

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

Present:

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

Absent:

Michael Clayton

Also Present:

Bruce Dayno, Police Chief
Bruce Huvad, Village Attorney
Carissa Smith, Village Engineer
Katie Bowne, Deputy Village Clerk
Steve Zimmerman, Village Ecologist
Russ Kraly, Director of Community Services

The meeting was called to order at 7:30 pm

Document Approval

Trustee Hollander moved to approve the minutes of the February 21, 2023 Board of Trustees meeting. Trustee Eastmond seconded the motion. The motion passed unanimously on a voice vote.

Approval of Bills

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

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

NAYS: None (0)

Director of Community Services Report

Director Kraly had no report.

Engineer's Report

Updates on Deerfield and Riverwoods Roads paths

Ms. Smith reported the Deerfield Road pathway improvements will begin mid-April. The Riverwoods Road pathway bidding will also begin mid-April.

Deerfield/Chicory Water Main Update

Ms. Smith reported that the extension by Elevate Care has been completed. They are awaiting the second water sample test to come back to fill in trench work that was required by existing conditions.

Recent Storm Water Event

Ms. Smith reported receiving several calls from residents regarding standing water after a recent storm. She explained that it is difficult for the water to draw down quickly due to soil conditions. She advised those residents in particular to complete the stormwater survey.

2023 Road Program

Ms. Smith reported the Village will go out to bid for the road program at the end of the month. The SSAs/HOAs were contacted to determine whether or not they wished to participate.

Saunders Road Water Main

Ms. Smith reported this project will go out to bid in April.

Proposed Riverwoods Sign Location

At the Board's request, Ms. Smith was looking into different sign locations other than the Thorntons' property. Ms. Smith recommended waiting until the Deerfield Road construction is complete for sign placement and installation. Trustee Jamerson thinks it is unfair to ask the contractor to store the sign until the Deerfield Road construction is complete. Mr. Kraly explained the sign is in storage and the contractor could install the sign at the original site if the Board desires.

Trustee Hollander moved to have the sign installed on the Thorntons' property. Trustee Jamerson seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Village Ecologist Report

Cost Share Program

Mr. Zimmerman outlined the Cost Share programs from 2016–2022, which are attached to these minutes. Discussion followed on usage of the various programs. Mr. Zimmerman explained that generally about half of the inquiries received come from new residents.

Plan Commission Report

Ch. Breitkopf noted the Plan Commission met on March 2, 2023 and continued the Lexington hearing to March 16, 2023 at 7:00 pm. Lexington made a counter proposal to the village planner's suggested site plan using many of their recommendations. A revised site plan will be available for the next Commission meeting.

The Plan Commission will be taking up the issue of short-term rentals as the Village has been approached on this topic again.

The Plan Commission also discussed the need for visioning regarding the Wolters Kluwer property.

ZBA Report

Ch. Graditor reported the ZBA has not met.

Police Report

The police activity is attached to the minutes. Chief Dayno reported on 2/23/23, officers served an arrest warrant for six felony theft of check offenses from Wolters Kluwer. On 2/25/23, officers responded to a domestic disturbance involving a handgun. On 3/5/23, there were two residential burglaries with forced entry.

Information Items from the President

Administrative Update

Utility Billing

Mayor Ford reported on the utility billing transition to GHA. The first round of bills have gone out and a number of discrepancies have been discovered. The late payment policy will be mailed out to everyone separately.

Finance Update

Mayor Ford reported the engagement with the interim finance director ended February 28, 2023.

Staffing discussions are in progress. Work has begun on the 2022 audit and Seldon Fox will be onsite later this month.

Events Update

Mayor Ford reported there are several 2023 events in the planning stages: a 4/26 RRA wine and cheese, the 5/13 RPC plant sale and a resident-initiated 6/3 car show.

Discussion of Expansion of Video Gaming Special Use

Mayor Ford reported the Village has received requests for video gaming. There is currently only one video gaming license held by Baby Vegas under a Special Use for Shoppes of Riverwoods. Mr. Kraly met with representatives from Baby Vegas who plan to open in June.

The Brunch Factory has expressed interest in a video gaming license. There would need to be an amendment to the Special Use Ordinance for Colonial Court. The machines would be located in the bar area, away from the restaurant. After discussion regarding issues of gaming in a family restaurant, lack of experience with gaming in the Village and lack of financial information, the Board was not in favor of a Special Use Ordinance at this time.

New Business

Presentation of the Budget

Mayor Ford noted the budget has been sent to the Trustees. Trustee Clayton would like to receive comments from the Trustees by Friday, March 10. At the next meeting, there will be a hearing on the Appropriations Ordinance which is based on the budget.

Approval of an Agreement with Baxter Woodman Regarding Maintenance of Village-Owned Properties
In 2018, Mr. Zimmerman prepared a 10-year woodland stewardship plan for Village-owned properties. We are in the fifth year of the approved plan. The prices presented in this proposal (that continues the 2018 plan) have remained the same with the exception of the Chianti buckthorn removal. The 2023 work is \$36,237.

After discussion, Trustee Jamerson moved to approve an agreement with Baxter Woodman regarding maintenance of Village-owned properties in an amount not to exceed \$36,237, pending legal review. Trustee Hollander seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Approval of Maintenance Agreement with The Organic Gardener

This is an agreement for maintaining the community garden next to the police department. As in the past, a lottery for the 12 plots has been held. There was discussion regarding the resident cost for a plot and the lottery process.

Trustee Jamerson moved to approve the maintenance agreement with The Organic Gardener in an amount not to exceed \$2100. Trustee Dikin seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Old Business

There was no Old Business.

Visitors wishing to address the Board

Barbara Raff, President of the Thorngate Homeowners' Association, asked the Board if they would consider allowing HOAs to participate in the Cost Share programs for their common areas.

Standing Committee Reports

Mayor Ford reported there will be a compensation and benefits committee meeting at the end of March. The agenda includes a reorganization of Board committees and reviews of the Community Development Director job description as well as the Village Hall staff organizational chart.

Communications – Trustee Dikin reported subscriptions to the electronic newsletter continue to increase. Trustee Dikin will generate some newsletter content guidelines.

Building and Utilities/Storm Water – Trustee Jamerson noted the building report is attached to the minutes. He reported the Village of Northbrook announced a water rate increase.

Woodlands/Ecology – Trustee Eastmond is looking at the possibility of amending the Use of Village Hall policy to allow rentals for private events. Trustee Eastmond believes the current community use document can be converted if there is demand. Trustee Jamerson reported receiving resident requests. Mayor Ford noted several civic groups already use Village Hall. She has received two calls from non-residents. In 2017, when the policy was developed, there were concerns about staffing, security, alcohol and cleaning. Trustee Hollander noted COVID was a factor over the last three years. He encouraged the Village to try coming up with policies and procedures. Attorney Huvad raised the issue of insurance, and the additional staff needed for proper execution.

Land Use and Roads – Trustee Hollander provided a graph of the well depths over the past two years attached to these minutes.

Adjournment

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

The meeting was adjourned at 9:00 pm

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

Respectfully submitted,

Katie Bowne
Deputy Village Clerk

Transcribed by:
Jeri Cotton

Attachment:
Ecologist Report
Police Report
Building Report

2016-2022 Ecological Cost Share Program Village Reimbursement Summary

RW Code/Program	2016	2017	2018	2019	2020	2021	2022	AVERAGE \$/YR
50810: Consults/Reports	\$4,250.00	\$6,250.00	\$4,875.00	\$5,000.00	\$3,375.00	\$5,750.00	\$5,125.00	\$4,946.43
50800: Prescribed Burn	\$1,250.00	\$5,045.00	\$2,405.00	\$2,295.00	\$4,225.00	\$2,615.00	\$3,400.00	\$3,033.57
50820: Canopy Tree Removal	\$14,762.50	\$11,169.40	\$7,551.50	\$5,775.00	\$9,232.50	\$3,995.00	\$11,070.00	\$9,079.41
50830: Invasive Shrub Removal	\$13,016.00	\$39,219.10	\$12,065.00	\$35,430.03	\$10,780.00	\$10,128.70	\$28,088.50	\$21,246.76
50840: Garlic Mustard Removal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
50850: Native Tree/Shrub Planting	\$5,547.85	\$10,568.75	\$4,161.42	\$7,662.50	\$9,860.00	\$10,995.00	\$16,783.50	\$9,368.43
50860: Native Seeding/Plant Plugs	\$4,910.40	\$6,859.50	\$8,832.00	\$10,482.00	\$9,850.00	\$2,105.00	\$11,802.50	\$7,834.49
50870: Rain Garden	\$0.00	\$3,741.50	\$0.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$1,105.93
TOTALS \$/YR	\$43,736.75	\$82,853.25	\$39,889.92	\$66,644.53	\$47,322.50	\$39,588.70	\$76,269.50	\$45,719.38



Riverwoods Police Incident Analysis Report

Summary by Incident Type

3/7/2023

Activity Through March 2nd of Each Year

Incident Type	2023 YTD	This Time 2022 YTD
46 (7503) (Mortorist Assist)	16	21
50 PD (7572) (Crash Property Damage)	13	21
50 PI (7571) (Crash Personal Injury)	4	4
50 Priv Prop (7573) (Crash Private Property)	3	1
911 Hang up (7911)	1	3
Ambulance (7021)	46	45
Animal Problem (7245)	6	11
AOA (7001)	34	44
Armed Robbery (0310)	-	-
Assault (0500)	-	-
Attempt Suicide (7221)	-	-
Battery - Simple (0460)	1	-
Battery (0400)	1	-
Burg - From Motor Veh (0760)	-	-
Burglar Alarm (7082)	45	29
Burglary - Residential (0625)	1	2
Burglary (0600)	-	1
Cell 911 (7912)	-	-
Child Seat Inspect (7042)	-	1
Construction Comp (7078)	1	-
Controlled Substance (2000)	-	-
Credit Card Fraud (1150)	-	1
Crim Damage to Prop (1310)	1	-
Crim Sexual Assault (1563)	-	-
Crim Trespass to Land (1330)	1	-
Crim Trespass to Veh (1360)	-	-
Death Investigation (7231)	1	1
Deceptive Practice (1110)	-	2
Domestic Battery (0486)	-	-
Domestic Trouble (7130)	7	4
DUI (2410)	7	5
Fingerprinting (7039)	1	-
Fire Alarm (0733)	8	7
Fire Call (7024)	9	5
Fireworks Complaints (3001)	-	-
Forgery (1120)	-	-
Found Animal (7246)	-	1
Found Prop. (7156)	1	-
Harassment by Telephone (2825)	-	-
Hold Up Alarm (7083)	2	3
Identity Theft (7198)	-	4
Lock out - Vehicle (7051)	1	2
Lost / Mislaid Prop (7144)	2	2
Missing Person (7178)	1	2
Noise Comp (7078)	1	2
Notification (7049)	3	1
Other Comp (7079)	9	9
Other Investigation (7199)	4	6

Incident Type	2023 YTD	This Time 2022 YTD
Other Trouble (7139)	-	-
Parking Complaint (7522)	-	2
Premise Exam (7041)	324	347
Public Service (7040)	9	4
Roadway Debris (7250)	7	1
Solicitor (7063)	-	1
Suicide (7211)	-	-
Suspicious Auto (7123)	13	8
Suspicious Person (7123)	5	3
Telephone Threat (2820)	-	-
Theft from Motor Veh (0710)	-	2
Theft of Motor Veh (0910)	1	-
Theft Over \$500 (0815)	1	-
Theft Under \$500 (0825)	-	-
Traffic Complaint (7521)	5	11
Turned in Weapon/Ammo (7160)	-	1
Village Ord. Violation (7500)	2	2
Well Being Check (7045)	7	8
Total:	605	630
Crime Prevention Notices	111	98
Case Reports	31	31
Traffic Stops	272	196
Number of Citations issued	109	72
Number of Persons Issued Citations	66	49

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

Well Water Depth Over Time by House

