

Village of Riverwoods  
Board of Trustees  
February 7, 2012  
**Approved**

In Attendance:

William Kaplan, Mayor  
Cheryl Chamberlain  
Rick Jamerson  
Rich Koomjian  
John Norris  
William Svatik

Absent was:

Michael Haber

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department  
Bruce Dayno, Police Chief  
Robert Durning, Director of Community Services  
Michael Ford, Village Clerk  
Patrick Glenn, Village Engineer  
Bruce Huvad, Village Attorney  
Jack Siegel, Village Attorney  
Chuck Stewart, Village Forester

Call to Order: 8:00 PM

**Approval of Minutes**

Trustee Jamerson moved to approve the minutes from the January 17, 2012 Board of Trustees meeting. Trustee Svatik seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Svatik abstaining.

**Engineer's Report**

Pat Glenn spoke with the Village of Lincolnshire. The three properties without a sewer are now being serviced by Lincolnshire. Every residence in town now has sewer available, although they are not all connected.

Mr. Glenn is working on putting together the Motor Fuel Tax project for 2012. The program will be similar to previous years and will mostly focus on drainage and limited patching on Village streets.

### **Village Attorney Report**

Mr. Huvard provided an update on the Mulch Center. After Estonian House was annexed into the Village, consultants questioned the advisability of having a sanitary sewer go to Milwaukee Avenue to service the two properties. The consultants suggested they install an individual sewage disposal system. The Mulch Center will be coming up with a design for the County and the Village to review for approval. Trustee Jamerson asked if the southern area of the property was supposed to remain level. Mr. Glenn will look into the issue.

Mr. Huvard stated the developers of the five acre parcel where Riverwoods Inn was located deposited more money in escrow. Mayor Kaplan signed the agreement with S B Friedman and the Village will get an eligibility report to see if the parcel meets the eligibility criteria for a TIF.

### **Urban Forest Management Report**

Mr. Stewart provided an update on the status of the restoration project at the site of the new police station. The buckthorn removal is complete. He distributed some photographs showing trees in various conditions and the potential location of a small shelter. The buckthorn removal and inventory has been completed. They are also thinning out the trees. Mr. Stewart explained they inventoried 370 trees in 2.71 acres. That is a lot of trees per acre. They had four size classes for the inventory. Most of the trees were between 6-inches and 15-inches. There was only one tree larger than 30-inches. Mr. Stewart explained the goal is to get enough sunlight into the area to allow the prairie grasses to grow. They also developed a plan to reallocate soil to form landforms in the area.

Mr. Stewart explained the cost to remove the trees would be \$18,479.35. There is a lot of tree debris that needs to be cleaned up. The cost would be \$70 per man hour, not to exceed \$3,515. He received an estimate from a contractor to reallocate the soil. The estimate was \$600 plus a cost of \$2678 per day for equipment and labor. Mr. Stewart requested approval to remove the 177 trees at a cost of \$18,479.35 and the time and man hour for the clean-up of tree debris on the site of the new police station.

Trustee Chamberlain moved to approve the request of Urban Forest Management for authorization to expend an amount not to exceed \$22,000 for tree removal and clean-up of tree debris on the site of the new police station. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

### **Plan Commission Report**

Mr. Huvard stated the Plan Commission met last week and held a Public Hearing on alternate energy systems. Most of the discussion was on geothermal systems. The State is looking at some regulations about licensing contractors to install the systems. The Department of Public

Health is looking into regulating the materials that can be used in geothermal systems. Trustee Chamberlain asked how many residents attended the public hearing. She was advised there were none.

### **Police Report**

Chief Dayno provided the Board with the Police Department activity since the January 17, 2012 Board of Trustees meeting. There were three 911 hang ups, one abandoned automobile, 12 accidents, 17 alarms, 17 complaints about animals, 24 fire department assists, two other agency assists, one burglary to auto, seven driving complaints, 41 fingerprintings, six lock outs, 12 motorist assists, two open doors, two public assists, 13 suspicious circumstances, two thefts, five crime prevention notices and 11 case reports. There were 133 traffic stops with 98 citations issued to 82 people.

There are currently 11 houses on the House Watch list that are checked regularly.

Chief Dayno stated there was a burglary of an auto at the Holiday Inn. There were two wallets removed from purses at Panera. This afternoon, three suspects were taken into custody for the purse thefts. Chief Dayno hopes to have some charges this evening. He noted several other Lake County departments are also looking to speak with the suspects.

Chief Dayno noted the police survey is available in the Village Voice and under Public Safety on the Village website.

Chief Dayno stated the Live Scan came in last week and the officers were trained on it. The electronic speed sign that was stolen last year was spotted in the woods by some school children. It does not appear to be usable. Chief Dayno called the insurance company but has not heard back from them.

Chief Dayno has attended a number of meetings about the upcoming summit meetings in May. Nobody knows what affect these meetings will have on the suburbs. In preparing for that, he has been exploring the NIPAS. Chief Dayno stated that NIPAS officers have specific training and equipment to use. He is recommending Officer Machiareillo for membership.

### **Fire Department Report**

Battalion Chief Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District through January 31, 2012. There were 13 EMS calls, two fire calls, one auto accident and four other calls for a total of 20 calls in January. There were five mutual aid calls to the DBFD for a total of 25 calls year to date.

Battalion Chief Christenson discussed the garage fire that occurred in the Village. He stated it was caused by construction workers leaving debris in the garage after working on the floor.

### **Comments from the President**

- Mayor and Trustee meeting on March 16, 2012 re: 59<sup>th</sup> District

Mayor Kaplan stated that Congressmen Dole and Mathias will be inviting the Trustees to a meeting on March 16, 2012 at 7:30 am to discuss what is happening in the 59<sup>th</sup> district.

### **New Business**

- Motion to approve a donation in the amount of \$1,500 to the Saint Baldrick's Children's Cancer Research Foundation fundraiser.

Officer Machiareillo requested a donation to support children that have cancer. The event is sponsored by the Lincolnshire-Riverwoods Fire Department and will be held on March 3, 201 at the Cubby Bear in Lincolnshire. Mayor Kaplan noted that the Board donated \$1,200 last year.

Trustee Svatik moved to donate \$1,500 to St. Baldricks Children's Cancer Research. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Proposed ordinance regulating the collection of solid waste in the Village of Riverwoods

Trustee Jamerson moved to waive the First Reading of the Ordinance. Trustee Chamberlain seconded the motion. The motion passed unanimously.

Trustee Svatik moved for a Second Reading and Adoption. Trustee Jamerson seconded the motion. Mr. Huvad explained that if people do not comply with the contract, the contractor has to give them notice before stopping service. Mr. Huvad also stated that he thought it would be appropriate to specify what is expected of residents and provides a basis of how to assist when there is a dispute between a resident and the contractor. Trustee Norris added that the contract provides the mechanism to tie together the Lakeshore contract, which is with the Village, and the residents themselves. It also follows the plans of the County to further enhance recycling of solid waste.

Trustee Chamberlain noted that Trustee Haber is not present, and is in charge of legal. She questioned whether he has commented on the proposed ordinance.

Trustee Chamberlain noted that under the contract it is the duty of the owner to leave out their waste at least once every seven days. She asked what would happen if someone forgets or is out of town. Mr. Huvad noted it would need to be an accumulation. Trustee Chamberlain would be more comfortable if it was set at every two weeks, due to vacations. Mayor Kaplan noted that the intent is to have residents leave out their waste at least once per week. The Village will not impose a penalty if a resident forgets. Trustee Chamberlain expressed her discomfort with that.

Mr. Huvad stated that he would propose an amendment to the proposed ordinance to address the issue. Trustee Norris stated that he would not want to amend the number of times expressed in the contract; however, he would recommend amending the Ordinance to penalize repeat violations.

Trustee Koomjian expressed concern about requiring garbage to be brought out by 7:00 am. He thought it would be up to residents to put out their garbage before their pick-up time. He noted there are different times depending on your location. Trustee Koomjian noted that if the garbage is not brought out by 7:00 am, he would be violating the Ordinance. Trustee Chamberlain noted that there is verbiage that the garbage could be brought out the night before. She suggested adding a disclaimer that there would not be a penalty imposed unless there are repeat violations. Trustee Norris suggested rewording the Ordinance so the intent is better understood.

A resident asked if the Village is contracting with a waste hauler on his behalf. Trustee Norris noted that residents should call Lakeshore directly if they have an issue. If a resident does not feel they are getting proper service, he suggested calling him directly. Trustee Norris stated that Lakeshore would be billing residents directly.

Trustee Norris moved to table further discussion on the proposed ordinance until the next Board of Trustees meeting. Trustee Jamerson seconded the motion. The motion passed unanimously.

- Motion to approve the Plant Committee budget for 2012 in the amount of \$5,000

Mayor Kaplan explained the Village approves the Plant Committee budget every year. Trustee Chamberlain asked how much of the budget would be spent on new planting. Mayor Kaplan noted it is primarily for maintenance.

Trustee Svatik moved to approve the 2012 Plant Committee budget in the amount of \$5,000. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Motion to approve a request from Deerfield High School for a contribution of \$1,000 to co-sponsor the Fifth Annual Prom After Party for senior class students

Trustee Chamberlain moved to approve a request from Deerfield High School for a contribution of \$1000 to co-sponsor the fifth annual after prom party for the senior class. Trustee Svatik seconded the motion. Trustee Chamberlain noted that this directly impacts students from Riverwoods. The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris, Svatik (5)

NAYS: None (0)

- Discussion of Duffy Lane water main bid results

Mr. Glenn stated the Village opened bids on Friday and were presented with alternates as well. Most significantly, Mrs. McKnight is on vacation and unavailable to attend the meeting. Mr. Glenn spoke to her and she asked the Board to refrain from taking any action tonight as she would prefer to be in attendance at the meeting. Trustee Chamberlain asked if the information could be discussed during the next meeting.

Trustee Jamerson asked how the bid numbers compared with the budget numbers. Mr. Glenn explained the bid numbers were more favorable than the budgeted numbers. Ordinarily, the cost to run a water main is \$200 per linear foot. The bid cost to run a water main is approximately \$150 per linear foot.

- Motion to approve the minutes of the Executive Sessions of the Board of Trustees held on March 15, 2011, April 20, 2011, and December 6, 2011

Mayor Kaplan and Mr. Ford are to discuss this before the next meeting of the Board.

### **Old Business**

There was no old business.

### **Visitors Wishing to Address the Board**

There were no visitors wishing to address the Board.

### **Standing Committee Reports**

- Police/Solid Waste – Trustee Norris praised Chief Dayno for the additional work he performed when asked to look at the number of accidents, crimes and reports before and after the Village police department was established. Unfortunately, it was difficult to obtain records from the County.

Trustee Norris was pleased to announce that the contract with Lakeshore Waste Services is in place and should start in April. Information will be sent out to residents about the various options. In addition, Lakeshore has hired Rafael to continue to service Riverwoods.

Trustee Norris will meet tomorrow with representatives from SWALCO and the RPC about the recycling programs available.

- Building/Zoning – Trustee Jamerson presented the building report summary. From January 1, 2012 to January 31, 2012, there were one commercial, one single family residential remodel, one sign and three miscellaneous permits. There were a total of five permits with a total construction value of \$158,030 and permit fees of \$1,425. From January 1, 2011 to January 31, 2011, there was one permit issued with a total construction value of \$22,848 and permit fees of \$528.

Trustee Jamerson added that the Board has passed the necessary ordinance providing for the submission to the electors of the Village the question of whether the Village should have the authority to negotiate with energy suppliers for the supply of electricity for its residential and small commercial retail customers who do not opt out of such program. The Village will supply information on the benefits. Trustee Chamberlain suggested checking with surrounding Villages to see what they may be doing. Trustee Jamerson explained that some Villages will hold public meeting so residents can understand the options.

- Finance/Soil & Water Conservation – Trustee Svatik explained he has been working on the Appropriations Ordinance.
- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain announced that she will meet with the NSSRA Facilities Committee to discuss the Village’s concerns about putting a cap on the Village’s liability and not purchasing before they sell a property.

Trustee Chamberlain previously wrote an article about the Village’s forestry program. She has updated the article and it will be published in the Village Voice and on the Village website along with forms.

- Sewer/Drainage/Environment/Stormwater – Trustee Koomjian spoke with the Chief of the Lake Michigan Management Office of the Illinois Department of Natural Resources about the possibility of increasing the allocation of Lake Michigan water to the Village. That official said that for an increased allocation there would have to be a public hearing and the Village would need to go through the proper steps. If the Village needed to increase its allocation it would petition to have that done and it likely would be considered a routine matter. That official also suggested that the best way to proceed in this regard would be to extend the water system within the Village and document how much water was being used to determine whether an increased allocation would be required. That official further stated that Riverwood’s access to Lake Michigan water is not in jeopardy. Trustee Koomjian then noted the Lake Michigan Management Office is concerned about the efficient use of water. They have the authority over deep water wells, but not shallow water wells.

Mr. Glenn summarized that the Village’s allocation is based on a Supreme Court ruling. The Village has a certain quantified allocation. Every year the Village files a form with the State that shows how much water they purchased versus how much water they sold.

Trustee Koomjian stated that he believes the Trustees should continue to monitor the levels of the shallow water table. The allocation does not appear to be in jeopardy, and it is up to the residents to determine if additional or extended public water systems would be of benefit to them. Trustee Jamerson noted that from June through September, the water usage in the Village goes up 60%.

Board of Trustees Meeting

February 7, 2012

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**Adjournment**

There being no further business or discussion, Trustee Svatik moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:28 pm.

The next regular meeting of the Board of Trustees is scheduled for February 21, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk  
Transcribed by Jeri Cotton

Village of Riverwoods  
Board of Trustees  
January 17, 2012  
**Approved**

In Attendance:

William Kaplan, Mayor  
Cheryl Chamberlain  
Michael Haber  
Rick Jamerson  
Rich Koomjian  
John Norris

Absent was:

William Svatik

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department  
Michael Ford, Village Clerk  
Bruce Dayno, Police Chief  
Robert Durning, Director of Community Services  
Patrick Glenn, Village Engineer  
Bruce Huvad, Village Attorney  
Chuck Stewart, Village Forrester

**Call to Order: 8:00 PM**

**Approval of Minutes**

Trustee Jamerson moved to approve the minutes from the January 3, 2012 Board of Trustees meeting. Trustee Chamberlain seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Norris abstaining.

**Engineer's Report**

Mr. Glenn stated the Village advertised that bids are being accepted for the Duffy Lane water main project. Bids will be opened on Friday, February 3, 2012 and Mr. Glenn will bring a recommendation to the February 7, 2012 Board of Trustees meeting.

**Plan Commission Report**

Mr. Huvad noted the Plan Commission will hold a Public Hearing during their regular meeting on February 2, 2012 at 7:30 pm regarding a possible Text Amendment on wind and solar energy systems.

### **Police Report**

Chief Dayno provided the Board with the Police Department activity since the January 3, 2012 Board of Trustees meeting. There were two 911 hang ups, six accidents, 25 alarms, two complaints about animals, 11 fire department assists, three other agency assists, two well-being checks, one finger printing, one harassment, 10 motorist assists, one noise disturbance, one open door, five suspicious circumstances, four crime prevention notices, and two case reports. There were 87 traffic stops with 58 citations issued to 52 people.

There are currently ten houses on the House Watch list that are checked regularly.

Chief Dayno stated the police survey is available in the Village Voice and under the Public Safety section of the Village website.

### **Comments by the President**

- Open Meetings Act Training

Mayor Kaplan explained that everyone has to take a course on the Open Meetings Act. Mr. Huvard explained they are trying to educate boards about possible problems about email and other things that can lead to violations of the Open Meetings Act.

### **Visitors Wishing to Address the Board**

Art Bielski, 535 Shelby Lane, expressed concerned about the decision to replace Waste Management. Mr. Bielski specifically voiced support for Rafael, because he has become a part of the community. He trusts Rafael to answer questions and feels he is very reliable. Mr. Bielski does not think a few dollars of savings is worth the change. He wants the Board to know that it is not always about the money. Rafael has been doing a stellar job since Mr. Bielski moved into the community 11 years ago.

Mr. Bielski also read about the possibility of having city stickers. Ten years ago, when city stickers were discussed, he was told that everything for the police department was going to be paid and there were not going to be tax increases or new fees. He expressed concern about this new direction. If fees are going to be collected, he would like to gain access to a library or have a park built in Riverwoods. In some ways, he feels that the wonderful Village of Riverwoods is acting more like a big city than a small community. He understands things cost money, but he would like the Village to invest in the things for the children in the community. Mr. Bielski would like to know about the future plans in the Village. He noted there are a number of families with younger children that have moved into the community. Mr. Bielski asked that this demographic be considered.

Mayor Kaplan noted that the Village sticker issue was voted down. He explained that Village residents have access to the Deerfield Library or the Vernon Township Library. Because Riverwoods does not have a library, however, Riverwoods residents would need to pay for

library service like residents of other towns. If the Village wants a library, they could sign a petition and put forth a referendum. Mayor Kaplan does not think that will happen at this time. Trustee Norris noted that the possibility of having Village stickers was discussed because stickers were previously available through the RRA. They may not go forward with stickers in the future.

Trustee Norris provided a brief history about the library. Over the past 15 years, Riverwoods has had a library corporation try to get a special membership where members could get a reduced rate. They found that the Village would get five or six people a year. Trustee Norris stated that residents want the library while they have school-age students, but it is not as big an interest once the students have left. The Board is aware of it. If people want a separate library district in Riverwoods, the Board will assist.

David Schoenfeld, 765 Portwine, understands why Riverwoods does not have a library. He was at a Board meeting, however, where the Board gave a \$500 donation to the Deerfield library. Mayor Kaplan explained the Board donated the money to the 1 Book, 1 Zip Code program.

Mr. Schoenfeld stated that Rafael does everything for residents. He believes the Village should show him loyalty.

Ron Baranski, 2590 Chianti Trail, wanted to show support to Rafael and Waste Management and the service they provided him over the years. He explained that Waste Management has always been very accommodating. Mr. Baranski questioned whether Lakeshore would be on the same schedule. He believes these things are important to iron out before a contract is signed.

Bernard Lakemaker, Thornwood Lane, stated his support for Rafael. He is comfortable with Rafael coming up his driveway when he is away. Mr. Lakemaker would not be comfortable with an unknown entity. He does not believe \$100 is enough savings to make a change.

### **New Business**

- Proposal to approve an agreement to partially reimburse the owner at 2575 Forest Glen Trail for a flood control system in an amount not to exceed 50% of the total cost, up to a maximum of \$4,000

Mr. Glenn explained how he discovered a permit for an individual installing a flood control system on the sewer system to his house. He was unaware of any issues on Forest Glen. Mr. Glenn contacted the owner and found that the property owner was getting severe back up in the first floor tubs and showers in his home. The Village has a lift station on Whigham Road that provides flood protection to the two houses on Whigham Lane. Mr. Glenn felt it would be consistent if the Village participated in the cost of the installation of a flood control system to keep the sewer from backing up into the property owner's house. Staff felt it would be reasonable to pay half, up to \$4000, with the request that the owners would sign a release that would absolve the Village for any past or future responsibilities for any issues with sewer back up into the house.

Trustee Haber asked how many other, potential residents may need a flood control system like this. Mr. Glenn is not aware of any other residents. He noted there may be some residents that have not notified the Village. Mr. Glenn stated a number of communities have regular programs for Village participation.

Trustee Haber moved to approve an agreement and release to partially reimburse Barbara and Michael Schlessinger, the owners of 2575 Forest Glen Trail, for a flood control system up to 50% of the cost in an amount not to exceed \$4000, subject to the receipt of a release in satisfactory form by the homeowners in favor of the Village. Trustee Chamberlain seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

- Proposal to add prescribed burning to the cost share program on a 50/50 basis, the contribution of the Village to be \$800 per acre, with a maximum of 2 acres per property and limited to no more than once every 5 years.

Mr. Stewart looked at the cost-share programs for the various programs in the Village. There was an interest in establishing a similar program for prescribed burns. Mr. Stewart looked at the costs from the restoration project, which came up to about \$1400 per acre. He felt that with the additional costs for fuel consumption and less consistent situations, the cost would be about \$1600 per acre. With a 50-50 cost share, the Village's exposure would be \$800 per acre. Mr. Stewart suggested limiting the Village's exposure to \$1600. Trustee Chamberlain added that part of the program requires residents to consult with the Village forester to see whether the property is applicable and whether a permit would be issued. Mr. Stewart explained there are very stringent State requirements. Trustee Koomjian suggested taking a test plot and making measurements of the floral composition to see if there are tangible results. Mr. Stewart is unsure how to find a typical plot. Trustee Chamberlain stated that some residents have asked for a prescribed burn cost share, as it has been recommended for their properties. She noted that she and Mr. Stewart will continue to do an annual assessment and re-evaluation of all Village cost-share programs and make adjustments as needed.

A resident inquired why the Village is paying if the resident is requesting a controlled burn. Mr. Stewart explained the Board made a decision to use this as a mechanism for residents to better manage their woodlands. He stated the funds come from proceeds from mitigation fees, and fees generated when residents remove trees and pay a fee so they do not have to replace them. This program, like the other cost-share programs, helps residents manage their woodlands.

Mike Clayton, 3030 Blackthorn Road, noted that many times the seed bank needs to be rejuvenated at the same time as a prescribed burn. He asked if the seed bank rejuvenation would be part of the cost-share program. Mr. Stewart explained that they have not gotten to that point yet. The seeding is usually not a big cost factor.

Trustee Jamerson moved to add prescribed burning to the Village forestry cost share programs with a 50-50 cost share of \$800 per acre with a maximum of \$1,600 per property. Residents can take part in the 50-50 prescribed burning cost-share program no more often than every five years. Trustee Haber seconded the motion.

Trustee Koomjian moved to amend the motion to ask Urban Forest Management to design and conduct a sample plot on the Village Hall property so they have quantitative data on what they achieved. Trustee Jamerson stated that he would prefer to consider this at a later time, and Mr. Stewart said that he would gather costs. Trustee Koomjian then withdrew his motion.

The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

### **Approval of Bills**

Trustee Jamerson made a motion to approve the bills. Trustee Norris seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

### **Old Business**

- For a 2<sup>nd</sup> reading and adoption of a proposed ordinance amending provisions of the Village Code concerning Dutch elm disease and trees infested with Emerald Ash Borer.

Trustee Jamerson moved for a second reading and adoption of the proposed ordinance. Trustee Koomjian seconded the motion.

Mr. Huvad explained he added provisions to clarify the appeal process. He also removed the specifications on what needs to happen to the stump after an ash tree is removed.

The motion, as amended, passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Norris (5)

NAYS: None (0)

ABSENT: Svatik (1)

Ordinance 12-1-1.

Mr. Stewart provided a brief update on the restoration project. He stated that the buckthorn removal has been done by hand. They are about 70% complete on that and he will meet with

them to review the rest of the work. They will also be doing some burning. They completed the tree inventory. Over the next few weeks, he will determine which trees should be removed.

Mr. Stewart mentioned that they went through a process with the police station where they removed the buckthorn, inventoried the trees and prepared the site. Mayor Kaplan stated that Cheryl Hadley received a call from an irate person who was championing native white oak trail trees. The caller stated there was a white oak tree on the police department property that was a "trail" tree. Mr. Stewart stated that they inventoried 57 trees on the police station property that were six inches in diameter or larger but did not find a 300 year old oak tree. According to the caller, the tree was near where the rain garden was built. In that area, the largest tree was a 39" diameter burr oak that was rated a 4 on a scale of 1-6 with 1 being the best. There was nothing on the tree to denote it as a trail tree. Trustee Chamberlain added that the Village has identified trail trees. Mr. Huvard explained a trail tree has been especially nurtured to show where trails are marked. Mr. Stewart noted there were no trail trees on the site.

- Proposal to approve the proposed residential solid waste & recycling services agreement with Lakeshore Waste Services, LLC, subject to Village counsel's approval of Lakeshore's performance bond.

Mr. Huvard stated the version in front of the Trustees includes revisions suggested by the Trustees. The basic deal did not change. There will be a choice of limited or unlimited service, backdoor or street-side service, residents can use their own refuse containers for regular garbage if they desire; however, the cost of toters will be included. Residents have the choice of a 64 gallon or a 94 gallon toter. The rate for leasing additional toters was lowered to \$3. The price list submitted in the RFP did not change. Most of the points changed were clarifications. There was some old language that was updated. Mr. Huvard stated that Lakeshore's attorneys are ready to execute the contract in its current form.

Mayor Kaplan explained some residents have asked the Board to reconsider. Mayor Kaplan noted that some residents received charges on their bills, such as gas surcharges and administrative fees. They found that the bills from Waste Management were not the same for everyone. Although no one was complaining about the service, there was no consistency in the billing. Mr. Huvard noted that Lakeshore will accept electronic payments without extra fees.

Trustee Norris explained they tried to provide residents with as good service as they have now, at a better rate. Lakeshore will also provide a large recycle toter at no charge to residents. Mr. Baranski, 2590 Chianti Trail, expressed concern because his curb is ¼ mile back from Portwine Road. Trustee Norris explained that Lakeshore will offer back door service as an option, at an additional cost. He noted that if Waste Management's curb side service was ¼ mile from Portwine that is what the resident would receive from Lakeshore. Trustee Norris noted that the scheduled pickups would remain the same for the first three or four months. After that, Lakeshore would work with residents if it needed to change. Trustee Norris explained that there would be an education program put in place describing all of the options available.

Mr. Baranski explained that he does not currently recycle because he would have to pay and drag the refuse ¼ mile to the curb. Trustee Norris explained that the County has put forth a new solid waste plan and residents will need to recycle. Mr. Glenn noted that the map submitted with the agreement does go to the end of Chianti Trail. Mr. Baranski stated that the Waste Management trucks were too long and could not make the turn. Trustee Norris stated the Lakeshore trucks are slightly smaller than the trucks currently being used.

Trustee Norris explained that the average cost is about 40% less than what residents have been paying. The contract does not allow for administrative fees or fuel charges. The contract does allow a 2-3% annual increase. The goal is to increase recycling, lower costs and provide similar or better service. He noted the Village has encouraged Lakeshore to speak with Rafael.

Ilene Schoenfeld, 765 Portwine, questioned why the Village would not go with Waste Management at the guaranteed rate of approximately \$28. Mr. Huvard explained that rate was received during the formal bidding process. He stated there is a certain procedural fairness and most communities have an Ordinance in place that require them to award the bid to the lowest, responsible bidder. Ms. Schoenfeld noted that one of the reasons for going out to bid was that Waste Management was charging additional fees. If the Village went with Waste Management, they would be bound by the contract and would not be able to charge the additional fees. She feels it would be worth the extra \$7 a month to stay with Waste Management. Mr. Huvard explained they were not the lowest, responsible bidder. Trustee Norris explained Waste Management was 25% higher than the lowest, responsible bidder. If the bids were almost the same, the Board may have stayed with Waste Management.

When questioned whether Lakeshore would be able to provide good, long-term service, Trustee Norris explained the Village did its due diligence and believes Lakeshore appears to be able to perform the work. He noted that Lakeshore services 50,000 people for recycling and will be taking over in Skokie as well. They should have the financial ability to perform the work. Trustee Norris stated that the Village is a member of SWALCO, and that the executive director of SWALCO is familiar with Lakeshore Waste Services, LLC and has not experienced any problems with the company.

Mr. Huvard stated that he added a sentence into the contract that anything that is a recycling material must be recycled. Trustee Haber disclosed that as an attorney, he represents people in the waste business that do business with Lakeshore. Lakeshore gives a fair amount of business to one of his clients. Therefore, Trustee Haber announced that he would abstain from voting on the proposal.

Trustee Norris moved to approve the contract with Lakeshore Waste Services, LLC., subject to Village counsel's review of its performance bond. Trustee Koomjian seconded the motion.

Trustee Chamberlain commented that there is a provision in the contract in regard to quality of performance. She feels that is important and, additionally, there are a number of residents that would welcome the \$100 savings.

Board of Trustees Meeting

January 17, 2012

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The motion passed by the following vote:

AYES: Chamberlain, Jamerson, Koomjian, Norris (4)

NAYS: None (0)

ABSTAIN: Haber (1)

ABSENT: Svatik (1)

Trustee Norris stated that if residents have any further questions or problems, they should contact him. The Board wants this to be as close to the current service or better. He also welcomes the feedback.

### **Adjournment**

There being no further business or discussion, Trustee Chamberlain moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:35 pm.

The next regular meeting of the Board of Trustees is scheduled for February 7, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk  
Transcribed by Jeri Cotton

Village of Riverwoods  
Board of Trustees  
January 3, 2012  
**Approved**

In Attendance:

William Kaplan, Mayor  
Cheryl Chamberlain  
Michael Haber  
Rick Jamerson  
Rich Koomjian  
William Svatik

Absent was:

John Norris

Also Present:

Duane Christenson, Battalion Chief, Lincolnshire – Riverwoods Fire Department  
Michael Ford, Village Clerk  
Bruce Dayno, Police Chief  
Patrick Glenn, Village Engineer  
Bruce Huvad, Village Attorney

**Call to Order: 8:00 PM**

**Approval of Minutes**

Trustee Chamberlain moved to approve the minutes from the December 20, 2011 Board of Trustees meeting. Trustee Jamerson seconded the motion. Various corrections were made by the Trustees, after which the motion to approve the minutes, as corrected, passed unanimously, Trustee Haber abstaining.

**Engineer's Report**

Pat Glenn stated the Village received the permit from the EPA for the Duffy Lane water main. He will bring a bid recommendation to the Board in February, at which time the Board will have to decide between two options.

**Police Report**

Chief Dayno provided the Board with the Police Department activity since the December 20, 2012 Board of Trustees meeting. There were five accidents, 20 alarms, six complaints about animals, ten fire department assists, three other agency assists, two well-being checks, two child safety seat installations, one criminal damage to property, two disputes, two driving complaints, two DUIs, one finger printing, five harassments, one ILEAS callout, two vehicular or residential lock outs, 11 motorist assists, seven suspicious circumstances, one theft, 10 crime prevention

notices and seven case reports. Chief noted that ILEAS stands for Illinois Law Enforcement Alarm System, which is a mutual aid for police. There were 53 traffic stops with 35 citations issued to 28 people.

There are currently 15 houses on the House Watch list that are checked regularly.

Chief Dayno stated the ILEAS callout was from Northbrook. There was an autograph session in Northbrook Court with Bulls players. The turnout was much greater than expected and they asked for other agencies to assist.

Chief Dayno received an email from Willow House who offered to conduct a First Responder Training for encounters with grieving families. They are very appreciative of the money donated by the Village. Chief Dayno left a message stating the department would be very interested in the training.

### **Fire Department Report**

Battalion Chief Duane Christenson from the Lincolnshire-Riverwoods Fire Department presented the call volume for the LRFPD District including mutual aid to the DBFD District for the month of December. There were 19 calls including 13 EMS calls and six fire calls. There were 454 calls year to date.

### **New Business**

- Proposed refund of the street restoration bond posted with respect to 1332 Woodland Lane

Mayor Kaplan stated that this item was left off the bills at the last meeting. He recommended approval of the street restoration bond for 1332 Woodland Lane. Mr. Huvard stated the street restoration bond was to ensure there was no damage done to the street during the construction. There was no damage done to the street, so the bond should be refunded.

Trustee Haber moved to refund the bond. Trustee Jamerson seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Svatik (5)

NAYS: None (0)

### **Visitors Wishing to Address the Board**

There were no visitors wishing to address the Board.

### **Old Business**

- Proposal to ratify the previously approved supplemental Motor Fuel Tax resolution for an additional \$5,000 for work completed in 2011

Mr. Huvard explained the Board passed a resolution at the last meeting, which appropriated an additional \$5000 from the motor fuel tax fund for work completed in 2011. The bids were higher than expected so the Village was short with the initial appropriation. Mr. Glenn noted the MFT fund has about \$650,000 in unobligated funds.

Trustee Haber moved to ratify the resolution. Trustee Koomjian seconded the motion. The motion passed by the following vote:

AYES: Chamberlain, Haber, Jamerson, Koomjian, Svatik (5)

NAYS: None (0)

- Discussion of a proposed agreement to provide residential solid waste & recycling services within the Village.

Mayor Kaplan stated things were under control. For the first three months, things will remain the same. Mr. Huvard explained the pickup is weekly, but Lakeshore believes they can complete the pickup in the Village in two days. As more people utilize the toters, things will become more efficient. Mr. Huvard asked the Trustees for additional comments. Trustee Chamberlain asked whether the trucks would add additional stress, wear and tear to the roads. Mr. Huvard replied that they anticipate the road stress to be about the same as the current company.

Carol Lieberman, 406 Greenbriar Lane, suggested having a trial period because Lakeshore is less experienced than Waste Management. Mayor Kaplan explained Lakeshore will be providing a performance bond and they will be purchasing at least one additional truck. Trustee Chamberlain explained there is a quality of service provision in the service agreement. Mayor Kaplan noted that Trustee Norris and Walter Willis from SWALCO have done their due diligence and they are satisfied Lakeshore will be able to perform.

Village Clerk Mike Ford pointed out that Waste Management seemed to be charging an add-on fee of \$2 to the bills of residents who would not authorize Waste Management to automatically debit their bank accounts when the bill was due. Mayor Kaplan noted Waste Management also added an administration fee and a gas surcharge. The Trustees commented that extra charges such as these should be addressed going forward. Mayor Kaplan stated he will seek to prohibit these kind of additional fees in the Lakeshore contract.

Mr. Paul Zgonena, 2930 Riverwoods Court, expressed concern about road damage. He spoke with Waste Management about minimizing truck weight on the property. His street is a private street and the residents maintain it. He stated Waste Management has been very accommodating and they assured him that their truck would be 1/3 full or less when going on their street. Mr. Huvard explained Lakeshore provided the Village with pictures and specifications of the vehicle they intend to purchase for the Village. Mr. Huvard stated the Village specified the truck must be a single axle. Mayor Kaplan noted that all private streets would request being in the

beginning of the run; therefore, the Village could not make that request of Lakeshore. Trustee Haber suggested the four homes could bring their garbage to the end of the street, so the vehicle would not have to enter Riverwoods Court. Mayor Kaplan stated Mr. Zgonena could negotiate on a private basis if he desired. Trustee Koomjian stated the Village could confirm that the truck capacity and weight is not larger than that which Waste Management uses. Trustee Chamberlain stated her belief that the Village should be mindful of street repairs progressing at the same rate. Further action on the proposal was then deferred until the next meeting of the Board.

- Proposed ordinance amending provisions of the Village Code concerning Dutch elm disease and trees infested with Emerald Ash Borer.

Trustee Jamerson moved to waive the first reading of the Ordinance. Trustee Koomjian seconded the motion. The motion passed unanimously.

Trustee Chamberlain made a motion for second reading and adoption of the Ordinance. Trustee Jamerson seconded the motion. Mr. Huvad spoke with Mr. Stewart who explained that infected trees do not need to be removed. When trees are infested with Emerald Ash Borer, they can be okay for a while before they become brittle and weak. If a tree becomes a hazard, however, it will need to be removed. Trustee Haber noted that the proposed ordinance does not have an appeal process. Mr. Huvad explained that if the Village forester determines a tree to be dangerous, they could come before the Village Board. Trustee Haber believes there needs to be information about how a resident could appeal the Village forester's decision. He also believes there needs to be a timeframe to appeal. Mr. Huvad stated that he will make the necessary changes in this regard to the proposed ordinance.

Further action on the proposal ordinance was then deferred until the next meeting of the Board.

- Discussion of proposed regulations for renewable energy systems

Mr. Huvad explained the Plan Commission met several times and made a recommendation to the Board. He drafted an Ordinance, but the Plan Commission needs to hold a Public Hearing because zoning is affected. Mr. Huvad asked the Board to give input and direction to the Plan Commission whether this is the format they should bring to a Public Hearing.

Trustee Chamberlain questioned what the Village would expect someone to install, given the limited wind availability due to the trees in the Village. Mr. Huvad explained that he spoke with contractors who stated that wind would have to be measured on individual sites. Trustee Chamberlain noted that the Ordinance may need to be adjusted as technology improves. She also stated that at this point, the wind energy systems may just make a statement, or be decorative. Trustee Koomjian stated that he looked into the amount of energy he could save. With a wind speed of 5 meters per second, he could save about \$140 per year. The cost of a wind energy system is about \$40,000.

Trustee Haber asked if there has been any discussion about federal preemptions with what could be done. Mayor Kaplan stated right now, the federal government is encouraging alternative energy systems. Mayor Kaplan expressed concern about noise and impact on neighbors. Trustee

Chamberlain noted that if the Village wants to make the best impact with respect to wind energy, they could do that through municipal electric aggregation and selecting sustainable energy.

### **Standing Committee Reports**

- Building/Zoning – Trustee Jamerson presented the building report summary.

From December 1, 2011 to December 27, 2011, there were one roofing/siding permits, three fence/deck/patio permits and four miscellaneous permits for a total of 8 permits with a total construction value of \$101,384 and permit fees of \$1125. From December 1, 2010 to December 27, 2010, there were five permits with a construction value of \$1,012,091 and permit fees of \$6698.

From January 1, 2011 to December 27, 2011, there were 128 permits with a construction value of \$2,521,115 and permit fees of \$38,585. From January 1, 2010 to December 27, 2010, there were 123 permits with a construction value of \$4,675,612 and permit fees of \$58,362.

Trustee Svatik asked whether there has been an impact due to the sprinkler Ordinance. Trustee Jamerson stated that in Northbrook, it has not been an issue.

- Finance/Soil & Water Conservation – Trustee Svatik stated that he would be attending the DBR meeting on Friday. He will also work on the Appropriations Ordinance that is due in March.

- Roads/Bike Path/Parks Forestry/NSSRA – Trustee Chamberlain stated she and Trustee Koomjian reviewed white papers on Emerald Ash Borer, Dutch Elm Disease and Gypsy Moth.

Since the last Board meeting, 2/3 of the NSSRA member agencies have ratified the agreement, so they will be going forward. She will bring the Village's questions to the facility committee and ask them to make a recommendation to the NSSRA Board.

### **Adjournment**

There being no further business or discussion, Trustee Koomjian moved to adjourn the meeting. Trustee Jamerson seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:56 pm.

The next regular meeting of the Board of Trustees is scheduled for January 17, 2012 at 8:00 PM.

Respectfully submitted,

Mike Ford, Village Clerk  
Transcribed by Jeri Cotton