



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Board of Trustees Meeting

June 13, 2019

Call to Order

The meeting was called to order at 7:30pm

Roll call was answered by Trustees Harlfinger, Bogdanowski, Bojarski, Dustin, Huckins, Murphy, and President Ruzanski.

Also present were Village Administrator Jennifer Clough, Assistant Village Administrator/Finance Director Shane Johnson, Chief of Police Dave Brey, Public Works Director Dan Kaup, Director of Community Services Fred Mullard, Village Attorney Brad Stewart and Deputy Village Clerk Nancy Sujet.

Pledge of Allegiance was led by President Ruzanski.

President Ruzanski addressed the Village Board – He stated that he was looking forward to Monday’s Economic Development meeting. Staff has good information to share with the Board and he is hoping for good conversations. He stated that he feels responsible for letting Tuesday’s Committee of the Whole meeting get to the point of breaking down and losing site of the business at hand. As President, I am aware that one of my main responsibilities is to not let that happen. As a reminder, I asked myself just why did the residents elect me, and more importantly, what are the expectations. My answer was simply this: They expect me to act in a manner consistent with “ethical behavior” at all times. Just how is that character trait defined? According to Mr. Webster, it goes like this: Ethical behavior is defined as “acting in ways consistent with what society and individuals typically think are good values.” In addition, ethical behavior tends to be good for business, and involves demonstrating respect for key moral principles that include honesty, fairness, equality, and individual rights. These are all very important character traits to possess, but to me, the one that sticks out the most is respect. Without it, we have nothing. With that said, from here on, you have my pledge to always follow the definition and I ask you all to honor that pledge as well. Thank you and let us get to the business at hand.

Trustee Harlfinger stated well said. He also stated that he has always tried to keep composure and sometimes frustration gets the best of people. I am not apologizing for what I actual said because I stand behind all conditions, but as far as the actions themselves, I did let the frustration overflow on that end and I do apologize to this board and staff for that. He thanked the Village President for coming in front of the board and making that statement.

Public Comment on Agenda Items: None

Consent Agenda

A. Motion to accept and place on file the minutes of the May 21, 2019 Committee of the Whole meeting.

B. Motion to accept and place on file the minutes of the May 23, 2019 Village Board meeting.

Motion to approve Consent Agenda items A and B was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustees Dustin, Bojarski, Harlfinger, Murphy, Bogdanowski, and Huckins voted Aye. No Nays. Motion carried.

Omnibus Agenda

The Omnibus Agenda is comprised of several items which will be acted upon in one Motion unless any Trustee wishes to remove one or more items from the Omnibus Agenda. For members of the public, the agendas have been posted and copies are available during the meeting if you are not sure what items are included on the Omnibus Agenda. Let staff know if you wish to obtain a copy before the Board takes action on the Omnibus Agenda.

- A. Motion to approve the Raffle License Request and waive the fidelity bond requirement for EAA Chapter 790.
- B. Motion to accept the Comprehensive Annual Financial Report, Auditor's Communication to the Board of Trustees, Management Letter Required per Illinois Compiled Statutes, and the Police Pension Annual Financial Report all of the fiscal year ended December 31, 2018.
- C. Motion to approve and authorize the Chief of Police to execute the Service Agreement with Duncan Solutions for Automated Ordinance Citation Processing System.
- D. Motion to pass Ordinance 2019- ____, An Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Lake in the Hills.
- E. Motion to establish the purpose, composition, and approve formation of an Ad Hoc Committee to propose changes to the Village's sign ordinance.

Trustee Murphy made a motion to remove Item E.

Motion to approve the Omnibus Agenda items A-D was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustees Bogdanowski, Dustin, Murphy, Huckins, Harlfinger, and Bojarski voted Aye. No Nays. Motion carried.

Approval of the Schedule of Bills:

Motion to approve the June 14, 2019 Schedule of Bills total of all funds \$387,077.10 was made by Trustee Bogdanowski and seconded by Trustee Huckins. On roll call vote Trustees Harlfinger, Bojarski, Murphy, Huckins, Dustin, and Bogdanowski voted Aye. No Nays. Motion carried.

Village Administrator and Department Head Reports:

Village Administrator Jennifer Clough reminded the Board that the Economic Development Strategy meeting will be held Monday, June 17th. Dinner will be at 6:30pm at the pavilion, weather permitting, and the meeting will begin at 7pm and scheduled to go until about 9pm. She stated that staff has about 30 minutes of presentations and recommendations for the Board and then time for the board to discuss and give staff direction.

Village Administrator Clough also stated that she had sent an email out regarding some ongoing complaints and concerns that the Village is receiving regarding odors and noise in the industrial area. Just wanted to let the Board know that staff is responding to those concerns.

Village Administrator Clough stated that there was a Public Hearing on Monday for SSA 51, staff has responded to a few customers in that area who had questions and concerns. Just wanted to advise the Board that there are some customers looking for clarification since they have not been involved in the process. Trustee Huckins was surprised that a few of those residents did not receive notification that this process was going on. Village Administrator Clough stated that early letters were mailed and then hand delivered.

There are some tenants that received the information instead of the owners. Trustee Huckins asked if there have been any written objections to this process. Village Administrator Clough stated that the few individuals that have contacted the Village in the past few days, yes. They are in general opposed to what is taking place.

Trustee Bogdanowski asked if the complaints for the industrial park are new or old. Village Administrator Clough stated that they are not. The source of the odor complaints are a different business but in general it is the same group of neighbors that have concerns about the industrial park in general.

Assistant Village Administrator/Finance Director Shane Johnson let the Board know that if anyone needed/wanted a hard copy of the Financial Report to just let him know and he will provide them with a copy.

Board of Trustee Reports:

Trustee Huckins thanked Staff, Police Department, and Public Works for their work in preparation regarding the Pub in the Park. Trustee Huckins stated that it is hard to get the volunteers together a head of time, in regards to the concerns that the Police Department has, but that the same volunteers will be at the event. Trustee Huckins asked if he needs to meet with Public Works Director Dan Kaup or Street Superintendent Guy Fehrman regarding the changes to the layout. Public Works Director Dan Kaup stated that he will reach out to Guy regarding the layout changes.

Trustee Dustin asked if there will be a Planning & Zoning Commission meeting on Monday. Director of Community Services Fred Mullard stated yes and that it will be starting at 6pm.

Village President's Report:

A. Appointment – Planning & Zoning Commission – John Murphy (06-13-19 to 04-30-20). Motion was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustees Harlfinger, Dustin, Bogdanowski, Murphy, Huckins, and Bojarski voted Aye. No Nays. Motion carried.

Chief Brey sworn in John Murphy.

B. President Ruzanski read the proclamation for Municipal Bicycle Week, which is the week of June 21 to June 28, 2019.

Unfinished Business

E. Motion to establish the purpose, composition, and approve formation of an Ad Hoc Committee to propose changes to the Village's sign ordinance was made by Trustee Huckins and seconded by Trustee Bogdanowski.

Trustee Murphy stated the reason she pulled the item was that prior discussion took place regarding feather signs, small businesses and Dino's. Some of our small businesses in the area that are not on Randall Road or in a high visible area, how do we help them advertise. Could it be feather signs and the question came up as to why are feather signs not allowed, no one knew the answer. Trustee Murphy feels that with the proper direction the Planning & Zoning Committee, along with the assistance of staff, is perfectly capable of reviewing some of those items in the sign ordinance and there is no need for a separate committee.

Trustee Bogdanowski stated that he has no issue with the Committee itself, just how can we be the most efficient. He feels everyone agrees that this ordinance needs to be looked at and that the businesses need to be involved. Trustee Bogdanowski suggested that a survey is sent to the businesses focusing primarily on the sign ordinance. What changes would the businesses like to see?

Trustee Huckins agrees with Trustee Bogdanowski regarding the survey. He feels that some businesses do not even realize there is a sign ordinance. He stated that Hobby Town could not even put a sign on their property because of the sign ordinance. There was a sign on the building but could not put a sign from the street. How can we benefit the businesses instead of issuing them citations? The Village Board asked Planning & Zoning to revise an ordinance without giving them any direction.

Trustee Harlfinger stated that streamlining the process is good. He likes Trustee Bogdanowski's idea regarding the survey and asked if the moratorium needs to be extended. Discussion took place regarding extending the moratorium until the end of the year.

Trustee Bojarski asked if there have been any resident complaints about the business signs or anything. Village Administrator Clough stated that she is not aware of any sign complaints. Trustee Bojarski would also like to know how the villages sign ordinance compares to Huntley, Crystal Lake & Algonquin. Village Administrator Clough stated that an analysis was completed and presented to the Planning & Zoning Committee. She will provide the analysis to the Village Board.

Village Attorney Stewart stated that the motion was made to establish a Committee and if the Board is going to pass the motion he recommends that staff include three guidelines to follow and should be incorporated into the motion. Again, that is only if the Board is moving forward with the motion, but if they are going to decline the motion then no guidelines are needed.

Trustee Bogdanowski suggested tabling the item until the survey is completed. Trustee Harlfinger suggested tabling it for 90 days. Village Attorney Stewart stated that the item could just come back up when needed so that there is no time line or the motion can be voted down. Trustee Bogdanowski would like to establish a timeline for the survey. Trustee Huckins asked if it would be feasible for staff to prepare a survey to send out to the business in the next 30 days. Village Administrator Clough stated yes.

On roll call vote Trustee Bogdanowski, Huckins, Bojarski, Harlfinger, Dustin, and Murphy voted Nay. No Ayes. Motion failed.

New Business

A. Motion to approve the Raffle License Request and waive the fidelity bond requirement for the People for Parks Foundation was made by Trustee Harlfinger and seconded by Trustee Dustin.

On roll call vote Trustees Dustin, Murphy, Bogdanowski, Harlfinger, and Bojarski voted Aye. No Nays. Motion carried.

Audience Participation: -

President Ruzanski informed the Board that Village Administrator Clough and himself will be meeting with Phil Stephan, Village President, and Jeannine Smith, Chief Administrative Officer, of the Village of Lakewood. They are putting an offer together for Lake in the Hills residents to participate with their Country Club. Trustee Harlfinger stated that we have had an agreement with them in the past for our residents. That this is something that past President Plaza had done.

Adjournment: Motion to adjourn was made by Trustee Murphy and seconded by Trustee Harlfinger. All were in favor of adjournment. The Village Board meeting adjourned at 8:05pm

Submitted by,

Nancy Sujet
Deputy Village Clerk