

Village of Winthrop Harbor
President and Board of Trustees

Regular Board Meeting

July 16, 2019 - 7:00 PM

Municipal Building – 830 Sheridan Road – Winthrop Harbor, IL

AGENDA

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION & PLEDGE**
- 4. APPROVAL OF PREVIOUS MEETING MINUTES**
 - i. July 2, 2019 Regular Board Meeting Minutes
- 5. OLD BUSINESS**
- 6. VILLAGE ADMINISTRATOR’S REPORT**
- 7. MAYOR’S REPORT**
 - i. EDC Appointment Recommendation – Amy Onan
 - ii. An Appointment Resolution – Appointing Amy Onan to the Economic Development Commission
 - iii. A Resolution Ratifying the Public Works Collective Bargaining Agreement
- 8. CLERK’S CORRESPONDENCE**
- 9. NEW BUSINESS – COMMITTEE REPORTS**
 - A. *Finance*
 - i. Accounts Payable Warrant 2019-5 in the Amount of \$176,934.41
 - ii. 2019-20 Annual Appropriation Ordinance
 - B. *Community Development*
 - i. Request Approval to Provide an Agreement to Lake County for Locating and Maintaining a Utility (Water Main) in the 9th Street Right of Way
- 10. PUBLIC HEARINGS**
- 11. UNFINISHED BUSINESS**
- 12. ADJOURNMENT**

07/11/2019 “No vote may be taken on any item which has not been listed on the Agenda for the meeting. Any matter not specifically listed on this Agenda, or brought up under “Unfinished Business” may be discussed by Board members at this meeting, but a vote on the matter shall be postponed until the next Board Meeting”.

Village of Winthrop Harbor
President and Board of Trustees Meeting
July 2, 2019
Village Hall Council Chambers

MINUTES

The meeting was called to order by Mayor Bruno

The following Elected Officials were present:

Mayor: Dr. Michael Bruno

Trustees: John Levin, Hartmutt "Fritz" Weiss, Alanna Whitmore

Also present:

Robert Long, Attorney
Greg Jackson, Village Administrator
Debra Melesio, Deputy Clerk

The Invocation was led by Mayor Bruno, followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

1 - A motion was made by Trustee Levin and seconded by Trustee Weiss to approve the **June 18, 2019 Regular Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

OLD BUSINESS

None Reported

VILLAGE ADMINISTRATOR'S REPORT

- Greg Jackson met with the Trustees to discuss Legalization of Cannabis and the decision to support a dispensary in our Village. It was a 50/50 split. More conversations to follow soon because a decision needs to be made.
- Gaming now allows businesses to have 6 machines versus 5. Betting amounts and payouts have increased.

Regular Board Meeting Minutes 7-2-19

- HVAC – Village Hall units had a 20-year expectancy and this was 7 years ago. Greg will make a presentation on 16th of July the budget and replacement of the units and a new roof.
- Greg, Lisa and Julie met with a consolidation company for water billing. He will present further information to the board.
- Press release for the farmer’s market.

MAYOR’S REPORT

RESOLUTION 2019-R-13 A Resolution Appointing Nigel Larson as a Part-time Maintenance (Seasonal-Recreation)

2 - A motion was made by Trustee Weiss and seconded by Trustee Whitmore to approve **Resolution 2019-R-13** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

CLERK’S CORRESPONDENCE

None Reported

NEW BUSINESS

Permission to use Village Property within the Triangle (NE corner of Sheridan Road and 7th Street) to Operate a Farmer’s Market, Waiving any and all Fees.

3 - A motion was made by Trustee Levin and seconded by Trustee Weiss Approving the use of Village property to Operate a Farmer’s Market, Waiving any and all Fees. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

Accounts Payable Warrant

4 - A motion was made by Trustee Weiss and seconded by Trustee Levin to approve **Accounts Payable Warrant W2019-4** in the amount of **\$59,743.61**. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)

Regular Board Meeting Minutes 7-2-19

Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

Approval of Mill Creek Nursery to Provide and Plant Forty (40) Trees for the Sum Not to Exceed \$15,850.00.

5 - A motion was made by Trustee Levin and seconded by Trustee Weiss to Approve Mill Creek Nursery to Provide and Plant Forty (40) Trees as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

Award Haas Tree Service as the Lowest Responsible-Bidder to Remove Three (3) Large trees for a Cost of \$4,995.00

6 - A motion was made by Trustee Levin and seconded by Trustee Weiss to Award Haas Tree Service as the Lowest Responsible-Bidder as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

A RESOLUTION 2019-R-12 Maintenance Under the Illinois Highway Code.

7 - A motion was made by Trustee Levin and seconded by Trustee Whitmore for a Resolution 2019-R-12 as presented. Mayor Bruno declared the motion carried on the following roll call vote.

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

Greg Jackson explained about the Capital Improvement Road Signs.

ADJOURNMENT

10 - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 7:16pm on the following roll call vote:

Ayes: (3) Levin, Weiss, Whitmore
Nays: (0)
Absent: (3) Hargett, Marabella, McCarthy
Passed: (0)

APPROVED:

DR. MICHAEL BRUNO, MAYOR

ATTEST:

DEBRA MELESIO, DEPUTY CLERK

Note: This is not a verbatim record.

REQUEST FOR BOARD ACTION

Date Referred to the Board: July 11, 2019



Originating Department: Community Development

Subject Matter: Economic Development Commission (EDC) Appointment Recommendation – Amy Onan

Summary and Background: The EDC voted unanimously on July 10/19 to recommend the appointment of resident Amy Onan to a vacant position on the Commission for a term ending April 30, 2022. Amy attended several EDC meetings over the past 6 months or so and has shown a keen interest in supporting the economic growth initiative of the village. We have attached a copy of Amy's resume for your reference.

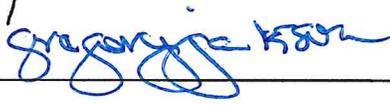
Financial Impact: N/A

Community/Neighborhood Impact: If appointed Amy would fill a vacant position on the EDC enabling that group to continue to serve the community in its intended capacity.

Documents Attached: Resume

Staff Recommendation: Staff recommends

Department Head Signature:  Date: July 11, 2019

Village Administrator Signature:  Date: 7 11 19

Amy Hernandez Onan

amyonan@gmail.com

42540 N Kenosha Road, Zion, IL 60099

847.533.4606

SUMMARY OF QUALIFICATIONS

- Recognized for strong communication skills with a customer service mind-set.
- Demonstrated ability to build solid relationships and partner with management.
- Able to prioritize multiple tasks and meet demanding deadlines.
- Areas of expertise include:
 - Office Administration
 - Project Management
 - Professional Presenter
 - Confidential Record Maintenance
 - Effective Problem Resolution
 - Computer Literacy

PROFESSIONAL EXPERIENCE

Zion Township, Zion

2019-Present

Case Manger/Administrative Support

- Primary role to work with Zion residents on Emergency Assistance and Resource awareness.
- Maintain 100% compliance with Emergency Assistance client files.
- Complete resources appointments for residents requesting services.

College of Lake County, Grayslake

2018- 2019

Career Specialist

- Primary contact for students and alumni with employability skills for job placement, coaching and development.
- Builds relationships with department chairs and faculty to collaborate and match students with current and future internships and jobs.
- Facilitate outreach activities and recruitment for perspective internships and jobs, community organizations and at college fairs along with managing provisional admission meetings and workshops.

One Million Degrees, Grayslake

2016-2018

Program Manager at the College of Lake County

- Build rapport with scholars and continuously engage and hold scholars accountable to personal, professional and academic goals, as well as OMD program expectations and requirements.
- Program implementation and data collection, engaging programming aimed at building scholar community, reinforcing and strengthen mindsets.
- Facilitate OMD outreach activities and recruitment for perspective scholars at schools, community organizations and at college fairs along with managing provisional admission meetings and workshops.

RESOLUTION 2019-R-

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF WINTHROP HARBOR, that:

SECTION ONE: The following person shall be and is hereby appointed to the Office set opposite his name:

Amy Onan - **Economic Development Commission**

SECTION TWO: Said appointment shall be for the term commencing from July 16, 2019 to April 30, 2022, or until her successor is appointed and qualified, whichever the case may be.

SECTION THREE: This Resolution shall be effective on its passage and signing, as provided by law.

ADOPTED AND SIGNED THIS 16th DAY OF July, 2019.

APPROVED:

DR. MICHAEL BRUNO, MAYOR

ATTEST:

JULIE RITTENHOUSE, VILLAGE CLERK

RESOLUTION 2019 – R -

**A RESOLUTION RATIFYING THE PUBLIC WORKS
COLLECTIVE BARGAINING AGREEMENT**

WHEREAS, the public works employees of the Village are organized under the International Union of Operating Engineers, Local 150, and

WHEREAS, the Mayor, the Administrator, the Superintendent of Public Works and the Village Attorney have met in negotiation sessions with the union representative and members of the bargaining unit, and

WHEREAS, the negotiations ultimately produced a draft agreement covering all aspects properly concerning the wages and job rules applicable to the members of the bargaining groups, and

WHEREAS, the union has presented the draft agreement to the bargaining group and the members have indicated through their attorney that it will shortly be ratified, and

WHEREAS, a redline version of the draft agreement aforesaid is attached hereto and made a part of this resolution by reference, and

WHEREAS, it appears to the corporate authorities that the final draft agreement, now presented to the Village Board for final ratification is fair, reasonable and in the best interests of the Village of Winthrop Harbor and its citizens,

NOW THEREFORE, BE IT RESOLVED by the Village of Winthrop Harbor, Lake County, Illinois, as follows:

SECTION ONE: The draft collective bargaining agreement between the International Union of Operating Engineers Local 150 and the Village of Winthrop Harbor covering the public works employees from May 1, 2019 through April 30, 2022 be and is hereby ratified in substantially the same form as that attached hereto.

SECTION TWO: The Mayor and Clerk are hereby authorized and directed to execute the final clean copy of the collective bargaining agreement aforesaid, on behalf of the Village.

SECTION THREE: This resolution shall take effect immediately upon passage.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WINTHROP HARBOR,
ILLINOIS, ON THIS ____ DAY OF _____, 2019.

ATTEST:

DR. MICHAEL BRUNO, MAYOR

JULIE RITTENHOUSE,
VILLAGE CLERK

REQUEST FOR BOARD ACTION

Date Referred to the Board: July 11, 2019



Originating Department: Community Development

Subject Matter: Request approval to provide an agreement to Lake County for locating and maintaining a utility (water main) in the 9th Street Right of Way.

Summary and Background: The property owner at 2705 9th Street wishes to establish village water service by hooking up to our existing water main located in front of their property in the County right of way. As a condition of approving a permit to conduct the work in the County right of way, the County requires the village to agree to the terms outlined in the attached.

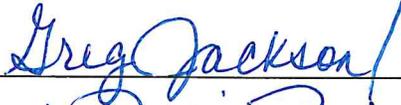
Financial Impact: This will establish a new water service account, increasing revenues.

Community/Neighborhood Impact: It is in the interest in the village to add users to the existing water service infrastructure to increase revenue and spread the cost of maintaining the system.

Documents Attached: Lake County DOT Form – Municipal Utility/Facility Acceptance on a County Highway

Staff Recommendation: Staff recommends.

Department Head Signature:  Date: July 11, 2019

Village Administrator Signature:  Date: 7/11/19

By: 



600 W. Winchester Road
Libertyville, IL 60048
Telephone: 847 377 7400

MUNICIPAL UTILITY/FACILITY ACCEPTANCE ON A COUNTY HIGHWAY

(Please print or type)

APPLICANT (Name and address): VILLAGE OF WINTHROP HARBOR
830 SHERIDAN RD, WINTHROP HARBOR, IL 60096 Telephone Number: 847-872-9699

being a municipal corporation in the State of Illinois, County of Lake, hereby requests permission from the County Engineer of Lake County to locate and maintain the below described Municipal Utility/Facility within the right-of-way limits of a County Highway in accordance with the Lake County, IL Code of Ordinances, as amended.

This Municipal Utility/Facility is described as follows:

1. Name of County Highway: A4 9th STREET
2. Location (distance from nearest intersection, which side of road, etc.): Property is located on the south side of 9th street approximately 250 feet west of Monroe Avenue in Winthrop Harbor
3. Type of Municipal Utility/Facility (watermain, sidewalk, etc.): Watermain located in the 9th street right of way.
4. Utility/Facility to be constructed by: Municipal Crews (contact person): _____
 Contractor (name, address, telephone): Biaji Plumbing Corp. 847-263-1616
3815 Grandville Ave, Gurnee IL 60031
 Developer (name, address, telephone): _____
 Other (name, address, telephone): _____
5. Comments (if needed): The property owner at 2705 9th st. wishes to tap into the village's existing water main located in the County right of way.

NOTE: This Acceptance is subject to the General Conditions as printed on the reverse side of this form. The Application is only valid when an original signature is provided on page 2.

**GENERAL CONDITIONS FOR MUNICIPAL UTILITY/FACILITY ACCEPTANCE
ON A COUNTY HIGHWAY**

1. In submitting this Acceptance, the Municipality agrees to comply with the various policies, conditions and requirements of the Lake County Division of Transportation, whether written or verbal and the Lake County, IL Code of Ordinances, as amended.
2. The Municipality shall supply, at its expense, such information or submittals as may be required for review and to make such changes or revisions as required by the Lake County Division of Transportation.
3. Lack of an immediate response to this application form or any information or submittals supplied for review and/or comment shall not be construed as approval or acceptance by the County Engineer or the Lake County Division of Transportation, nor shall they be held responsible for any costs or delays due to the processing time required.
4. The review of the Municipal Utility/Facility shall be based on the primary use of the County Highway right-of-way for the safe and efficient movement of vehicular traffic and the maintenance and improvements needed to support such primary use.
5. The Lake County Division of Transportation shall not be responsible for providing room within the County Highway right-of-way for the Municipal Utility/Facility.
6. This Acceptance does not relieve the Municipality from complying with any statutes, regulations, ordinances or administrative orders of the Federal, State or County Governments or any political subdivision or administrative agencies that may apply to the Municipal Utility/Facility.
7. The Municipality shall obtain permission from the legal property owner of the County Highway right-of-way where the Municipal Utility/Facility will be located.
8. Unless otherwise stated in the issued Highway Permit, the Municipality and its successors and assigns shall be responsible for the following:
 - a. The operation and maintenance of the Municipal Facility within the County Highway right-of-way. Such operation and maintenance shall include keeping the Municipal Facility in a safe condition for use by the Public, not creating any hazardous conditions, providing any special maintenance which may include cleaning ice and snow from sidewalks or bike paths or additional mowing of adjacent turf areas, making changes or revisions to the Municipal Facility needed because of the maintenance operations of the Lake County Division of Transportation or use of the County Highway right-of-way by the General Public and restoring portions of the County Highway right-of-way disturbed by repairs, maintenance, extensions, service connections, and/or other work done to the Municipal Facility without a Highway Permit being issued.
 - b. Any additional costs to the County of Lake and/or its Division of Transportation for road improvements and/or maintenance work due to the location and/or use of the Municipal Facility within the County Highway right-of-way. Such costs can include adjustments needed to the Municipal Facility to accommodate said road improvements and/or maintenance work and/or damage to County Property and/or equipment.
 - c. For indemnifying, defending and holding harmless the County of Lake and the Lake County Division of Transportation including their elected and duly appointed officials, agents, employees and representatives from and against any and all claims, suits, actions, losses, expenses, damages, injuries, deaths, judgments and demands arising from and relating to the location and/or use of the Municipal Facility within the County Highway right-of-way regardless of any limitations of insurance coverage.
 - d. Other items as specified in the Lake County, IL Code of Ordinances, as amended.
9. If a separate application is made by an Applicant other than the Municipality to construct the Utility/Facility, then the Municipality, by submitting this Acceptance form, hereby acknowledges that it will become the successor or assign of this Applicant for the said Utility/Facility.

ATTEST:

FOR THE MUNICIPALITY:

Municipal Clerk

By: _____
Municipal Mayor/President

Date: _____