

**VILLAGE OF LAKE VILLA  
VILLAGE BOARD  
REGULAR MEETING  
June 3<sup>rd</sup>, 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, Chief of Police Rochelle Tisinai, Village Administrator Mike Strong, Assistant to the Village Administrator Jake Litz, Village Attorney Rebecca Alexopolus, Public Works Supervisors Ryan Horton and Jim Bowles. Trustee Savell and Trustee Barbato 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:** It was moved by Trustee O'Reilly and seconded by Trustee McCollum to approve the May 20<sup>th</sup>, 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**

**Finance:** It was moved by Trustee Nielsen and seconded by Trustee Bartlett to approve the Accounts Payable Report for June 3<sup>rd</sup>, 2024 in the amount of \$113,058.09

**ROLL CALL VOTE WAS:**

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

**NAYS:** 0

**ABSENT:** 2 (Barbato, Savell)

**ABSTAIN:** 0

**MOTION CARRIED**

**Mayor:** Concert Series begins

**Staff Reports:** Public Works reported the Grand Avenue project is in the Asphalt phase, as well as the temporary Oak Knoll access road will be removed and the north side sidewalk will be created. The Water Tower project was a success. The crew that performed removal and lowering demonstrated the highest level of professional expertise. The tower was lowered 11' and with good weather there were no alignment issues. Seasonal help has started.

The Police Department participated in the Torch Run with a strong showing from our department. The run went from Lehmann Mansion to the corner of Monaville and Rt 83 where the torch was passed to Round Lake Beach.

Reminder that the new LRS Garbage pick up will be on Fridays beginning June 7<sup>th</sup>. If a resident has already requested a different size can once delivered, LRS is fulfilling those

requests as supplies comes in, however, if a request is now made, there will be a \$25 service fee.

***New Business:* Ordinance 2024-06-01: An Ordinance Granting a Zoning Variation for a rear-yard setback relative to 123 Balsam Court**

The Village Board conferred on the approval of a zoning ordinance variation for 123 Balsam Ct. The petitioner is seeking approval from the required rear yard setback to allow the construction of an addition to the single-family home. The proposed addition would extend the home by 4 feet, 8 inches (4'8") relative to the rest of the house. The subject property sits on a cul-de-sac on Balsam Ct. and Blue Spruce Ct. The existing single-family homes current rear-yard setbacks is non-conforming to Residential (R2) use.

The Zoning Board of Appeals reviewed the petitioner's request during their regular meeting on May 16, 2024, and recommended approval via a 5-1 vote of the setback variation based on findings of fact outlined in the Ordinance.

It was moved by Trustee O'Reilly and seconded by Trustee Bartlett to approve Ordinance 2024-06-01 A Zoning Ordinance Variation relative to 123 Balsam Court.

**ROLL CALL VOTE WAS:**

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

**NAYS: 0**

**ABSENT: 2 (Barbato, Savell)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Ordinance 2024-06-02: ComEd Franchise Agreement Renewal**

The Village Board conferred on approving Ordinance 2024-06-02 approving a new franchise agreement with Commonwealth Edison ("ComEd"). The Village's existing franchise agreement with ComEd expired in 2022.

In short, franchise agreements between a municipality and utility provider aim to ensure equitable access to the utility's services in exchange for consideration or compensation. These agreements are typically unique for each utility provider (e.g. electric, gas, cable, etc.), and long-term (15-50 years). Through a franchise agreement, a utility company (Franchisee) gains access to rights-of-way and easements to operate and maintain its infrastructure and utility systems. In exchange for this access, the Franchiser (Municipality) is equitably compensated for providing access. Importantly, while access is afforded through a franchise agreement, utility companies are still obligated to submit plans and specifications to the Village when repair work takes place.

Attached to the Ordinance is a copy of the franchise agreement renewal with ComEd which sets forth various rights, obligations, and performance guarantees for the parties. In exchange for access, the Village is compensated through a fee that is collected by ComEd and redistributed to the Village ("*Franchise Fee*"). On average, the Village receives approximately \$300,000 per year in electricity utility taxes. Additionally, municipal ComEd accounts for buildings and structures that are used for public purposes (e.g. public works, Village Hall, parks facilities) are provided "free electricity" by ComEd.

It was moved by Trustee Nielsen and seconded by Trustee O'Reilly to table Ordinance 2024-06-02 authorizing Commonwealth Edison Company to use the public way and other public property in conjunction with its construction, operation and maintenance of an electric system and through the Village of Lake Villa.

**ROLL CALL VOTE WAS:**

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

**NAYS: 0**

**ABSENT: 2 (Barbato, Savell)**

**ABSTAIN: 0**

**MOTION CARRIED**

**Approval: Award of Bid to Peter Baker & Son Co. for 2024 Road Resurfacing Program**

Pursuant to Village Board authorization, Staff moved forward with the design of the 2024 Road Resurfacing Program with Baxter & Woodman, the streets engineering firm, who have completed the design for the 2024 program.

Five (5) bids were received by deadline for the 2024 Road Resurfacing Program. They ranged from \$503,172 to \$864,838, which included the full scope of work of pavement resurfacing, patching, curb and sidewalk repair along needed roadways. The Village Board was presented a recommendation letter provided by the Village Engineer to award the 2024 Road Resurfacing Project to Peter Baker & Sons in the amount of \$503,171.75.

It was moved by Trustee Nielsen and seconded by Trustee Bartlett to award a contract to Peter Baker & Sons Co. in the amount of \$503,171.75 for the Village's 2024 Road Resurfacing Program.

**ROLL CALL VOTE WAS:**

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

**NAYS: 0**

**ABSENT: 2 (Barbato, Savell)**

**ABSTAIN: 0**

**MOTION**

**Resolution 2024-01-01: Resolution Regarding Closed Session Minutes and Audio of the Village Board of Trustees**

The Village Board conferred on Resolution 2024-06-01 regarding Executive Session Minutes. The Resolution approves executive session minutes that have not been approved by the Village Board, maintains confidentiality for all approved executive session minutes and approves the destruction of recordings of all executive session recordings older than 18 months that are not subject to possible litigation. The list of these executive session minutes and recordings are listed as exhibits in the Resolution. Pursuant to State Law, the Village Board is required to review and act relative to executive session minutes which have not been approved at least every six months. The Village Board previously approved executive session minutes at the January 16, 2024, Village Board meeting.

It was moved by Trustee O'Reilly and seconded by Trustee McCollum to approve Resolution No. 2024-06-01 regarding Closed Session Meeting Minutes and Audio.

**ROLL CALL VOTE WAS:**

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

**NAYS: 0**

**ABSENT: 2 (Barbato, Savell)**

**ABSTAIN: 0**


**MOTION**

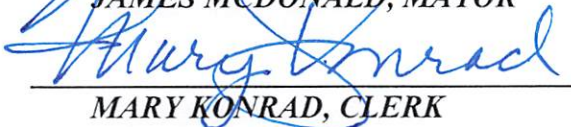
### **Discussion: Fee Schedule Implementation**

The Village Board heard a staff presentation regarding the adoption of a comprehensive Fee Schedule for the village. Currently, all individual fees the Village charge are written throughout the Village Code. Fines for penalties are assessed in the same manner. A major challenge with the current Village Code is that fees are not clearly located and understood by Village personnel and the public. With the assistance of the Village Attorney, a comprehensive centralized easily navigable/searchable fee schedule has developed. It was recommended that this new Fee Schedule be reviewed annually. Centralizing these items into one schedule is just the first step in this process.

*Adjournment:* It was moved by Trustee Nielsen and seconded by Trustee McCollum to adjourn at 8:08pm

APPROVED BY ME THIS 17th June, 2024

  
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JAMES MCDONALD, MAYOR

  
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MARY KONRAD, CLERK