

Village of Riverwoods
Board of Trustees Meeting
February 7, 2023
APPROVED

Present:

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

Absent:

Michael Haber
Rick Jamerson

Also Present:

Bruce Huvad, Village Attorney
Russ Kraly, Director of Community Services
Carissa Smith, Village Engineer
Katie Bowne, Deputy Village Clerk

The meeting was called to order at 7:30 pm

Document Approval

Trustee Eastmond moved to approve the minutes of the January 24, 2023 Board of Trustees meeting. Trustee Hollander seconded the motion. The motion passed unanimously on a voice vote.

Approval of Bills

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

AYES: Clayton, Dikin, Eastmond, Hollander (4)
NAYS: None (0)

Treasurer's and Finance Committee Report

Trustee Clayton reported the proposed 2023 budget was distributed to the Trustees for questions and review.

Director of Community Services Report

Mr. Kraly reported that the Thorntons grand opening was held on February 3. The Village is holding their bond until the landscaping plan is executed.

Mr. Kraly asked the Board's opinion on a possible ordinance violation for a low-voltage fence surrounding an outdoor koi pond. The fence protects the fish from predators but the Village's current ordinance does not allow electric fences for this particular use.

Mr. Huvard noted the initial intent of the ordinance was to protect people from injury. Mayor Ford requested that Mr. Huvard explore the possibility of updating the ordinance to reflect additional uses for low-voltage fencing.

Attorney's Report

Mr. Huvard reported Lexington will be submitting a revised development proposal for the Federal Life property at 3750 Deerfield Rd. shortly. Lexington representatives may appear before the Plan Commission on March 2, 2023 if the Village has adequate time to review the amended proposal.

Mr. Huvard noted there has been some interest in solar panel installation on the landfill parcel but further discussion is warranted.

Engineer's Report

Ms. Smith reported the Deerfield Road water main extension project started on 2/6 after all impacted residents and businesses were notified. Ms. Smith noted a photometric review of Thorntons was done and there were a few minor updates. The County will start reaching out to property owners for Deerfield Rd. easements as they plan to go out to bid in October 2024 and begin construction in 2025.

Plan Commission

Ch. Breitkopf referred to the report by the Village Attorney.

ZBA Report

Ch. Graditor reported the ZBA has not met.

Police Report

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

Information Items from the President

Mayor Ford noted the Water Infrastructure Committee meeting took place on Jan. 27. A presentation of the municipal water survey results is scheduled for the Feb. 21 BOT meeting.

New Business

Approval of a \$1000 Donation to the Deerfield Parents Network (DPN) for After Prom Activities

Thorngate resident and DPN volunteer Jessica Berger thanked the Village for considering an After Prom party donation. Ms. Berger explained that the After Prom initiative started 16 years ago because two DHS high school students were killed in a car accident after attending a private home party. The DPN party provides a substance-free, safe environment for students to continue their celebration. It is attended by 95% of the DHS seniors. The DPN party is free for participants so donations are vital for the event's success.

Trustee Dikin questioned whether or not the Village should be making charitable donations with resident tax dollars. Mayor Ford explained the Village developed a donation policy several years ago and donation eligibility requirements are very clear and specific.

Mayor Ford suggested that a review of many current Village policies such as the donation policy, social media policy, Village Hall use policy, and the investment policy may be in order.

Trustee Clayton moved to approve the \$1000 donation to the DPN for after prom activities. Trustee Hollander seconded the motion.

The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Hollander (4)

NAYS: None (0)

Approval of an Easement for the Placement of the Riverwoods sign on the Thorntons property

Mr. Huvad explained the wooden Riverwoods sign had to be removed due to the construction of Thorntons. The old sign location is no longer possible. The proposed new sign location requires approval of an easement because it is on property owned by Thorntons. After Board discussion, Mr. Huvad suggested keeping the easement as a viable option but not erecting the sign until other installation sites are reviewed.

Trustee Hollander moved to approve an easement for the placement of the Riverwoods sign on the Thorntons property but delay installation. Trustee Dikin seconded the motion. The motion passed by the following vote:

AYES: Clayton, Dikin, Eastmond, Hollander (4)

NAYS: None (0)

Authority to Engage a Firm to Provide Transition Support During a Search for the Replacement of the Acting Finance Director

Trustee Clayton discussed the current challenges of the finance department. Currently, the October bank statements cannot be reconciled. Some of the L&A errors have been corrected but there are still no 4th quarter or January financial statements. The Village has identified a firm to assess our current position and act as a temporary Finance Director until a permanent person can be hired. The services would cover an 8 to 12 week time frame including providing a part-time acting Finance Director.

Trustee Clayton moved to engage WRB Services for interim Finance Director services and assistance in finding a permanent Finance Director in an amount not to exceed \$40,000. Trustee Hollander seconded the motion. The motion passed by the following vote

AYES: Clayton, Dikin, Eastmond, Hollander (4)

NAYS: None (0)

Old Business

There was no Old Business.

Visitors wishing to address the Board

Resident Julie Varvaro asked a question about the stormwater survey. Ms. Smith encouraged all residents to provide a first-hand account of how stormwater is filtering through their neighborhood.

Jill Kaplan suggested speaking with Julie Varvaro for questions regarding solar panels.

Sherry Graditor noted that when the Deerfield Rd. construction begins, a significant piece of her property will be taken by the County. Ms. Graditor doesn't know what is involved in negotiating with the County or appraising the land value. Mr. Huvad explained that Lake County has identified 41 parcels where easement acquisition will be necessary.

The Village will put out some communication letting residents know the widening of Deerfield Rd. is a Lake County project. Trustee Hollander suggested holding a meeting so affected residents can obtain information about the easement acquisition process. Mayor Ford will explore the possibility of holding an informational meeting.

Committee Reports

Communication – Trustee Dikin reported the new resident packet is being revised. She also questioned the \$3 fee, or any processing fee, for electronic check utility billing payments.

Adjournment

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

The meeting was adjourned at 8:39 pm

The next regular meeting of the Board of Trustees will take place on February 21, 2023 at 7:30 pm.

Respectfully submitted,

Katie Bowne
Deputy Village Clerk

Transcribed by:
Jeri Cotton

Attachment:
Police Report

