

.Village of Riverwoods
Board of Trustees Meeting
April 2, 2024
Approved

Present:

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

Absent:

Andrew Eastmond

Also Present:

Bruce Dayno, Police Chief
Stephen Witt, Director of Community Services
Tony Vasquez, Finance Director
Tom Krueger, Fire Chief
Vivian Hofeld, Deputy Village Clerk

The meeting was called to order at 7:30 pm

Presentation of the Illinois Law Enforcement Accreditation Program Award

Lincolnshire Police Chief and ILEAD Second Vice President Joe Leonas presented the ILEAD accreditation award to the Village. In 2010, the ILEAD came up with a program to recognize agencies that meet current standards and best practices. The Riverwoods Police Department was originally accredited four (4) years ago. The ILEAD reaccreditation is significant attesting to the fact that the Department meets or exceeds the standards in a number of areas including dates of review, interviews, a public phone-in session, ride-alongs and more. Only 6 percent of Illinois agencies meet the accreditation standards. Chief Dayno reported that Commander Pfutzenreuter did a great deal of work associated with obtaining this accreditation.

Document Approval

Trustee Jamerson moved to approve the minutes of the March 20, 2024 Board of Trustees meeting. Trustee Smith seconded the motion. The motion passed unanimously on a voice vote.

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, Jamerson, Hollander, Smith (5)
NAYS: None (0)

Director of Community Services Report

Director Witt received bids for the 2024 roads program. The Building Department is working on responses to Verisk. Lake County Public Works completed the lift station. Enforcement actions included 11 citations for adjudication. The Village enforced two stop work orders. The Department is working with a prospective owner proposing to build on a property with high quality woodlands. The ZBA will be meeting next week.

There was discussion regarding a summary report of Administrative Court findings. Director Witt was also asked to provide a periodic status report on the Saunders Road.

Village Attorney's Report

Mr. Huvad reported Trustee Hollander asked about the amount of the Appropriations under the General Fund. There was a mistake in the Excel formula which was corrected.

Plan Commission Report

Plan Commission Chairperson Laurie Breitkopf reported the Plan Commission will not meet on Thursday.

Zoning Board of Appeals Report

ZBA Chairperson Sherry Graditor reported the ZBA will be meeting on April 11th.

Police Report

Chief Dayno reported the police activity is attached to the end of the minutes.

Information Items from the President

1. Appointment of the NSSRA Representative

Mayor Ford reported the NSSRA did not have a record of receiving the Village's letter of appointment of a representative, and requested a letter be issued formalizing her long time appointment.

Trustee Clayton moved to approve the appointment of Mayor Ford as the NSSRA representative. Trustee Smith seconded the motion. The motion passed unanimously on a voice vote.

2. Status of proposed purchase of the Federal Life property

Mayor Ford noted after the last closed session meeting, a motion was made to direct the Village Attorney to prepare a letter of intent to purchase the Federal Life property. Mr. Huvad explained the

Fire Protection District has been working with a consultant, Dewberry, on having a new fire station on the Federal Life property. The District is looking at a number of variables but is actively working on the design of the site. The Village is currently waiting for the Fire Protection District to complete their evaluation. Mr. Huvard spoke with Lake County about the process.

Trustee Hollander asked if Meadowlake has been contacted. Mayor Ford reported that she called the Presidents of the Meadowlake HOA and the Thorngate HOA to inform them of the outcome of the executive session. Those representatives were present at the March 20 Board meeting when the Board went into Executive Session, but were not present when the Board resumed open session to hear the motion to prepare a letter of intent regarding the Federal Life property.

It was noted that if the Fire Department is thinking about moving, they would not move closer to Riverwoods; rather, they would move to a more centralized location in their District – further north on Milwaukee Avenue.

A Thorngate resident asked about response times, especially during the Deerfield Road construction. Mr. Huvard explained they are not planning to move during construction. Chief Krueger confirmed construction would not begin until 2026. They would like to secure the property in cooperation with the Village.

Mr. Huvard explained the Village has to put in stormwater and compensatory water storage. The County will also be using some of the site.

After discussion, Mayor Ford will add a status update to the agenda for each future Board meeting. There will also be an article on the website and newsletter.

New Business

1. Approval of the 2024 Road Program

Director Witt explained the Village opened bids on March 26, 2024. The basis of the bid was the culmination of the work from eight SSAs. The low bid was substantially less than the estimate.

Trustee Jamerson moved to approve awarding the 2024 road program contract to Shroeder Asphalt Services, Inc. based on the base bid amount of \$105,239.46. Trustee Hollander seconded the motion. After discussion regarding SSA participation in engineering costs, the motion passed by the following vote:

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

NAYS: None (0)

2. Approval of the Position Description and Appointment of the Village Clerk

Trustee Clayton noted the Clerk position includes some elements of general administration. There are three key elements from Danice Moore's background that support her engagement as Village Clerk including her work as a paralegal, a Master's Degree in Public Administration, and municipal work. She worked previously as a Village Clerk, but left to become a Trustee. A salary survey was completed and the salary including an allowance for projected overtime is in the approved budget. After a discussion on overtime pay and work requirements, Trustee Clayton moved to approve the position description and appoint Danice Moore as the Village Clerk. Trustee Jamerson seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

3. Approval of Resolution R24-04-03 approving an Intergovernmental Operating Agreement among the member agencies of the Violent Crime Intelligence Task Force

Chief Dayno explained this is an agreement between the Village and the State to formalize what the Task Force members are required to do. The Department is required to obtain FOID cards from residents when the cards have been revoked, and take possession of their firearms. If there is a clear and present danger, the Department takes the firearms and works with the courts to get the license revoked.

Trustee Hollander moved to approve the Resolution approving an Intergovernmental Operating Agreement among the member agencies of the Violent Crime Intelligence Task Force. Trustee Jamerson seconded the motion. The motion passed by the following vote:

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

NAYS: None (0)

Old Business

There was no Old Business.

Visitors wishing to address the Board

Barbara Raff, President of the Thorngate HOA, expressed concern about the condition of the service road from Thorngate Lane to the lift station that is crumbling. The road is within one of the common area lots in Thorngate. The Village has access rights in Thorngate. The difference is the only party that uses this pavement is the Village and County. The issue will be reviewed.

Catherine Romanelli asked if Lake County would be purchasing Flock cameras. Chief Dayno noted the Lake County Sheriff's police have jurisdiction over unincorporated areas in Lake County.

Standing Committee Reports

Communications – Trustee Dikin reported earlier on website traffic coming from Poland. After some investigation, she found there were other businesses with similar names in Poland.

Building and Utilities/Storm Water – Trustee Jamerson reported the building permit report is in the packet. Roof replacement is starting again.

Community Services – Trustee Smith reported the Resident's Sustainability Climate Action Committee will meet next Tuesday. He will be representing the Village in the Greenest Region Compact.

Adjournment

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

The meeting was adjourned at 8:35 pm

The next regular meeting of the Board of Trustees will take place on April 16, 2024 at 7:30 pm.

Respectfully submitted,

Transcribed by:

Jeri Cotton

Attachments:

Police Report

Building Report



Riverwoods Police Incident Analysis Report

Summary by Incident Type

4/2/2024

Activity Through March 27th of Each Year

Incident Type	2024 YTD	This Time 2023 YTD
46 (7503) (Mortorist Assist)	27	21
50 PD (7572) (Crash Property Damage)	21	16
50 PI (7571) (Crash Personal Injury)	7	7
50 Priv Prop (7573) (Crash Private Property)	-	3
911 Hang up (7911)	5	1
Ambulance (7021)	93	79
Animal Problem (7245)	17	10
AOA (7001)	35	45
Armed Robbery (0310)	-	-
Assault (0500)	-	-
Attempt Suicide (7221)	-	-
Battery - Simple (0460)	-	1
Battery (0400)	-	1
Burg - From Motor Veh (0760)	-	-
Burglar Alarm (7082)	63	63
Burglary - Residential (0625)	-	3
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)	2	2
Crim Sexual Assault (1563)	-	-
Crim Trespass to Land (1330)	2	1
Crim Trespass to Veh (1360)	-	-
Death Investigation (7231)	-	1
Deceptive Practice (1110)	2	-
Domestic Battery (0486)	-	-
Domestic Trouble (7130)	2	8
DUI (2410)	9	11
Fingerprinting (7039)	3	5
Fire Alarm (0733)	11	10
Fire Call (7024)	18	13
Fireworks Complaints (3001)	-	-
Forgery (1120)	-	-
Found Animal (7246)	2	-
Found Prop. (7156)	2	1
Harassment by Telephone (2825)	-	-
Hold Up Alarm (7083)	5	7
Identity Theft (7198)	6	1
Lock out - Vehicle (7051)	5	1
Lost / Mislaid Prop (7144)	2	2
Missing Person (7178)	-	1
Noise Comp (7078)	1	5
Notification (7049)	3	5
Other Comp (7079)	12	12
Other Investigation (7199)	7	7

Incident Type	2024 YTD	This Time 2023 YTD
Other Trouble (7139)	1	1
Parking Complaint (7522)	2	-
Premise Exam (7041)	444	469
Public Service (7040)	14	12
Roadway Debris (7250)	9	9
Solicitor (7063)	-	1
Suicide (7211)	-	-
Suspicious Auto (7123)	10	17
Suspicious Person (7123)	7	8
Telephone Threat (2820)	-	-
Theft from Motor Veh (0710)	-	-
Theft of Motor Veh (0910)	-	1
Theft Over \$500 (0815)	2	1
Theft Under \$500 (0825)	1	-
Traffic Complaint (7521)	12	9
Turned in Weapon/Ammo (7160)	1	1
Village Ord. Violation (7500)	4	2
Well Being Check (7045)	16	12
Total:	885	890
Crime Prevention Notices	155	153
Case Reports	48	45
Traffic Stops	578	411
Number of Citations issued	210	163
Number of Persons Issued Citations	157	102

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

