

**VILLAGE OF LAKE VILLA
VILLAGE BOARD
REGULAR MEETING
February 20th, 2024**

Call to Order: Mayor McDonald called the meeting to order at 7:00 pm.

Present: Mayor McDonald, Village Clerk Konrad, Trustees: Nielsen, O'Reilly, Bartlett, and McCollum, Police Chief Rochelle Tisinai, Village Administrator Mike Strong, Assistant to the Village Administrator Jake Litz, Village Attorney James Bateman, Finance Director Christine McKinley, Public Works Supervisors Ryan Horton and Jim Bowles. Trustees Barbato and Savell were absent.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Public Comment: None

Minutes: It was moved by Trustee O'Reilly and seconded by Trustee Bartlett to approve the February 5th, 2024 Village Board Meeting Minutes.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

It was moved by Trustee Bartlett and seconded by Trustee McCollum to approve the February 12th, 2024 Committee of the Whole Meeting Minutes.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Finance: It was moved by Trustee Nielsen and seconded by Trustee O'Reilly to approve the Accounts Payable Report for February 20th, 2024 in the amount of \$280,272.57.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Mayor: The St. Patrick's Day Parade will be held March 16th, with staging for the parade at 12:00 at Palombi School. Corn Beef and cabbage will be served following the parade at the VFW. Dan Lincoln has resigned from the Zoning Board after 19 years of service. The Board thanks him for his service to this community.

Approval: Review and Approval of the FY2023 Annual Financial Report

The Annual Financial Report for the fiscal year ending April 30, 2023 was provided for Village Boards consideration. Staff requested that the Village Board discuss and consider accepting the Fiscal Year 2022/23 Financial Audit. The Village's independent audit firm, Eccezion (*Formerly Eder, Casella & Company*) was in attendance to present the document and answer questions from the Village Board. The Village Board is required to review and accept the financial audit on an annual basis.

It was moved by Trustee O'Reilly and seconded by Trustee Bartlett to approve the Annual Financial Audit Report for the fiscal year ended April 30, 2023.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Staff Reports: Public Works supervisors reported that the Water Survey has had 50/330 responses and encourage responses from residences that received the survey. The Grand Avenue land bridge project is progressing and if it remains on schedule it will allow for 2 way traffic by the end of March/beginning of April. They staff is also working on clearing creek overflow and solutions for culverts showing degradation.

Finance Director announced a successful budget meeting with department heads as well as a successful training and implementation of the new 3-module software for Time sheets, Payroll and Human Resources.

Trustee Nielsen recommended consideration for a Property Maintenance plan

New Business

Approval: Intergovernmental Agreement Among the Village of Antioch, the Village of Lake Villa and the Board of Education of Antioch CCSD #34 Regarding the Use of a School Resource Officer

The Village Board conferred on an Intergovernmental Agreement (IGA) with Antioch School District #34 regarding the assignment of a School Resource Officer at Oakland Elementary School. The IGA, as drafted, establishes the jurisdictional authority that permits the current Antioch Police Department School Resource Officer to provide services to Oakland Elementary School. However, since the school is in the Village's jurisdiction, all police-related matters will continue to be handled by the Village of Lake Villa's Police Department.

It was moved by Trustee McCollum and seconded by Trustee O'Reilly to approve an Intergovernmental Agreement with Village of Antioch, the Village of Lake Villa and the Board of Education of Antioch CCSD #34 Regarding the Use of a School Resource Officer

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Approval: Purchase Order in the Amount of \$151,962 with Lindco Equipment Sales for the Equipment Upfitting of a Public Works Fleet Vehicle

The Village Board conferred on approval for the upfit of the 2025 International MV607. Public Works obtained pricing through Sourcewell, a member-based cooperative purchasing government organization, and staff is recommending that the Village Board award the purchase of an upfit for this vehicle to Lindco Equipment Sales for the purchase of the snowplow/dump truck upfit for the previously ordered International cab & chassis. This upfit includes a stainless-steel dump body, full hydraulics package, vehicle lighting and snowplow. This package also will continue the upgrade of salt spreader controls to assist in further tracking salt & brine usage.

It was moved by Trustee Nielsen and seconded by Trustee Bartlett to Approve a Purchase Order in the Amount of \$151,962 to Lindco Equipment Sales for Services and Equipment Upfit Charges for the International MV607 Fleet Vehicle.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Approval: Award of Professional Services Agreement for Professional Engineering Services Related to the Villages Pavement Management Program for FY2025

The Village Board is asked to consider approving a professional services agreement with Baxter & Woodman to provide engineering and inspection services for the Village's annual pavement management program.

Because the Village does not have sufficient work for a staff engineer and regularly engages in professional service agreements with a third party engineering firms to assist with plan reviews, as well as construction planning, bidding, and oversight of its bi-annual roadway improvement program. In moving toward an annual pavement management program beginning in FY2025, Upon review and deliberations of the qualified engineering firms, the Village Staff panel was able to reach a consensus on a preferred firm. Staff is recommending Baxter & Woodman, with extensive experience serving communities in the Chicagoland area, be awarded a professional services contract for engineering services.

It was moved by Trustee O'Reilly and seconded by Trustee Nielsen to approve a professional services agreement with Baxter & Woodman Engineering Firm for Engineering Services Related to the Village's Annual Pavement Management and MFT Road Program and Authorization for the Mayor to Execute a Master Service Agreement and Work Order with the Firm.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Ordinance 2024-02-04: An Ordinance Approving a Contract with Lakeshore Recycling Services for Residential Refuse and Recycling Collection Services

The Village Board conferred on an Ordinance amending Chapter 15, "Solid Waste Disposal", of the Lake Villa Village Code. The Village's current contract with Waste Management will expire at

the end of April 2024. The Village and Township received three responses to its joint RFP. Waste Management, Groot, and Lake Shore Recycling (LRS) each submitted responses to the RFP. LRS was the only bidder to maintain leaf vacuum service during the fall months. At the December 18, 2023 Village Board meeting, staff presented the two bid options to the Board and received direction to proceed with LRS to maintain current service within the Village.

It was moved by Trustee Nielsen and seconded by Trustee Bartlett to approve Ordinance 2024-02-04 approving a contract with Lakeshore Recycling Services for Residential Refuse and Recycling Collection Services.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Discussion: Village Communications Policy & Strategy

Village Staff reviewed a brief presentation regarding the current Social Media Policy and Communications Strategy for the Village. An overview of the Village's communication modalities, schedule, and current opportunities was presented. This item is being scheduled for discussion based on feedback provided by Village Trustees.

Old Business: A discussion was held regarding Heritage Parkway and Nielsen Road and the classification of Public vs Private roadways with a segment of public roadway sitting inside of 2 private sections roadway. Options were presented by the Village Attorney.

Executive

Session: It was moved by Trustee O'Reilly and seconded by Trustee Bartlett to go into an Executive Session at 8:38pm

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

Discussion: At 8:51 on a motion by Trustee Nielsen, seconded by Trustee McCollum, the Village Board reconvened. The Village was informed that the contract between District 41 and a management company have severed ties therefore the Village Administrator presented the concept of teaming with the School District to create a committee to best serve all interests.

Adjournment: It was moved by Trustee O'Reilly and seconded by Trustee McCollum to adjourn at 9:05 pm.

ROLL CALL VOTE WAS:

AYES: 4 (Nielsen, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 2 (Barbato, Savell)

ABSTAIN: 0

MOTION CARRIED

APPROVED BY ME THIS 4th March, 2024

A handwritten signature in blue ink, appearing to read "James McDonald", written over a horizontal line.

JAMES MCDONALD, MAYOR

A handwritten signature in blue ink, appearing to read "Mary Konrad", written over a horizontal line.

MARY KONRAD, CLERK