Village of Golf

May 8, 2017

Village Board Meeting

# Call to Order

Village President Williams called the meeting to order at 7:00 p.m.

# Roll Call

Upon roll call the following trustees were present:

Joe Annotti, Public Buildings and Grounds Department

Bob Carson, Finance Department

Bob Der Avedisian, Building Department

Tony Kalogerakos, Streets and Sanitation Department

Bill Peck, Utilities

Jim Dominik, Emergency Services Department

**Also Present**

Village Administrator, Julianne Nukk

Village Attorney, Bruce Huvard

Police Chief, Mike Volling

Village Clerk, Julie Tillman

Kim Lundgren

Rob Farr

**Visitors**

Jerry Daus, 4 Henneberry Lane

# Approval of Minutes

Trustee Der Avedisian moved to approve the minutes from the April 10th board meeting. Trustee Carson seconded the motion. The motion passed unanimously.

# Swearing in of New Members

Robert Carson was sworn in as Village President

Kim Lundgren was sworn in as Village Clerk

Julie Tillman – Building and Zoning Trustee, Robert Farr – Finance and Administration Trustee, Jim Dominik – Emergency Services Trustee, were sworn in

Bill Peck thanked the Board for an interesting, educational four years.

Dan Williams thanked the Board for working with him the past four years. Dan Williams thanked Jerry Daus for helping him start as President and Bob Carson for taking over as President.

Dan Williams specifically thanked Mike Volling and Bruce Huvard for their expertise and working with him the past four years. He said Mike Volling will be leaving Golf and thanked him for his service.

President Bob Carson thanked Bill Peck and Dan Williams with plaques of appreciation for their service. President Carson thanked Dan Williams for all he has done for the Village.

# Roll Call

President Carson moved for a roll call with new members present.

Upon the second roll call the following Trustees were present:

Joe Annotti, Public Buildings and Grounds Department

Bob Der Avedisian, Utilities

Tony Kalogerakos, Streets and Sanitation Department

Jim Dominik, Emergency Services Department

Julie Tillman, Building and Zoning

Rob Farr, Finance & Administration

**Also Present**

Village Administrator, Julianne Nukk

Village Attorney, Bruce Huvard

Village Clerk, Kim Lundgren

Police Chief, Mike Volling

**Public Commentary and Guests**

President Carson again thanked the outgoing board for their service to the Village.

**Police Report**

Chief Volling presented the monthly report. A copy of the report can be found at the village hall. Chief Volling reported that April was a slow month. However, he reported that a resident’s dog got loose and ran out onto Golf Road and was hit by a car.

April 20th was Telecommunicare Week, so Chief Volling brought pizzas to Cook County Dispatch to show our appreciation for their service.

# Review Action Items and Key Topics

1. Update on Train Station Refurbishing and Parking Lot Lighting: Parking lot lighting installation has been completed. The Village is readying a parking lot paving project. Village Engineer Pat Glenn is preparing to receive a second round of bids. Initial thoughts by Pat Glenn were that it may cost $80-90K for a full-scale redo of the lot. We have about $85K to work with. Attorney Huvard asked to clarify with METRA that the repaving project is authorized under the METRA agreement since this was not one of the originally specified projects.

The Village is expected to pay for the entire project and then be reimbursed by METRA. To minimize the outlay before reimbursement, the bid documents will allow the Village to pay the contractor 90 days after completion, which is also when Golf expects to get reimbursed. Trustee Annotti will be meeting with Metra representatives (including Rick Mack – Community Relations) on Friday, May 12th in Golf to further discuss these points.

1. Capital Budget: The Board agreed with Trustee Farr who suggested that while repaving the Metra parking lot, perhaps we can get bids for repaving Briar East (from the Tillmans east to the Golf Club) at the same time. Cost estimates for Briar East are expected to be around $30K.

Trustee Kalogerakos said he would do some due diligence regarding adding the project in 2017. It was initially planned for 2018.

**Treasurer’s Report**

Trustee Farr said we have slightly more money this year than we did last year by approximately $5K.

President Carson and Trustee Farr have a meeting scheduled with Kelly Zabinski on Friday, May 12th. Trustee Farr reviewed the monthly transactions and didn’t see anything worth reporting. It was confirmed the 2017-18 budget was approved in the April Meeting. April 30, 2017 was the end of the fiscal year. Trustee Farr was questioning the “retained earnings” item totaling $41K. It will be discussed with Kelly Zabinski at the meeting.

President Carson mentioned that account names could be simplified so he and Trustee Farr will discuss it with Kelly Zabinski. He has been working to get financials more in advance of the meetings. Julianne Nukk explained there were some Excel issues for Kelly Zabinski so that may be part of the issue.

**Legislative Matters**

1. Attorney Huvard stated that he would meet with Building Commissioner, Bob Hammer and Trustee Der Avedisian and walk the Village to have a better understanding of the accessory structure issues as applied to different lot sizes and to identify recommended distances by structure for the next meeting.

Trustee Der Avedisian said a number of residents are coming to the Village with questions regarding accessory structures and attached/detached garages which remain unanswered by the Board. Given the various lot sizes, it would be difficult to make a decision that applies to all lots.

The Board discussed the process for approval of horse fences and whether variances could be granted in a timely manner by the Zoning Board of Appeals. Attorney Huvard mentioned that variances require a finding of hardship and that a different procedure might be more suitable.

Trustee Der Avedisian disclosed the current process when a variance is required:

1. Submit application with plans to Trustee Der Avedisian
2. Trustee Der Avedisian would forward the application to the Building Commissioner
3. The Building Commissioner would deny the application due to current code regulations
4. The resident could then go to the Zoning Board of Appeals and request a hearing
5. The Zoning Board of Appeals would then render their opinion to the Village Board and the ultimate decision would rest with the Village Board

Attorney Huvard mentioned speeding up this process with the residents who are requesting fences (77 Overlook and 55 Overlook) as they have been waiting on a decision.

The Board then discussed alternative regulations that would govern when and how horse fences are allowed. After discussion, Attorney Huvard said he would bring some proposed language to the next meeting.

1. An Ordinance Amending the Golf Village Code Concerning the Duties of Certain Employers in Relation to Certain Home Rule County Ordinances: This is an Ordinance to opt out of Cook County’s Sick Leave and minimum wage regulations. It would apply to the Glenview Club and Western Golf as those are the two entities in Golf. Ordinance goes into effect July 1st.

Trustee Annotti proposed having a representative from the Glenview Club come to our next meeting to tell us why they want the Ordinance passed. Trustee Farr is a current member and agreed to ask the club to either attend our next meeting or put together a fact sheet that might support their request. President Carson will mention the meeting to the Western Golf Association on Friday, May 12th.

Trustee Der Avedisian accepted President Carson’s proposal to defer our decision until the next meeting.

**New Police Chief Search**

President Carson acknowledged that Chief Mike Volling will be leaving his position on the Golf Police Force for personal reasons.

Trustee Dominik stated that there are both internal and external people interested in the position. We have engaged two search firms. One is named Gov HR and the other one is McGrath and Associates. Gov HR’s proposal was $18K and McGrath’s was $5K. McGrath has worked with Golf in the past so we decided to work with them for the Police Chief search. The fee will include the search and interviews. Once it is narrowed down to a few candidates, a small group within the Golf Board will be formed to meet with the selected individuals and the final decision will rest with the whole Board.

President Carson appointed himself, Trustee Dominik and Trustee Kalogerakos to work with McGrath on interviewing candidates. Chief Volling will stay on after June 1st (when he starts his new position) to assist on an as needed basis.

Trustee Kalogerakos moved to retain McGrath Consulting for the search of the next Chief in the amount of $5,000. Trustee Der Avesidian seconded the motion.

The motion was approved by roll call vote as follows:

Ayes: Joe Annotti, Bob Der Avedisian, Tony Kalogerakos, Rob Farr, Julie Tillman (5)

Nays: (0)

Abstain: Jim Dominik (1)

Trustee Farr moved to authorize the Village President to engage the current Police Chief to be a part-time Chief until a permanent Chief is hired. Trustee Kalogerakos seconded the motion.

The motion was approved by roll call vote as follows:

Ayes: Joe Annotti, Bob Der Avedisian, Jim Dominik, Tony Kalogerakos, Rob Farr, Julie Tillman (6)

Nays: (0)

**Reports**

**Approval of Bills**

Trustee Der Avedisian moved to approve the monthly transaction report as prepared by the Village Administrator, Julianne Nukk. Trustee Tillman seconded the motion.

The motion was approved by roll call vote as follows:

Ayes: Joe Annotti, Bob Der Avedisian, Jim Dominik, Tony Kalogerakos, Rob Farr, Julie Tillman (6)

Nays: (0)

***Emergency Services Department***

Trustee Dominik stated our Fire Contract with Glenview will expire at the end of the year. There is no permanent Village Manager in Glenview yet so we will wait until a new one is hired. We currently pay $176,000/year. Golf has around 30 calls/year. Trustee Dominik feels it is a bit high and would like to consider a bid from Morton Grove.

*Building and Zoning Department*

* Trustee Tillman reported that Trustee Der Avedisian and she are still meeting and transitioning so Trustee Der Avedisian provided the update. He stated that 35 Logan Terrace will definitely be torn down. Orchard Glen Homes will build a new home on this lot. Bob Hammer will review the zoning with TPI.
* 28 Briar has had sewer work done and it is holding up well.
* Pat Glenn called Trustee Der Avedisian regarding the storm water drainage on Henneberry. The Glenview residents feel that water from Golf is going in their direction as a result of new construction and lack of storm sewers. The Village Engineer of Glenview will meet with Pat Glenn and Bob Hammer to discuss the affected area. A resident on Logan and a resident on Briar will be submitting applications for permits to construct garages.

***Public Buildings and Grounds Department***

Trustee Annotti stated that the Glenview Park District will start working on the rain garden this month. It will be paid for by Metra. He asked them to prune the trees in Diederich Park and drag the field.

Trustee Annotti also looked at the current inventory of all trees and shrubs that belong to the Village since the current list is out of date. Bartlett, the Village arborists, have quoted several services which include creating an accurate, up to date inventory of all trees and shrubs. The total bid came in at $9,954, broken down into 4 components. Trustee Annotti recommended identified items 1 and 4 (listed below) as most important, totaling $6,869.

Item 1: Tree and Shrub Work

* Prune property items on Dover lane, Briar Road, Park Lane and Logan Terrace
* Clean and remove all dead, diseased and broken branches ½” in diameter and larger throughout crown to improve health and appearance and reduce risk of branch failure
* Prune Norway Maple located at 11 Dover
* Prune Norway Maple and install 1 supplemental support cable located at 38 Park Lane
* Remove the declining Linden and grind the stump at 27 Overlook

Total Cost: $2,469

Item 4: Tree and Shrub Work

Perform a visual assessment and inventory of all trees that are larger than 1 inches in stem diameter (DBH) in order to provide information to assess value and to develop a comprehensive landscape management program. Bartlett Tree Experts will coordinate all job planning and scheduling, equipment requirements, and work crew staffing and management pertaining to safe and professional execution of this assessment and inventory service. Data collection and inspection will generally occur within 30-60 days of receiving a signed proposal.

Total Cost: $4,400

Trustee Der Avedisian moved to accept items 1 and 4 of the contract with Bartlett subject to the Village Attorney’s edits and revisions to the liability section. Trustee Kalogerakos seconded the motion.

The motion was approved by roll call vote as follows:

Ayes: Joe Annotti, Bob Der Avedisian, Jim Dominik, Tony Kalogerakos, Rob Farr, Julie Tillman (6)

Nays: (0)

*Finance and Administration Department*

Trustee Farr brought up the fact that there may be confusion in the Village and Golf Acres regarding who pays for the Fourth of July. We need to do a better job informing both neighborhoods that the Village is responsible for the Fourth of July expenses. Trustee Tillman mentioned that the letter sent to residents two years ago addressed this issue and we can use that letter as a template to create a new one. Trustee Tillman will forward the previous letter to President Carson for updating.

*Streets and Sanitation Department*

Trustee Kalogerakos went to Lilac and Park to observe the flooding issue described by residents in the last meeting. Significant flooding happens at this intersection. He received a proposal from Pat Glenn with Canyon Contracting, Inc.

Option 1 $6,500 / Asphalt $1,850

Option 2 $5,500 / Asphalt $1,000

Residents affected by this work will be notified prior to the construction.

Trustee Kalogerakos will ask the engineer to prepare an official bid for the work at Lilac and Park. He will also look into combining the asphalt work with the work on Briar.

Street patching starts May 9th.

Trustee Kalogerakos and Dan Williams will be visiting the homes on Elm Circle to distribute letters that inform residents measures have to be taken to repair the street and the circle.

Trustee Kalogerakos’ contractor is recreating the Village of Golf sign which was destroyed by a windstorm several months ago.

*Utilities Department*

Trustee Der Avedisian reported that Village Administrator, Julianne Nukk, has received meter reading responses from 49% of Village residents at this point.

President’s Report

President Carson thanked everyone for joining, and continuing to be on, the Village Board. It is the work of committed volunteers that keep the Village going so he thanked everyone for contributing their time.

He also inquired about the Zoning Board of Appeals and whether their terms were expiring. President Carson will reach out to Brian Reiger to find out if current members are interested in staying on the Zoning Board of Appeals Board.

Adjourn

Trustee Der Avedisian moved to adjourn. Trustee Tillman seconded the motion. The motion passed unanimously. The meeting was adjourned at 9:25p.m.

Respectfully submitted,

Kim Lundgren,

Village Clerk