

Village of Riverwoods
Board of Trustees Meeting
March 5, 2024
Approved

Present:

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

Also Present:

Bruce Dayno, Police Chief
Carissa Smith, Village Engineer
Stephen Witt, Director of Community Services
Tony Vasquez, Finance Director

The meeting was called to order at 7:30 pm

Document Approval

Trustee Jamerson moved to approve the minutes of the February 20, 2024 Board of Trustees meeting. Trustee Dikin seconded the motion. Trustee Eastmond requested an edit to the minutes. The motion passed unanimously on a voice vote as amended.

Finance Director's Report

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

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

NAYS: None (0)

Director Vasquez noted the budget and the Appropriations Ordinance will be on the agenda for the next Board of Trustees meeting. A draft of the budget has been sent out with a request for questions or comments by March 7, 2024. He noted the Village of Northbrook will be increasing their water rates to the Village effective May 1, 2024.

Director of Community Services Report

Director Witt reported Administrative Adjudication Hearings will take place later this month. Separately, there have been some issues at the Shoppes of Riverwoods and Colonial Court with Baby Vegas project moving slowly and the high water in detention basin north of the Shoppes. The water

issues should be taken care of by March 27, 2024. In Colonial Court, Avalon is working with the landlord to revise the accessible ramp near Tandor Restaurant so they can have outdoor dining without restricting access to other tenants in Colonial Court.

Trustee Hollander asked if the Trustees can get a report on the Hearings. Director Witt will follow up.

Engineer's Report

Ms. Smith noted the Road project will go out to bid next week. The Saunders Road Water Main Project continues.

Municipal Separate Storm Sewer System (MS4) Presentation

Karolina Cho from GHA noted GHA performs inspections to detect and eliminate illicit discharge in streambanks and basins. The Des Plaines River Watershed Workgroup is working on reducing phosphorus levels in the water. The MS4 permit is renewed annually. The presentation is attached at the end of the minutes.

Plan Commission Report

Plan Commission Chairperson Laurie Breitkopf reported the Plan Commission will continue their discussion on Planned Unit Developments on Thursday. She hopes they will be able to review a draft Ordinance at the April meeting.

Zoning Board of Appeals Report

ZBA Chairperson Sherry Graditor reported the ZBA will meet on Monday, March 11, 2024 at 7:30. Mr. Witt will lead a workshop session on side and rear yard setbacks.

Police Report

Chief Dayno reported an officer's traffic stop led to the arrest of a wanted individual. In Thorngate, a mail theft complaint resulted in misdemeanor charges against a suspect. Chief Dayno praised the Flock camera system for aiding in locating missing vehicles and deterring vandalism. The system also helped identify minors involved in theft and disturbances at the Mobil station. Additionally, it assisted in solving several auto burglaries in Deerfield. Mayor Ford noted the police department will receive an award from the Illinois Law Enforcement Accreditation Program in April.

Information Items from the President

a. Statement of Economic Interest

Mayor Ford reminded those who are required to file, but have not yet filed, the Statement of Economic Interest to do so by May 1st.

Tiffany Vail from the RRA thanked the members of the Board for supporting the RRA at the recent Arts & Riverwoods event. They hope to make this an annual event and can be relocated to Village Hall

next year. The RRA is looking for new members to join their planning committee. They are planning a Family Fun Day in June.

New Business

- a. Resolution R-24-03-02 Endorsing the Metropolitan Mayors Caucus' Greenest Region Compact

Trustee Jamerson moved to adopt the Resolution endorsing the Metropolitan Mayors Caucus' Greenest Region Compact. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

- b. Approval of a Proposal for the Replacement of Valves and Meter for the Thorngate Reservoir

Director Witt reported that in 2022 the Village of Northbrook informed Gewalt Hamilton Associates, Inc. (GHA) about a steady low flow of water through the Thorngate reservoir fill valve. Northbrook's meter, which the Village is billed from, is able to pick up on this flow but the Village-owned meter at the reservoir is not. Additionally, the control valve that would normally shut off water flow was not closing completely.

After discussion, Trustee Jamerson moved to approve the replacement of valves and meters for the Thorngate reservoir contract with Dorner Company in an amount not to exceed \$54,000. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Prior to approval, Director Witt explained that the next several items are agreements with contractors who currently supply services to the Village. He noted these contracts include the provider's 2024 rates and those rates will be reviewed annually. It was pointed out that these contractors have sound knowledge of the Village and replacement might only be considered if the rates become too high or if a specific project can be executed internally. There was further discussion surrounding project authorization, project budget management as well as the Directors' current review of consultant fees. All contracts presented will be reviewed by the Village Attorney prior to execution.

- c. Approval of Agreement with Teska Associates, Inc.

Trustee Jamerson moved to approve the agreement with Teska Associates, Inc., subject to Village Attorney review. Trustee Dikin seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

d. Approval of Agreement with Pinestone Lawn & Snow

Trustee Jamerson moved to approve the agreement with Pinestone Lawn and Snow for emergency tree removal at the quoted amounts, subject to Village Attorney review. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

e. Approval of Agreement with Gewalt Hamilton Associates, Inc.

After discussion on the use of GIS services and the budgeting of general GHA consulting services, Trustee Jamerson moved to approve the agreement with Gewalt Hamilton Associates, Inc., subject to Village Attorney review. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

f. Approval of Agreement with Christopher B. Burke Engineering, LTD

Trustee Jamerson moved to approve the agreement with Christopher B. Burke Engineering, LTD for on-call wetland and environmental consulting services at the quoted rates, subject to Village Attorney review. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

g. Approval of Agreement with Baxter & Woodman Natural Resources, LLC

Trustee Jamerson moved to approve the agreement with Baxter & Woodman Natural Resources, LLC designating Steve Zimmerman as the Village Ecologist at the contracted rates, subject to Village Attorney review. Trustee Smith seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

h. Approval of Agreement with B & F Construction Code Services, Inc.

After discussion regarding the change in fee schedule metrics, Trustee Jamerson moved to approve the agreement with B & F Construction Code Services, Inc. at the contracted rates, subject to Village Attorney review. Trustee Clayton seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Old Business

There was no Old Business.

Visitors wishing to address the Board

Sherry Graditor was curious about seeing tagged deer in her yard. She contacted Lake County Forest Preserve, who could not provide information.

Trustee Jamerson was at the Play Area on Sunday and saw at least four families with at least eight or nine kids playing on the equipment. He noted the sod needs to be installed past the concrete curb, as it is currently mud. Director Witt noted this is on the list of things remaining to be done.

Tiffany Vail wanted to bring to the Board's attention her understanding that the Deerfield Park District made a recent change disqualifying Riverwoods residents from early registration for After School programs. Mayor Ford has been in contact with the Chair of the District 109 School Board. She reported that a message from the Chair did include the history and the specifics regarding the relationship of the School District 109 and the Park District as well as an explanation of the after school enrichment programs. She will reach out to ask the Chair regarding a wider sharing of the Chair's email response. Mayor Ford suggested going to the District 109 website to get in direct contact with the Chair who is also a Riverwoods resident. She will also work to connect Ms Vail with the Chair.

Paul Antonob noted the program is hosted in the schools. Riverwoods residents pay taxes for the schools. The program may be organized by the Park District, but it is different. Riverwoods students should not be treated as second class citizens. Mayor Ford suggested that hearing directly from the Chair of the School Board will clear up some of those points. She urged Mr. Antonob to contact the School Board Chair.

Standing Committee Reports

Communications – Trustee Dikin reported the website traffic has increased. The most visited pages include the Village calendar followed by the Building Department page. Trustee Dikin also updated the Village's LinkedIn profile.

Woodlands/Ecology/Legal – Trustee Eastmond and Mayor Ford met with the County Board representative Ann Maine regarding the South Lake Mosquito Abatement District. Trustee Jamerson noted on Google Maps, there is a pin dropped in the middle of the woods marking Lake County Forest Preserves that appears to have parking in the area of Thornmeadow. He asked that the pin be moved elsewhere.

Land Use and Roads – Trustee Hollander noted the Deerfield Road project appears to be delayed for one year. He notified the Board that Riverwoods Road will be repaved after Deerfield Road is completed. Trustee Hollander brought forward the issue of repair, maintenance or replacement for the existing Riverwoods Road path.

Building and Utilities/Storm Water – Trustee Jamerson noted there is no building report at this time. There will be a Storm Water Committee meeting tomorrow.

Community Services – Trustee Smith thanked the RRA for the Arts in Riverwoods event. The RPC is working on getting volunteers for the Sustainability and Climate Action Working Group.

Adjournment

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

The meeting was adjourned at 8:55 pm

The next regular meeting of the Board of Trustees will take place on March 20, 2024 at 7:30 pm.

Respectfully submitted,

Transcribed by:
Jeri Cotton

Attachment: MS4 Report



RIVERWOODS MS4 YEAR 21 GEWALT HAMILTON ASSOCIATES

Karolina Cho
Gewalt Hamilton Associates
Environmental Consultant

NATIONAL POLLUTANT DISCHARGE DETECTION AND ELIMINATION (NPDES)

- Illicit discharge detection and elimination (IDDE)
- Pollution prevention/good housekeeping for municipal operations



OUTFALL INSPECTIONS

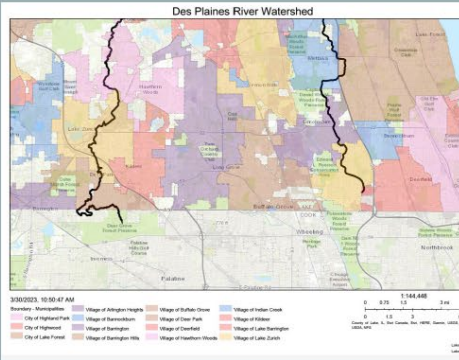
- What we look for:

- Odor
- Color
- Plant growth
- Flow (speed and direction)



STREAMBANKS AND BASINS

DES PLAINES RIVER WATERSHED WORKGROUP NARP



- The DRWW completed and submitted the Nutrient Assessment & Reduction Plan (NARP) to the Illinois EPA on December 29, 2023.



POTW total phosphorus reductions beyond 0.5 mg/L have minimal impact on water quality.



Upstream total phosphorus reductions reduce sestonic chlorophyll and improve dissolved oxygen during high flow periods.



Tributary total phosphorus reductions reduce sestonic chlorophyll in the mainstem river; but have minimal impact on dissolved oxygen.



A combined reduction in the load from POTWs, nonpoint sources, and upstream improves the water quality in the Des Plaines River.



Improving upstream dissolved oxygen addresses the impairment in the upper reaches of the Des Plaines River.

General Storm Water Permit for Small Municipal Separate Storm Sewer Systems (MS4)

2021 MS4 Permit Renewal Notice: The MS4 Permit is in the process of being reissued. Until this permit is reissued you will continue to operate under the expiring MS4 permit. The timeframe for the renewal will most likely occur by March 2024. If you have not submitted an NOI for Renewal, please do so as soon as possible. Please note we have new Renewal & Waiver NOIs.

ILR40 PERMIT UPDATE