The resident asked several more questions. Mayor Knigge redirected the resident. The open meeting would be the place to discuss this.

Wauconda Fire District representative was not in attendance this evening.

11. MAYOR'S REPORT

- 1) The Board and staff had an excellent meeting with Dr. Bender earlier this evening. He facilitated the 6 month review of our Strategic Plan. He will be back again in the Spring to meet with the Board.
- 2) On Thursday he attended the Council of Mayors. Mayor Knigge has been appointed to the Executive Board. This group funnels all the State and Federal highway money and decides where it goes in the region.
- 3) On Monday he attended the Executive Board of the Mayor's Caucus. They talked about electrical aggregation. Mettawa, Carol Stream, Lake Forest, Libertyville, Willowbrook, Niles, and Round Lake have all opted in to this. We will be next. Later, he brought up that at this meeting they brought up the topic of Lake Michigan Water in the City of Chicago. The suburbs are up in arms about the rate increase. They are asking for justification of what they are going to do with this money. They will be doubling the rate. This could affect us significantly relating to our discussion with Northbrook and the Northwest Water Commission.
- 4) On Monday he attended the Rt. 53/120 Blue Ribbon Committee. He is on the Environmental and Sustainability Committee.
- 5) On Wednesday, Dan Rutherford, the State Treasurer, will be here at the Village Hall from 1:00 p.m. to 3:00 p.m. with the Cash Dash Program.
- 6) On Wednesday Mayor Knigge will be attending the Wauconda Township Board Meeting to thank them for the work we've done together on Garland Road and also thank them for the Fuel Depot Project.

- 7) On Friday at 4:30 p.m., there will be the ribbon cutting ceremony for the new State Farm Insurance building. This is the beginning of our renovation of Rt. 176.
- 8) On Wednesday at 7:00 p.m., there is a meeting for the Holiday Walk.

12. COMMITTEE REPORTS & TRUSTEES' COMMENTS

Trustee Knight congratulated Public Works on their award. He also congratulated Mr. Miller on his appointment.

Trustee Barbini congratulated Mr. Miller on his appointment as Director of Planning & Zoning. He had no report today.

Trustee Buster was not in attendance this evening.

Trustee Starkey was not in attendance this evening.

Trustee Arnswald started by saying that the Public Works Department is just more proof that we have high quality staff in the Village of Wauconda. He then gave his congratulations to Mr. Miller on his appointment. He also thanked Linda Krajniak for her Economic Development Meeting report.

Trustee Black congratulated Mr. Miller on his appointment and welcomed the new staff. He also expressed his congratulations to the Public Works Department. He said he is looking forward to the 9-1-1 Center Open House. He also stated that he had enjoyed the meeting earlier with Dr. Bender. He feels that everyone is pointed in the right direction.

13. OPEN MEETING TO THE PUBLIC

A motion was made by Trustee Arnswald, seconded by Trustee Black, to open the meeting to the public.

Ayes: 4 Nays: 0 Absent/Abstain: 2

MOTION DECLARED CARRIED

14. ADJOURNMENT

A motion was made by Trustee Barbini, seconded by Trustee Knight, to adjourn the meeting at 7:52 p.m.

Ayes: 4 Nays: 0 Absent/Abstain: 2

MOTION DECLARED CARRIED

Ginger Irwin, Village Clerk