

Village of Winthrop Harbor  
President and Board of Trustees  
**Regular Board Meeting**

February 4, 2020 - 7:00 PM

*Municipal Building – 830 Sheridan Road – Winthrop Harbor, IL*

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**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. INVOCATION & PLEDGE OF ALLEGIANCE**
- 4. ABSENT OFFICIALS WISHING TO ATTEND REMOTELY**
- 5. APPROVAL OF MINUTES OF PREVIOUS MEETING OR MEETINGS**
  - i. January 21, 2020 Regular Board Meeting Minutes
- 6. MAYOR'S REPORT**
- 7. VILLAGE ADMINISTRATOR'S REPORT**
- 8. CLERK'S CORRESPONDENCE**
- 9. OLD BUSINESS**
- 10. NEW BUSINESS – COMMITTEE REPORTS**
  - A. *Finance*
    - i. Accounts Payable Warrant 2019-17 in the Amount of \$97,058.78
  - B. *Community Development*
    - i. An Ordinance Formally Adopting the Zoning Map for the Village of Winthrop Harbor
  - C. *Public Works*
    - i. Request Approval to Approve the Sixth Amendment to Water Supply Contract
- 11. PUBLIC COMMENT**
- 12. UNFINISHED BUSINESS**
- 13. CLOSED SESSION for any lawful purpose including but not limited to:**
  - i. Appointment, employment, discipline, performance or dismissal of specific employees;
  - ii. Collective Bargaining matters or consideration of salary schedules for one or more classes of employees;
  - iii. Selection of person to fill a public office or discipline, performance or removal of the occupant of a public office where authorized to appoint or remove the official;
  - iv. Purchase or lease of real property or setting of a price for sale or lease of municipal property;
  - v. Review of closed session minutes
  - vi. Litigation, pending or probable
- 14. OPEN SESSION**
- 15. ADJOURNMENT**

1/31/2020 "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  
**January 21, 2020**  
Village Hall Council Chambers

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## **MINUTES**

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The meeting was called to order by Mayor Bruno at 7:00 PM

The following Elected Officials were present:

Mayor: Dr. Michael Bruno

Trustees: Buddy Hargett, John Levin, Dana McCarthy, Hartmut "Fritz" Weiss, Alanna Whitmore

Also present:

Robert Long, Attorney  
Greg Jackson, Village Administrator  
Julie Rittenhouse, Village Clerk  
Joel Brumlik, Police Chief

The Invocation was led by Rob Jasinski from North Point Church, followed by the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

1 - A motion was made by Trustee McCarthy and seconded by Trustee Weiss to approve the **January 7, 2020 Regular Meeting Minutes** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

### **OLD BUSINESS**

None Reported

### **VILLAGE ADMINISTRATOR'S REPORT**

- Wage Analysis – writing up the executive summary as well as the recommendations. Hope to have it completed for the first part of budget packages. There are 65-70 pages

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- We will be in Springfield next week for the State of the State Address. Meeting with some of our Legislators to move our agenda forward, especially when it comes to additional financing.
- We have 3 grants ready to take action, 2 from IDNR, 1 for parks and park equipment and 1 for trail fund activity. ComEd has just given us communication that they have grant money available for a number of projects, including Parks and Rec.

**MAYOR'S REPORT**

**ORDINANCE 2020-O-2 An Ordinance Amending §30.13, 30.20 and 32.04 of the Municipal Code of Winthrop Harbor Adding Rules for Remote Meeting Attendance by the Mayor, Trustees and Also Members of the Planning and Zoning Board**

2 - A motion was made by Trustee Hargett and Seconded by Trustee Weiss to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **ORDINANCE 2020-O-2** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**Kyle Wenzel's Request for a Liquor License for Harbor Brewing Company's Lakefront Craft Biergarten**

3 - A motion was made by Trustee Weiss and seconded by Trustee McCarthy to **Approve Kyle Wenzel's Request for a Liquor License for Harbor Brewing Company's Lakefront Craft Biergarten** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**CLERK'S CORRESPONDENCE**

None Reported

**NEW BUSINESS**

**Accounts Payable Warrant**

4 - A motion was made by Trustee Weiss and seconded by Trustee Levin to approve **Accounts Payable Warrant W2019-16** in the amount of **\$132,275.97**. Mayor Bruno declared the motion carried on the following roll call vote.

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**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**December 2019 Treasurer's Report**

5 - A motion was made by Trustee Weiss and seconded by Trustee Whitmore to approve **December 2019 Treasurer's Report** as presented. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**ORDINANCE 2020-O-3 An Ordinance to Extend a Water and Sewer Recapture Ordinance for Chuck Nelson for an Additional 5 (five) Years.**

6 - A motion was made by Trustee Weiss and Seconded by Trustee Levin to Set Aside the Rules of the President and Board of Trustees and Waive the First and Second Reading of **ORDINANCE 2020-O-3** and approve as submitted. Mayor Bruno declared the motion carried on the following roll call vote

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**Acceptance of a Grant from IDCEO for Bridge Construction at 3<sup>rd</sup> Street and Holdridge**

7 - A motion was made by Trustee Levin and seconded by Trustee Weiss the **Acceptance of a Grant from IDCEO for Bridge Construction at 3<sup>rd</sup> Street and Holdridge**. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**  
**Nays: (0)**  
**Absent: (1) Marabella**  
**Passed: (0)**

**Request Approval to Amend the Snow Removal Contract with Johnson Landscaping to Add Village Hall Complex**

8 - A motion was made by Trustee Levin and seconded by Trustee Whitmore to approve the **Request to Amend the Snow Removal Contract with Johnson Landscaping to Add Village Hall Complex**. Mayor Bruno declared the motion carried on the following roll call vote.

**Ayes: (5) Hargett, Levin, McCarthy, Weiss, Whitmore**

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**Nays:** (0)  
**Absent:** (1) Marabella  
**Passed:** (0)

**PUBLIC HEARINGS**

Leigh Gardella-Wood – 628 College Ave. – She has a concern. She and her husband are seeking a variance for parking on their property from the PZB. On Tuesday, December 10<sup>th</sup> she and her husband spoke and answered answers at the Planning and Zoning Board meeting. It was continued until the next meeting. On Friday, January 10<sup>th</sup>, four days before the next meeting, Leigh received a phone call from a close friend, saying Margo Nelson was at a local establishment openly discussing their variance. She was also discussing questions that had been asked, from vehicles in their garage, to unlicensed drivers to Shriner’s trailers that are kept on their property. Leigh believes everyone has a right to their opinion, however, Leigh feels like Ms. Nelson has her mind made up and that’s a huge concern. Leigh feels like Ms. Nelson put her family in jeopardy by telling people what she has in her garage and what they keep on their property. Leigh feels that any information provided at the meeting, should not be given out. On February 11<sup>th</sup>, Leigh gets to plead her case to the PZB Board and Leigh feels that due to Ms. Nelson’s actions, she should not have a seat on this board.

**UNFINISHED BUSINESS**

Trustee Levin – Fire Department

- Chief Stried provide a statistics report. They ended the year with 1,074 calls. With the manpower that they have, they’ve done a great job. Thanked the Fire Dept. for the great job, with a short staff

Trustee Whitmore – Recreation Department

- The Fun Fair is going to be February 29<sup>th</sup> from 11am-4pm. There will be about 30 games.

**ADJOURNMENT**

9 - A motion was made by Trustee Weiss and seconded by Trustee Levin to adjourn the meeting. Mayor Bruno declared the meeting adjourned at 7:12p.m. on the following roll call vote:

**Ayes:** (5) Hargett, Levin, McCarthy, Weiss, Whitmore  
**Nays:** (0)  
**Absent:** (1) Marabella  
**Passed:** (0)

**APPROVED:**

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**DR. MICHAEL BRUNO, MAYOR**

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**ATTEST:**

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**JULIE RITTENHOUSE, VILLAGE CLERK**

**Note: This is not a verbatim record.**

# REQUEST FOR BOARD ACTION

Date Referred to the Board: January 28, 2020



Originating Department: Community Development

Subject Matter: An Ordinance Formally Adopting the Zoning Map for the Village of Winthrop Harbor

Summary and Background: Annually as at December 31<sup>st</sup> the Village Zoning Map is reviewed and updated with changes made throughout the year. The review this year resulted in the following administrative changes;

1. Add address 1520 7th Street (Community Center)
2. Add address 615 North Avenue
3. Correct Zoning for 3021 James Avenue from R-5 to R-4
4. Update Map date to December 31, 2019

State Law requires that the Zoning Map be formally adopted by the Village Board and published by no later than March 31<sup>st</sup>.

Financial Impact: None.

Community/Neighborhood Impact: As stated in the adopting Ordinance, the Zoning Map identifies the official zoning for all lots, blocks and parcels of land within the village boundaries and is therefore vital in administering the village Zoning and Land Use codes.

Documents Attached: Proposed adopting Ordinance and proposed Zoning Map dated December 31, 2019.

Staff Recommendation: Staff recommends.

Department Head Signature:  Date: January 28, 2020

Village Administrator Signature:  Date: 

**ORDINANCE 2020 - \_\_\_\_\_**

**AN ORDINANCE FORMALLY ADOPTING  
THE ZONING MAP FOR THE VILLAGE OF WINTHROP HARBOR**

**WHEREAS**, the corporate authorities of this Village have annually adopted and published a proposed zoning map for the Village, in accordance with 65 ILCS 5/11-13-19, and

**WHEREAS**, the proposed zoning map for the year ended on December 31, 2019 has been created by the Village Engineer and has been reviewed and discussed by the Village Board, and

**WHEREAS**, the Village Attorney, the Community Development Director and the Chairman of the Planning and Zoning Board have further reviewed the map and recommended that the same be formally adopted by ordinance as the official zoning map of the Village of Winthrop Harbor, Illinois,

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

**SECTION ONE:** The zoning map prepared by the Village's engineering firm of Baxter & Woodman bearing effective date of December 31, 2019, and preparation date of January 23, 2020, be and hereby is adopted as the official zoning map of the Village of Winthrop Harbor, Illinois, and shall stand as the final expression of the corporate authorities of this Village as to the zoning of the various lots, blocks and parcels of land shown thereon as of December 31, 2019.

**SECTION TWO:** The Village Clerk is hereby directed to publish the official zoning map by linking it to the Village's website, to post a copy of it on the bulletin board at the front vestibule of Village Hall and to post it in such other places as may be convenient and likely to provide information on a relevant and timely basis to the public.

**SECTION THREE:** This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF WINTHROP HARBOR,  
ILLINOIS, ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
DR. MICHAEL BRUNO, MAYOR

\_\_\_\_\_  
JULIE RITTENHOUSE, VILLAGE CLERK



# REQUEST FOR BOARD ACTION



Date Referred to the Board: January 23, 2020

Originating Department: Public Works

## Subject Matter:

Request approval to approve the Sixth Amendment to Water Supply contract.

## Summary and Background:

The Village of Winthrop Harbor purchases its water supply from The Lake County Public Water District (LCPWD) and, in turn, supplies it to our residents. We are billed monthly through the LCPWD three (3) master meters. We are also contracted to fund maintenance needs for LCPWD through our Repair and Replacement (R&R) account. LCPWD is proposing to replace both of their generators, one at the main plant (350KW) and the other is at the low lift pump station (80KW). Both of which are over 22 years old and found to be in need of repair. The District Board has accepted a proposal from their contracted engineer to prepare bid specifications for the replacement of the generators and automatic transfer switches.

## Financial Background:

The estimated cost to complete this project is \$350,000 – \$450,00. The village's portion of this total would be 23.0769%. Based on the projected cost our payment cost would be \$80,769.12 (\$350,000) to \$103,846.08 (\$450,000). Funding for this would come from the District R&R account and need to be paid over a 12-month period. The LCPWD is proposing an amendment to the current contract that would amortize this project over five (5) years.

## Community/Neighborhood Impact:

The increase in our monthly bill would impact the entire village as we, as a village, are required to pay our portion of this maintenance item at the district. The Mayor & Board of Trustees could limit the impact and approve the amendment to spread the cost over five (5) years.

## Documents Attached:

Sixth Amendment to Water Supply Contract  
Talking Point notes from our Technical Committee Meeting 1/9/20  
Estimated Cost's Amortized over five (5) years

## Staff Recommendation:

Staff recommends approving the amendment as presented.

Department Head Signature:  Date: 1/23/20

Village Administrator Signature:  Date: 1/28/20

## TALKING POINTS:

### **Possible Water Plant Generator Replacement (R&R Funding):**

In regard to the replacement of the two District generators, one at the main plant (350KW) and the second at the low lift pump station (80KW). Both are over 22 years old and need to be replaced, due to age and parts availability, in addition, intermittent problems that cannot be reproduced when the service tech is onsite. This item has been on the tech meeting radar since 2016, after the main plant's generator engine was rebuilt.

The District's board accepted a proposal from Baxter and Woodman to prepare bid specifications for the replacement of the generators and automatic transfer switches, due to the above issues.

The estimated cost for this project is between \$350,000-\$450,000, which is based on the Zion Pump House 250KW generator, and transfer switch replacement that took place in 2018 in the amount of \$147,675.

The funding would come from the R&R account which under the current contract would need to be paid by the District's customers over a one-year/twelve month period. However, the District's board would like to propose an amendment to the customer's current contracts that would amortize the generator project over five years. Attached is the monthly estimated cost for the generator over 5 years.

TAKE TO BOARD

## ESTIMATED Cost's for generator replacement R&R Generator Cost's Amortized over 5 Years

Estimated cost of replacement                      \$350,000                      \$350,000                      \$450,000                      \$450,000

	R&R Allocation percentage	Estimated monthly payment W/O Amendment	Estimated monthly payment with Amendment	Estimated monthly payment W/O Amendment	Estimated monthly payment with Amendment
Zion	69.2308%	\$20,192.32	\$4,038	\$25,961.55	\$5,192
Village of Winthrop harbor	23.0769%	\$6,730.76	\$1,346.15	\$8,653.84	\$1,730.77
State of Illinois	7.6923%	\$2,243.59	\$448.72	\$2,884.61	\$576.92

The charge called "Repair and Replacement Contribution"; (R&R) is calculated annually. The "amount required for full funding" is determined by the District's consulting engineer estimates of the replacement cost of the District's waterworks facilities. This estimate is divided by 15 (which equates to two years' cost on an average thirty-year depreciation cycle for the facilities. The difference between the current R&R account balance is subtracted from the "Amount Required for Full Funding" computation above. This difference is the required amount needed for full funding. When there is an outstanding bond issue, the coverage (10%) from the availability charge, is credited to the R&R account thus reducing the required funding. The net difference is then multiplied by each customer's proportional share of plant capacity, by contract, (Zion 4.4/6.5) to obtain the funding required for the next fiscal year.

### Repair and Replacement Computation

