

Village of Riverwoods  
Board of Trustees Meeting  
June 15, 2021

**~~DRAFT~~**

Electronic Attendance:

Michael Clayton  
Liliya Dikin  
Andrew Eastmond (Arrived 7:40 pm)  
Michael Haber  
Henry Hollander  
Rick Jamerson  
Kris Ford, Mayor (Present at Village Hall)

Also Present Electronically:

Bruce Dayno, Police Chief (Present at Village Hall)  
Patrick Glenn, Village Engineer  
Bruce Huvad, Village Attorney  
Russ Kraly, Director of Community Services  
Hal Roseth, Village Treasurer  
Daphne Paras, Village Clerk (Present at Village Hall)

Call to Order: 7:30 pm

Document Approval:

Trustee Jamerson moved to approve the minutes of the June 1, 2021 Board of Trustees meeting. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Haber, Hollander, Jamerson (5)

NAYS: None (0)

Treasurer's Report

Mr. Roseth reported the interest rate environment is very bad but the Village's investment status is still good. The current blended rate is 1.33 percent which yields a \$125,000 cash flow. The new rates are 0.04 for treasury bonds. The Village has \$1.5 million coming due through September and will stay very short-term with those investments.

Engineer's Report

Mr. Glenn reported the water meter AMR upgrade may take place in August. There are a number of supply chain issues and the Village is just awaiting delivery of the equipment.

Director of Community Services Report

Mr. Kraly reported Mr. Skora has rebuilt his fence to code. The department is busy with a number of permit requests. He issued two red tags today on people doing work without permits.

### Plan Commission Report

Ch. Laurie Breitkopf reported the Plan Commission held a Public Hearing on June 3, 2021 to consider the request for a variation from the 30-foot side yard setback. After consideration, the Plan Commission voted in favor of sending a favorable recommendation to the Board.

### Police Report

Chief Dayno indicated the Police Activity Report is attached to the end of the minutes. He noted the Village recently auctioned off a retired police vehicle and received a check for \$19,303.98.

### Village Attorney's Report

Mr. Huvad has not received any recent inquiries about the 37 acres or Federal Life property. GMX and Thorntons had some discussion with the Lake County Department of Transportation. They are trying to put together the necessary documents for the Plan Commission.

The Open Meetings Act has a requirement that if the Governor renews the in-person meeting proclamation, it would be up to the Village President whether to extend the remote meetings. Mr. Huvad believes the Village will resume in-person meetings in July. Mayor Ford asked how remote participation could occur with in-person meetings. Mr. Huvad explained if there is a quorum, a Trustee could attend a meeting remotely if certain conditions are met. Mayor Ford asked for a poll of the Trustees. Trustee Jamerson would prefer a limit to the number of times a Trustee could attend remotely. Mayor Ford asked if there were any provisions for remote attendance by the public. Trustee Dikin believes there are a couple options, but she will test the solutions and report back to the Board. Mayor Ford noted Board and committee meetings will be in-person beginning July 1, 2021.

### Information Items from the President

Mayor Ford asked if any Trustees interested in attending the IML annual conference.

Mayor Ford and others will walk the campus on June 22, 2021 to make a final determination on when it will be open. She hopes for a grand opening mid-July.

### Visitors wishing to address the Board

Nicole Mayer, 1477 Shawnee Trail and Gregory Gleyzer, 1435 Shawnee Trail have both received violations for their culverts and rocks in their culverts. Ms. Mayer asked what could be done. She showed what the culvert looked like before anything was done. Ms. Mayer contacted the Village three times in 2018 and again in 2019 about her pipes. The culvert to the south was completely closed. Last year, Ms. Mayer replaced her culvert and added rocks so it was even with her neighbor. She noted the blocked culvert was replaced by the Village, but she had to pay

for her culvert to be replaced. Both Ms. Mayer and Mr. Gleyzer received a violation about the rocks. She noted the house at 1420 Shawnee Trail has rocks in their culvert. Ms. Mayer is a single mom and has continued to improve the property. She has a child with special needs and has exhausted her funds. She cannot pull all the rocks out of the culvert.

Dr. Gleyzer also received a violation for rocks in his culvert, but it is five years after he added rocks to his culvert. Dr. Gleyzer explained he had received a permit. He also made a number of improvements to his property. Dr. Gleyzer noted several other houses have rocks but are not receiving violations. Mayor Ford suggested appearing for an administrative hearing. Dr. Gleyzer believes the water flow has improved due to the improvements made.

Trustee Clayton noted the violation is for a ditch obstruction. Mr. Huvard explained there is a violation if the storm water is impeded. Mayor Ford suggested the administrative court is impartial and the Board meeting is not the correct forum.

Mr. Glenn explained he received a call from a resident in the area that expressed concern. At that time, Ms. Mayer was in the process of having the ditch filled with stone. He noted the flow cannot be improved by filling a ditch with stone. Instead, the ditch level is raised and the flow is impeded. Mr. Glenn noted the drawings for the permits at 1435 Shawnee Trail did not show the stones. Filling a ditch with stones does not improve the drainage; rather, detracts from the drainage. The ditches frequently hold water, despite the Village's best efforts.

### Approval of Bills

Trustee Haber moved to approve the bills. Trustee Clayton seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Haber, Hollander, Jamerson (6)

NAYS: None (0)

### New Business

#### 1. Proposal to implement two-factor authentication at the Police Department and Village Hall

Chief Dayno explained ransomware attacks have occurred on municipalities. He recommends doing whatever possible to prevent these attacks from happening. The two-factor authentication would include a user name and password as well as a one-time code sent to a cell phone. This would help protect the Village. Additionally, Chief Dayno recommends the purchase of Duo Access at a cost of \$168 per month. Trustee Haber noted if you have network copiers, they are susceptible for intrusion, which is another access point for hackers. He believes the Village should eliminate remote access to all Village computers and take the Village computers off the Internet. Trustee Haber believes an Intranet and separate email system would be more effective in the long-term. Mayor Ford believes the two factor authentication is a good first step, but the Village should not stop here.

Trustee Jamerson moved to accept the quote from Digital Currency Systems to complete the setup of two-factor authentication in an amount not to exceed \$2832.38 plus the purchase of Duo Access at a cost of \$168 per month. Trustee Haber seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Haber, Hollander, Jamerson (6)

NAYS: None (0)

## 2. Ordinance granting a waiver from the Zoning Ordinance as a reasonable and necessary accommodation for 2240 Riverwoods Road, in the Village of Riverwoods

Mr. Huvard reported the Plan Commission held a Public Hearing on June 3, 2021 to consider the request for a waiver from the Zoning Ordinance. There are criteria for granting a waiver based on ADA requirements. The house was built three years ago, but the owners now have decreased mobility and difficulty going up and down stairs. The Plan Commission wanted to ensure the elevator shaft would have the least impact. The neighbor to the east, Orphans of the Storm, did not have any objections to the petitioner encroaching into the side yard setback.

Trustee Haber asked if the Village determined whether the elevator could be installed inside the home. He questioned whether either applicant was certified as handicapped by the State of Illinois. Mr. Huvard explained the applicants are not certified as handicapped at this time. The standard has to do with impaired mobility rather than certified as handicapped. The Village has floor plans and aerial photographs which were presented by Petitioner in support of the position that to determine whether an elevator could not be installed inside the home. Trustee Jamerson would like an independent person to look at the elevator the proposed location and would like to ensure it is necessary to be constructed in the side yard outside of the existing structure. Trustee Hollander, who was present at the Plan Commission meeting, explained the petitioners stated this was a preventative measure. This would leave the Village open in the future to other requests based upon speculation as to a future condition. There are limitations to what the Village can call a disability. In this situation, there is no evidence there is a disability. There is no letter from a physician or other objective evidence. Trustee Hollander noted a variation approval is made when there is something to correct; rather, this would be something to correct that may or may not happen in the future. He would like objective evidence there is a disability and the elevator would ameliorate the issue. Mr. Huvard explained the petitioner observed his wife's difficulty going up and down the stairs. Trustee Haber noted the petitioner states that it has a floating staircase and could not use a different type of lift. He asked if the staircase could be changed to accommodate a lift. If the Village is going to do a waiver, he thinks there should be some thought to reversing the variation if the home were sold and the alleged disability upon which the variance was based was no longer a factor.

## 3. Final estimate for Brushwood Signage Project

Mayor Ford noted the Village has collected some information from Brushwood and the intentions for the signage. This was part of the original project.

The Trustees discussed the costs and noted Brushwood would be getting \$1000 worth of graphics. The Memorandum of Understanding between Brushwood and the Village includes the trail tail signage and programming. The installation of signage was part of the original project budget, so there should be a credit to the Village. The sign posts and signs would be installed, but the content can be changed. Brushwood got pricing on the signage and graphics for the first round. The Village is looking for approval of the expense. Mayor Ford is unclear whether the Village has paid the second installation what was agreed upon, which is \$6518 for graphic design and production of the signs, and the signs themselves. The Board originally approved an amount not to exceed \$600,000 for the total project. The Village has paid \$569,045.16, including the credit of \$3012 for installation of the signs. The Village is still \$30,000 below the not to exceed amount that was approved at a previous Board of Trustees meeting.

Mr. Huvad questioned whether a contract would be between the Village and Brushwood, or if the Village would be contracting directly with Fossil Industries. Trustee Jamerson expressed concern that Fast Signs and Fossil Industries would not pay prevailing wage. If the Village puts this through as a capital project, the State requires prevailing wage.

The Trustees discussed the possibility of having interactive signage, as it may be less expensive when making changes. Riverwoods is a small Village and someone would have to keep the graphics current on an interactive sign. The Trustees would not want to add more expectations than what can be met and is unsure who will take responsibility for it. Maintenance and repair are also concerns. Trustee Jamerson asked if the State would be paying for half of this cost and whether the Village has time to submit more information for the OSLED grant. Mr. Huvad noted the final audit report for the grant has not been completed. He will try to get some clarification on prevailing wage, who the contract is with and the grant.

Trustee Hollander moved to approve the final estimate for the Brushwood Signage Project in an amount not to exceed \$10,000 subject to Village Attorney approval. Trustee Clayton seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Hollander, Jamerson (5)

NAYS: Haber (1)

#### 4. An Ordinance amending the Village Code concerning soliciting on highways in the Village

Mr. Huvad noted the Village cannot take action on this tonight. There is an old Ordinance about soliciting from the street. It is an anti-panhandling Ordinance. The courts said it was unconstitutional as it was regulating speech. The Village's solicitation Ordinance is too close and suggesting more neutral Ordinance. Trustee Hollander asked if public street or private street. Mr. Huvad explained this is for public streets. He would like the revised regulation to not apply to private streets to have some regulations as well.

#### Old Business

There was no Old Business.

### Good of the Order

Mayor Ford explained there has been some discussion that there is not enough business to have a meeting on July 6, 2021. She asked if next meeting should be cancelled. The Trustees believe if there is not enough on agenda, the meeting should not be held. Trustee Clayton suggested having another workshop to discuss the five-year financial plan. Mayor Ford explained in the past, the Village had a Committee of the Whole rather than an actual Board of Trustees meeting. Mr. Huvard suggested Mayor Ford could make the decision whether there is not enough on agenda and cancel meeting as it gets closer.

Trustee Clayton announced a music and nature program for children ages 1-5 on Saturday at 10 am. It will be run by Brushwood at the Village Hall.

### Adjournment

There being no further business to discuss, Trustee Haber moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Haber, Hollander, Jamerson (6)

NAYS: None (0)

The meeting was adjourned at 9:20 pm.

The next regular meeting of the Board of Trustees will take place on July 6, 2021 at 7:30 pm.

Respectfully submitted,

Daphne Paras  
Village Clerk

Transcribed by:  
Jeri Cotton

Attachments:  
Police Report



## Riverwoods Police Incident Analysis Report



### Summary by Incident Type

6/1/2021

Incident Type	Since Report 06/01/21	2021 YTD	This Time 2020 YTD	This Time 2019 YTD
0280 Criminal Sexual Assault	-	-	1	-
0480 Simple Battery	-	-	-	-
0488 Domestic Battery	-	2	2	2
0810 Burglary	-	-	1	-
0825 Residential Burglary	-	-	2	3
0760 Burglary From Motor Vehicle	-	-	1	1
0810 Theft Over \$500	-	4	-	2
0820 Theft Under \$500	-	3	3	-
0910 Motor Vehicle Theft	-	-	-	1
1110 Deceptive Practices	-	2	3	2
1120 Forgery	-	-	1	-
1150 Credit Card Fraud	-	1	2	2
1310 Criminal Damage to Property	-	1	-	3
1330 Criminal Damage to Land	-	-	-	-
1360 Criminal Trespass-Vehicle	-	-	-	-
1811 Poss. Cannabis <30 grams	-	-	-	1
2000 Controlled Substance	-	-	1	-
2410 DUI	3	23	15	22
2820 Telephone Threats	-	-	-	-
2825 Harassment by Telephone	-	2	-	3
3001 Fireworks Complaint	-	-	1	-
7001 Assist Other Agency	9	82	96	85
7021 Ambulance Call	9	68	91	86
7024 Fire Call	2	16	21	18
7033 Fire Alarm	2	21	19	24
7039 Fingerprinting	-	2	3	1
7040 Public Service	3	19	40	16
7041 Premise Exam	51	595	284	422
7042 Child Seat Install/Inspect	-	3	1	-
7045 Well Being Check	1	18	23	22
7049 Notifications	-	6	12	10
7051 Vehicle Lock Out	2	9	13	20
7062 Noise Complaints	6	11	5	5
7063 Solicitor Complaints	1	1	4	10
7078 Construction Complaint	-	1	2	-
7079 Other Complaints	3	24	20	30
7082 Burglar Alarm	7	85	88	117
7083 Hold Up Alarm	-	10	9	12
7121 Suspicious Auto	3	17	36	26
7123 Suspicious Person	-	9	15	10
7130 Domestic Trouble	-	8	7	8
7139 Other Problem	-	4	1	5
7144 Lost/Misaid Property	-	3	2	2
7156 Found Property	-	-	2	6
7160 Turned in Weapon/Arma	-	-	1	-
7178 Missing Person	1	2	2	1
7198 Identity Theft	1	37	5	3

Incident Type	Since Report 06/01/21	2021 YTD	This Time 2020 YTD	This Time 2019 YTD
7199 Other Investigation	1	19	14	11
7221 Attempt Suicide	-	-	-	-
7231 Death Investigation	-	-	1	1
7245 Animal Problem	2	35	29	39
7246 Found Animal	-	8	5	3
7250 Roadway Debris	4	14	8	11
7500 Village Ordinance Violation	1	10	17	3
7503 Motorist Assist	2	34	24	61
7521 Traffic Complaint	1	16	25	28
7522 Parking Complaint	-	6	2	4
7571 Traffic Accident PI	1	3	9	10
7572 Traffic Accident PD	4	28	35	78
7573 Traffic Accident PP	-	2	2	9
7911 911 Hang Up	-	7	10	12
<b>Total:</b>	<b>120</b>	<b>1269</b>	<b>1016</b>	<b>1247</b>
Crime Prevention Notices	29	248	311	208
Case Reports	7	114	90	117
Traffic Stops	179	1220	543	1288
Persons Issued Citations	41	281	186	389
Citations Issued	54	390	207	472
Ordinance Violations	48	318	78	142

6 houses are currently on the Vacation Watch list and are checked regularly.