

**VILLAGE OF LAKE VILLA
VILLAGE BOARD
REGULAR MEETING
July 15th, 2024**

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

Present: Mayor McDonald, Village Clerk Konrad, Trustees: Nielsen, Barbato, O'Reilly, Bartlett, and McCollum, Chief of Police Rochelle Tisinai, Village Administrator Mike Strong, Assistant to the Village Administrator Jake Litz, Village Attorney Rebecca Alexopoulos, Public Works Supervisors Ryan Horton and Jim Bowles. Trustee Savell was absent.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Public Comment: None

Minutes: It was moved by Trustee Bartlett and seconded by Trustee McCollum to approve the July 1st, 2024 Village Board Meeting Minutes as amended.

ROLL CALL VOTE WAS:

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

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 2 (Nielsen, Barbato)

MOTION CARRIED

Finance: It was by Trustee Nielsen and seconded by Trustee Barbato to approve the Accounts Payable Report for July 15th, 2024 in the amount of \$382,788.00

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Mayor: Picnic in the Park will be July 27th. 6-9pm at Lehman Park. 'Stu the Piano Man' will be performing.

Staff Reports: Public works reported that the Grand Ave project is progressing with the sidewalk continuing. The new Dump Truck as been picked up and will be named by our Queens. Bike Rodeo will be held this Saturday 10-Noon at Loffredo Park. A bike will be raffled off. There will be a Zoning Board meeting July 18th, to discuss the Pines II subdivision. WGN Hometown day is August 29th. They will be profiling Lake Villa.

New Business: **Ordinance 2024-07-05 Amending the Employee Handbook.**

The Village Board will conferred on the approval of an ordinance amending the Employee Handbook. The proposed changes include the following:

- Adding an additional sick day annually (11 to 12 days).
- Eliminating the annual sick time buyback program.
- No cap will be applied to banked sick time.
- Adjusting the sick time payout upon retirement allowing for Employees hired prior to November of 2014 will be eligible for a payout of their banked sick time up to 960 hours.

It was moved by Trustee Barbato and seconded by Trustee Bartlett to approve Ordinance 2024-07-05 amending the Employee Handbook.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Approval: Salary Classification and Pay Plan for FY2025

The Village Board is asked to consider approving an updated Salary Classification and Pay Plan for FY2025. The changes to the Salary Classification and Pay Plan for FY2025 reflect the following:

- addition of an Administrative Clerk (Pay Grade - 011)
- addition of an Administrative Analyst (Pay Grade - O14)
- reclassification of the Finance Clerk position from a Pay Grade - O10 to - O11

The Village Board approves salary classification and pay plan changes on an annual basis. However, with the addition of the Administrative Analyst and Administrative Clerk positions, staff is recommending formally adopting these changes. Upon approval, staff will advertise and fill the Administrative Analyst position, the Administrative Clerk position will be filled by an existing staff member, and the Finance Clerk position will be vacant.

It was moved by Trustee Nielsen and seconded by Trustee McCollum to approve a salary classification system and pay plan for FY2025.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Resolution 2024-07-01: A Resolution Supporting the Village's Application for the Rebuild Downtowns & Main Street Capital Grant Program

The Village Board conferred on the approval of Resolution 2024-07-01 supporting a grant application for the Rebuild Downtowns & Main Street Capital Grant Program that is sponsored by the Department of Commerce & Economic Opportunity. The grant being submitted is to support a mixed-use commercial development in the Downtown TIF District and other public improvements in the downtown business district.

It was moved by Trustee O'Reilly and seconded by Trustee Barbato to approve Resolution 2024-07-01 A Resolution Supporting the Village's Application for the Rebuild Downtowns & Main Street Capital Grant Program

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Discussion and Approval: FY2025 Curb and Sidewalk Program

The Village Board discussed to the Curb and Sidewalk Replacement program for FY2025. The Village has received a proposal from Suburban Concrete who will be in the Village through the week of July 15, working for Peter Baker & Sons as their subcontractor for concrete work associated with the pavement resurfacing project in the Savanna Springs neighborhood. Suburban Concrete, who has done work for the Village in the past, submitted a proposal of \$10/square foot for sidewalks and \$37/linear foot for curb replacement. Staff has identified approximately 1,100 linear feet of curb replacement and 3,200 square feet of sidewalk for the FY2025 program. Staff is seeking direction on whether to waive the bidding process to secure this Contractor given their work within the community and proximity, or to formally rebid the FY2025 program for the late summer/fall.

It was moved by Trustee Nielsen and seconded by Trustee O'Reilly to waive bidding process and approve a contract with Suburban Concrete in an amount not-to-exceed \$82,000 for the annual curb and sidewalk program.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Old Business:

Ordinance 2024-07-04: An Ordinance 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

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

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 and are long-term (15-50 years). Through a franchise agreement, a utility company gains access to rights-of-way and easements to operate and maintain its infrastructure and utility systems. In exchange for this access, the municipality is equitably compensated for providing access. Utility companies are still obligated to submit plans and specifications to the Village when repair work takes place. On average, the Village receives approximately \$300,000 per year in electricity utility taxes.

It was moved by Trustee Bartlett and seconded by Trustee McCollum to approve Ordinance 2024-07-04 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: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

ABSTAIN: 0

MOTION CARRIED

Adjournment: It was moved by Trustee Nielsen and seconded by Trustee Barbato to adjourn at 8:03 pm.

ROLL CALL VOTE WAS:

AYES: 5 (Nielsen, Barbato, O'Reilly, Bartlett, McCollum)

NAYS: 0

ABSENT: 1 (Savell)

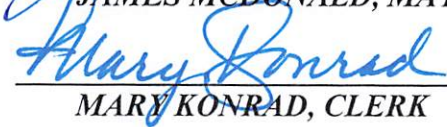
ABSTAIN: 0

MOTION CARRIED

APPROVED BY ME THIS 19th August, 2024



JAMES MCDONALD, MAYOR



MARY KONRAD, CLERK