

VILLAGE OF



**Board of Trustees Meeting
August 15, 2016**

CALL TO ORDER

Village President William Russell called to order the regular meeting of the Board of Trustees of the Village of Kenilworth in the Kenilworth Village Hall, Kenilworth, Illinois at 7:32 pm on August 15, 2016.

ROLL CALL

President Russell requested Village Clerk James McClamroch to call the roll:

Trustees:

Trustee Scott Lien	Present
Trustee Kevin Lennon	Present
Trustee Ann Potter	Present
Trustee Joe Konen	Present
Trustee Alison Winslow	Present
Trustee Peter Shadek	Absent
President William Russell	Present

A quorum was present.

Others Recorded as in Attendance:

Village Officials and Staff:

Patrick Brennan	Village Manager
Patrick Garvey	Treasurer

Others, Signing in:

Justin Mohr
Alexandra Greenwald

AGENDA ITEM II. APPROVAL OF THE MINUTES

President Russell stated that three sets of minutes were provided in advance of the meeting for consideration of approval. The minutes were for the July 18, 2016 meeting of the Village Board as well as minutes from the Closed Session meetings held on January 25, 2016 and July 18, 2016. President Russell inquired if there were any questions or recommended changes to the minutes as presented. Hearing none, he called for a motion to approve all three sets of minutes. Trustee Lennon offered a motion, and Trustee Konen seconded the motion, to approve the minutes from the meetings. The minutes were approved by voice vote without dissent.

AGENDA ITEM III. VILLAGE PRESIDENT'S REPORT

President Russell informed the Trustees that the first phase of the KW2023 program is on track to be completed soon. As such, it is time for the Board of Trustees to start thinking about the next steps which may include determining the next project areas, identification of funding sources, and the resident communication process. President Russell also updated the Trustees on the Roger, Sterling, Green Bay intersection improvements. He stated that at the request of one property owner, he and the Village Manager met to discuss the owner's potential interest in selling the property. President Russell explained the anticipated process steps and asked the Trustees for a consensus to proceed with the discussions. Upon conclusion of the discussion a consensus was reached for President Russell to continue exploring the potential to purchase the property as needed to realign the intersection. Lastly, President Russell stated that he had asked the Village Manager to look into the potential costs associated with disguising a monopole as a spruce tree. He stated that photos distributed recently by Clerk McClamroch were surprisingly effective at masking the cellular equipment.

AGENDA ITEM IV: APPROVAL OF THE WARRANT LIST

Trustee Lennon reported that all bills for the month of July had been reviewed, with the total for the Class A warrants being \$931,174.45 and Class B warrants being \$219,917.04. Trustee Lennon noted that all invoices appeared to be in order.

Trustee Lennon offered a motion to approve the June Class A warrants in the total amount of \$931,174.45 and ratify the Class B Warrants in the total amount of \$219,917.04. Trustee Konen offered a second to the motion.

A roll call vote was taken as follows:

For: Lien, Lennon, Potter, Konen, Winslow
Against: None

The motion was approved, five votes in favor and none opposed.

AGENDA ITEM V: REGULAR SCHEDULED BUSINESS

A. Items for Consideration

1. Discussion of the Architectural Review Commission Recommendation Regarding Street Name Sign Colors

Village Manager Brennan explained that the Architectural Review Commission (ARC) completed its review of the potential street name sign designs as requested by the Board of Trustees. The Committee had been asked to consider and provide a recommendation regarding: 1) if street name signs should be placed on existing lamp posts or on new posts at intersections; and 2) a preferred color scheme based upon the recommended mounting decided upon. The ARC reached a consensus that the street name signs should be placed on existing street light poles where they were close enough to the respective intersection to be easily viewed. Regarding the preferred color options, the Committee forwarded a recommendation for white lettering on green signs. The prior recommendation for the use of extruded signs with a margin was retained.

President Russell opened the discussion on the item and indicated that he would take the decision points one at a time. First, he inquired if there was a consensus upon the mounting location of street light pole vs. distinct pole for the signs. Upon conclusion of the discussion, the Trustees reached a consensus mirroring the ARC recommendation. With the mounting location determined, next President Russell opened the discussion regarding the preferred color choices. The Trustees engaged in an extended discussion of the color options, aesthetic impacts, merits of having a different color street name sign than neighboring communities, and the visibility of the signs in various lighting conditions. Ultimately, the Trustees reached a consensus upon the ARC recommendation for white lettering on a green background. Village Manager Brennan was directed to proceed with ordering the new street name signs as budgeted funding is available. A short discussion was then held about the mounting brackets and use of stainless steel mounting bands. Manager Brennan stated that he had not received any comments or complaints regarding the aluminum brackets used to mount the demonstration signs at Richmond and Kenilworth Ave. He stated he would look for alternatives for the stainless steel mounting bands, but it may be difficult to find an alternative strapping. He said it was his intention to move forward with the mounting options as demonstrated at the example intersection.

AGENDA ITEM VI: REPORT OF COMMITTEES

Building, Planning and Zoning

Trustee Potter informed the group that the Committee was continuing its work on site regulations for lakefront lots and that a public hearing to discuss the proposed

regulations would be conducted in September. She also stated that the drainage and grading regulations would be discussed during the same meeting. While the drainage and grading changes do not require a public hearing, Trustee Potter stated that discussing the proposed regulations on the same evening should help get additional resident input.

The remainder of the committees had no updates to provide for this meeting.

AGENDA ITEM VII: REPORT FROM STAFF

Community Development

No update for this meeting.

Finance

Trustee Lennon noted that a large remodeling project resulted in an increase in the building permit revenue. He inquired if the revenue was included in the budget. Manager Brennan stated that the project was not anticipated when the budget was developed. An inquiry was also made into the status of water sales for the season. Manager Brennan stated that residential billing trails four months behind consumption, so it was difficult to track the revenue on a timely basis. He said that water production had been trending above average, which is generally a good indicator of future water revenue.

Police

No update for this meeting.

Public Works

No report for this meeting.

Legal Counsel

No report for this meeting.

Village Manager

Village Manager Brennan updated the trustees on several matters.

First, Village Manager Brennan briefed the trustees on the status of the KW2023 – Cumberland/Roslyn/Melrose project. He stated that the second roadway phase was about to commence. Parking had been designated for residents in several adjacent blocks and that the southbound lane of Sheridan Road had been designated for on-street parking during the road phase. The center turn lane was repurposed for southbound traffic. He stated that utility conflicts continued to be a problem for the project which was leading to both delays and claims for additional expenses from the contractor.

President Russell mentioned how well the roadway performed at infiltrating storm water. During heavy downpours with other streets experiencing flooding, the improved

streets did not have any standing water. Brennan stated that the project is on schedule to be completed approximately at the end of October.

Next, Village Manager Brennan provided an update of the work on the booster pump station and water distribution system. The primary water main work to interconnect the Wilmette and Kenilworth water distribution systems was complete. Staff and the contractor were currently waiting on the completion of the booster pump station. Due to the complexity of the station, it was expected that it would not be ready for installation until the end of October or early November. Brennan explained that the timing was beneficial as the Kenilworth Avenue resurfacing work should be completed prior to the arrival of the booster pump station. Brennan stated that the other project, improving the water distribution system, was also nearly complete. He stated that the new 12" water crossing under Green Bay Road and the railroad tracks at Kenilworth Avenue provided an important improvement to the reliability of the water distribution system. He stated that fire hydrant testing would soon follow and that he was hopeful that it helped improve the testing results.

Finally, Manager Brennan provided an update on the Kenilworth Avenue resurfacing project. He stated that work was commencing and that the project would first be focusing on the north side of Kenilworth Avenue between Ridge Road and Green Bay Road. Once the concrete work was completed on the north side, crews would then focus their work on the south side of the street. He stated that several notification letters had been delivered to residents and that notice would be provided before any work impacting driveway access would be initiated. For the duration of the project, westbound traffic would be maintained with eastbound traffic using adjacent streets.

AGENDA ITEM VIII: BUSINESS FROM THE PUBLIC RELATED TO ITEMS NOT ON THE AGENDA

There were no members of the public present who asked to address the Village Board.

AGENDA ITEM X: ADJOURN

With no further business, Trustee Konen offered a motion, and Trustee Lennon seconded the motion, to adjourn the meeting. The meeting was adjourned by voice vote at 8:21 p.m.

Respectfully Submitted,

Patrick Brennan
Deputy Village Clerk