

Village of Riverwoods
Board of Trustees Meeting
December 20, 2022

APPROVED

Present:

Kris Ford, Mayor
Michael Clayton
Liliya Dikin
Andrew Eastmond
Henry Hollander
Rick Jamerson

Absent:

Michael Haber

Also Present:

Bruce Huvad, Village Attorney
Bruce Dayno, Police Chief
Katie Bowne, Deputy Village Clerk
Carissa Smith, Village Engineer
Hal Roseth, Village Treasurer

The meeting was called to order at 7:32 pm

Document Approval

Trustee Jamerson moved to approve the minutes of the December 6, 2022 Board of Trustees meeting. Trustee Hollander seconded the motion. The motion passed unanimously on a voice vote.

Approval of Bills

Trustee Jamerson moved to approve the bills. Trustee Hollander seconded the motion. Mayor Ford reported the bills were run from the newly implemented BS&A software system and have additional descriptions included. Trustee Jamerson expressed concern that services were contracted and billed for GovTemps above what had been approved by the Trustees. He noted these invoices exceeded the Mayor's purchasing limit. Mayor Ford will review the GovTemps bills. The motion passed by the following vote:

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

NAYS: None (0)

Treasurer's and Finance Committee Report

Mr. Roseth reported the overall portfolio yield increased from an average of 0.5 percent to about 2.5 percent. He believes the average yield will increase another percent. The current projected return on the portfolio will be about \$95,000.

Trustee Clayton presented highlights from the financial statements through the end of November. The sewer fund is running more than \$300,000 over budget while the water fund is more than \$100,000 under the budgeted amount.

Attorney's Report

Mr. Huvard noted the Village will meet with Lake County Public Works in January to discuss sewer maintenance services. Village representatives met with Lexington Homes and Meadowlake residents where Lexington presented a revised site plan for the potential Federal Life development.

Engineer's Report

Ms. Smith explained the contractor for the Deerfield Road path was concerned about the condition of the path so they cold-patched it temporarily to help mitigate the trip hazards. An overlay will be added in the spring.

SWALCO Report

Walter Willis, Executive Director of SWALCO, gave a presentation on the Composting Connection Podcast which may be customized for a nominal fee. Additionally, he cited that in cooperation with SWALCO, the Riverwoods Preservation Council is sponsoring an educational recycling webinar on Jan.18. The two agencies will also work together on a reuse program. Mr. Willis noted SWALCO is in good shape financially.

Trustee Jamerson noted many Riverwoods residents do not have yard waste pickup due to the lot sizes. Residents have the ability for food scrap pickup through LRS but it is an additional charge.

Plan Commission Report

Ch. Breitkopf reported the Plan Commission will meet on January 5, 2023 but the hearing will most likely be continued to February 2, 2023.

ZBA Report

The ZBA has not met.

Police Report

The police activity is attached to the end of the minutes.

Information Items from the President

2023 Board of Trustees Meeting Dates

Mayor Ford noted the January meetings were moved to the second and fourth weeks. There will not be a meeting on July 4.

Trustee Jamerson met with the contractor and is working on equipment that can be used for Zoom meetings. There is now a plan in the works.

New Business

Approval of the purchase of a replacement Police Department Squad SUV and related equipment

Chief Dayno reported the department is seeking approval to purchase a new police vehicle and equipment to replace a 2019 Chevrolet Tahoe. The State of Illinois purchasing contract price was higher than the price provided by Highland Park Ford.

Trustee Jamerson moved to approve the purchase of a 2023 Police Interceptor Ford Explorer Hybrid from Highland Park Ford in an amount not to exceed \$46,207 plus \$18,000 for vehicle stripping, equipment and installation from Lund Industries for a total of \$64,207. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Approval of Ordinance 22-12-13 amending provisions of the Village Code concerning delinquent payment of water supply user charges

Trustee Jamerson moved for First Reading of the Ordinance. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

Mr. Huvard explained the Village is trying to work with residents on a payment plan when they are delinquent on their water bills. The proposed language is an attempt to provide additional tools for the Village. Trustee Hollander noted this would only apply to future bills.

Approval of the position and job description for a Finance Director

Mayor Ford explained that Daniela Partipilo is a consultant working as the Finance Director. Ms. Partipilo is discovering a lot of finance issues that need immediate attention. The proposed Finance Director position will be a part-time role. Trustee Jamerson expressed concern that there is not a direction for staffing needs in general. He believes the Finance Director responsibilities could be part of a Village Administrator role. Mayor Ford believes this position needs to be filled before the other positions can be considered. The compensation and benefits committee will look at an organizational chart. Mayor Ford recognizes the need for other Village full-time positions but wants the finance department to be running properly since it is an integral part of operations.

Trustee Clayton moved to approve the position and job description for a Finance Director. Trustee Hollander seconded the motion. Trustee Clayton understands Trustee Jamerson's concerns but believes the position needs to be filled now. Trustee Hollander noted that during the summer finance workshop an organizational chart was listed as a priority. He would like an organizational chart within the next few months. The motion passed with a voice vote with Trustee Jamerson in dissent.

Old Business

There was no Old Business.

Visitors wishing to address the Board

Laurie Breitkopf thanked Chief Dayno for obtaining hybrid vehicle estimates for the new Police Department SUV.

Josh Balonick, of Woodland Lane, has been trying to get municipal water for eight years. Mr. Balonick understands that not everyone wants municipal water but he believes it is a safety issue because there are no fire hydrants near his street. Fire hydrants should be accessible to all residents. Mr. Balonick suggested bringing the pipes to his street and allow those that want municipal water to tap on but all of his neighborhood would benefit from the addition of hydrants.

Russ Romanelli, of Glen Eagles Lane, likes the newly implemented electronic newsletter. He thinks it is well done and he looks forward to receiving it. Resident Romanelli thanked Trustee Dikin for her efforts on behalf of the digital publication.

Adjournment

There being no further business to discuss, Trustee Jamerson moved to adjourn the meeting. Trustee Clayton seconded the motion. The motion passed unanimously on a voice vote.

The meeting was adjourned at 8:40 pm

The next regular meeting of the Board of Trustees will take place on January 10, 2023 at 7:30 pm.

Respectfully submitted,

Katie Bowne
Deputy Village Clerk

Transcribed by:
Jeri Cotton

Attachment:
Police Report



Riverwoods Police Incident Analysis Report

Summary by Incident Type

12/19/2022



Activity is Through December 15th of Each Year

Incident Type	2022 YTD	This Time 2021 YTD	This Time 2020 YTD
46 (7503) (Mortorist Assist)	78	76	52
50 PD (7572) (Crash Property Damage)	73	66	52
50 PI (7571) (Crash Personal Injury)	11	7	13
50 Priv Prop (7573) (Crash Private Property)	8	7	4
911 Hang up (7911)	16	19	30
Ambulance (7021)	284	198	141
Animal Problem (7245)	66	76	63
AQA (7001)	227	195	213
Armed Robbery (0310)	-	-	-
Assault (0500)	1	1	-
Attempt Suicide (7221)	1	-	-
Battery - Simple (0460)	2	1	-
Battery (0400)	3	1	-
Burg - From Motor Veh (0760)	2	-	5
Burglar Alarm (7082)	205	193	193
Burglary - Residential (0625)	4	6	5
Burglary (0600)	2	1	2
Cell 911 (7912)	2	-	1
Child Seat Inspect (7042)	7	5	1
Construction Comp (7078)	-	1	3
Controlled Substance (2000)	-	-	1
Credit Card Fraud (1150)	2	2	2
Crim Damage to Prop (1310)	3	4	3
Crim Sexual Assault (1563)	-	-	1
Crim Trespass to Land (1330)	-	-	-
Crim Trespass to Veh (1360)	-	-	1
Death Investigation (7231)	4	1	2
Deceptive Practice (1110)	5	7	6
Domestic Battery (0486)	-	2	3
Domestic Trouble (7130)	17	16	9
DUI (2410)	47	64	39
Fingerprinting (7039)	12	6	4
Fire Alarm (0733)	39	41	35
Fire Call (7024)	28	37	40
Fireworks Complaints (3001)	8	2	3
Forgery (1120)	-	-	1
Found Animal (7246)	11	17	9
Found Prop. (7156)	2	4	7
Harassment by Telephone (2825)	1	5	5
Hold Up Alarm (7083)	15	28	20
Identity Theft (7198)	15	47	68
Lock out - Vehicle (7051)	18	25	21
Lost / Mislaid Prop (7144)	9	6	6
Missing Person (7178)	2	2	5
Noise Comp (7078)	27	37	23
Notification (7049)	16	18	18
Other Comp (7079)	65	59	50
Other Investigation (7199)	35	31	27

Incident Type	2022 YTD	This Time 2021 YTD	This Time 2020 YTD
Other Trouble (7139)	4	6	1
Parking Complaint (7522)	25	16	7
Premise Exam (7041)	1205	1280	652
Public Service (7040)	50	39	61
Roadway Debris (7250)	19	56	26
Solicitor (7063)	8	8	12
Suicide (7211)	-	-	-
Suspicious Auto (7123)	56	50	67
Suspicious Person (7123)	35	27	33
Telephone Threat (2820)	-	1	2
Theft from Motor Veh (0710)	3	-	-
Theft of Motor Veh (0910)	2	-	1
Theft Over \$500 (0815)	2	7	1
Theft Under \$500 (0825)	4	7	6
Traffic Complaint (7521)	56	58	48
Turned in Weapon/Ammo (7160)	1	-	3
Village Ord. Violation (7500)	25	23	26
Well Being Check (7045)	42	40	47
Total:	2910	2932	2180
Crime Prevention Notices	515	529	537
Case Reports	211	264	249
Traffic Stops	1866	2384	1411
Number of Citations issued	734	826	589
Number of Persons Issued Citations	514	562	425

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