

VILLAGE OF



KENILWORTH, IL

**Board of Trustees Meeting
April 18, 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 April 18, 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 | Present |
| President William Russell | Present |

A quorum was present.

Others Recorded as in Attendance:

Village Officials and Staff:

| | |
|------------------|--------------------------------|
| Patrick Brennan | Village Manager |
| David Miller | Chief of Police |
| Susan Criezis | Community Development Director |
| Nadim Badran | Management Analyst |
| Peter Nickell | Management Analyst |
| James McClamroch | Village Clerk |

Others, Signing In:

Eleanor Prince

AGENDA ITEM II. APPROVAL OF THE MINUTES

Trustees addressed the draft March 28, 2016 Village Board meeting minutes as presented.

Village Manager Brennan presented a correction for page 6, line 24 whereby the word “temporarily” should be added in front of “withdrawn.”

Trustee Lennon offered a motion, and Trustee Lien seconded the motion, to approve the corrected minutes of the March 28, 2016 Board of Trustees meeting. The minutes of the meeting were approved by voice vote without dissent.

AGENDA ITEM III. VILLAGE PRESIDENT’S REPORT

None

AGENDA ITEM IV: APPROVAL OF THE WARRANT LIST

Trustee Lennon reported that all bills for the month of March had been reviewed, with the total for the Class A warrants being \$158,193.67 and Class B warrants being \$203,025.22, and noted all invoices appeared to be in order.

Trustee Lennon offered a motion to approve the March Class A warrants in the total amount of \$158,193.67 and ratify the Class B Warrants in the total amount of \$203,025.22. Trustee Shadek offered a second to the motion.

A roll call vote was taken as follows:

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

The motion was approved, six votes in favor and none opposed. President Russell declared the motion passed.

AGENDA ITEM V: REGULAR SCHEDULED BUSINESS

A. Items for Consideration by Individual Vote

- 1. Adoption of a Resolution Authorizing Execution of the First One-Year Renewal of an Agreement with SAFEbuilt, Inc. of Windsor, Colorado for Inspectional and Plan Review Services for the Period of May 20, 2016 to December 31, 2017**

Village Manager Brennan stated that SAFEbuilt has been meeting performance expectations and has provided the intended improvement in customer service delivery . He relayed that staff and the Village of Glenview recommend proceeding with the renewal of the service agreement, which is now set-up to match respective fiscal year budgets.

Trustee Lien moved to approve the resolution. Trustee Lennon seconded the motion.

A roll call vote was taken as follows:

For: Lien, Lennon, Potter, Shadek, Konen, Winslow

Against: None

The motion was approved and President Russell declared the motion passed.

2. Discussion of Proposed Changes to Village Street Name Signs as Required by Federal Regulations

Village Manager asked Director Criezis to present on the issue of new village street signs as required by federal regulations. Director Criezis summarized the recent Architectural Review Commission (ARC) meeting of February 17th, where the signage issue was vetted, as being a careful and thorough consideration of the issues. At the ARC meeting, three color designs, allowed under the Manual for Uniform Traffic Control Regulations, were reviewed and inspected – black lettering on a white background, white lettering on a brown background and white lettering on a green background. The consensus choice of the ARC was the black lettering on white background. However, the Committee expressed a desire for a smaller sign that would be more reflective of the current size.

Village Manager Brennan then presented a prototype sign, with the black lettering on white background, but with a smaller physical footprint than the signs that were reviewed by the ARC. The trustees expressed a general preference for the smaller sign. President Russell asked if there was a price difference between the larger and smaller signs. Village Manager Brennan stated that the larger sign would cost \$31/sign vs \$38/sign for the preferred, smaller sign, but added that he anticipated less replacement cost with the smaller sign due to its construction values.

President Russell stated that he would like to see if there was a preferred sign consensus amongst the trustees so that a decision could be made soon and inventory purchased in time for the signs to be installed in concert with the current road projects.

Village Clerk McClamroch asked if it was mandatory for the new signs to be constructed on new posts vs street lamps as the current signs are hung. Village Manager Brennan replied that it was not mandatory.

Trustee Potter asked Director Criezis why the brown sign was rejected by the ARC. Director Criezis said it was a perceived safety issue where the brown sign was not as visible under simulated night conditions.

A resident asked if the ARC had reviewed the smaller sign presented by Village Manager Brennan and it was confirmed that the ARC had not yet seen the smaller sign.

Trustee Winslow stated that she did not prefer the font on the smaller sign and asked if it could be changed. Village Manager Brennan stated that only the three fonts shown on the example signs could be used.

President Russell took a straw poll of the trustees for color preference. Four trustees preferred the black on white design and two preferred white on brown. Trustee Winslow stated that it is nice when sign colors and shapes differ from town to town and asked if the ARC had considered this issue. Director Criezis responded that the ARC had considered this issue and still preferred the black on white color scheme.

With discussion on the matter exhausted, President Russell referred the matter back to the ARC to review the new, smaller sign with black lettering for design and functionality inclusive of a mounting bracket.

AGENDA ITEM VI: REPORT OF COMMITTEES

Building, Planning and Zoning

Trustee Potter relayed that there was a productive meeting with Teska Associates the week of April 11th where options for grading and drainage were discussed. There will be a follow-up BPZ meeting on May 18th where Teska Associates will present a plan of options.

Public Safety

A report from Matrix Consulting is forthcoming, which will cover the best option, inclusive of pros and cons for consolidating police dispatch centers amongst Kenilworth, Winnetka, Northfield and Glencoe. Per Illinois Public Act PA99-006, passed in 2015, communities with public safety answering points serving less than 25,000 persons must consolidate with other dispatch centers by July 1, 2017 (upon approval of the state police) with a plan being filed by July 1, 2016. In order for the matter to be thoroughly reviewed, for residents to understand the issue and have a voice in the matter, President Russell referred the upcoming report to Public Safety under the stewardship of Trustee Shadek.

Public Works

Village Manager Brennan stated that the Kenilworth 2023 work had begun and the booster station work would commence in a few weeks. Trustee Potter asked if text alerts informing residents of the work are going out. Management Analyst Badran said they would commence within the week.

Village Manager Brennan stated that the recent Zoning Board of Appeals meeting regarding a potential “monopole” structure for cellular equipment was managed well and there was a unanimous recommendation by the ZBA for placement of such a structure at the public works yard, if the project were to proceed. Trustee Winslow concurred that the ZBA meeting was informative and well run with a substantive presentation of the issues. Trustee Konen asked if the trustees could see the photo simulations in the presentation which aim to represent how the monopole would be viewed from different locations in the village. Trustee Winslow said it would be good if new images could be created from the vantage points of residents on Ivy Court and Warwick.

Village Manager Brennan said he was unsure of when the issue would come to the trustees. President Russell made it clear that there should be ample time for public commentary and community engagement on this important issue before any action is to be taken by the board.

AGENDA ITEM VII: REPORT FROM STAFF

None

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

None

AGENDA ITEM IX: ADJOURN

With no further business, Trustee Lennon offered a motion, and Trustee Shadek seconded the motion, to adjourn the meeting. The meeting was adjourned by voice vote at 8:17 pm.

Respectfully Submitted,

James McClamroch
Village Clerk