

**MINUTES OF THE MEETING OF
THE COMMITTEE OF THE WHOLE
OF THE VILLAGE OF BARRINGTON
For Monday, January 13, 2020**

CALL TO ORDER

The regular meeting of the Board of Trustees sitting as a Committee of the Whole was called to order by Village President Darch at 6:03 p.m. on Monday, January 13, 2020 at Barrington Village Hall, 200 S. Hough Street, Barrington, Illinois.

ROLL CALL

Upon roll being called the following answered present: Trustees Jason Lohmeyer; Todd Sholeen, Jennifer Wondrasek, Kate Duncan, Emily Young, Mike Moran, and President Karen Darch. The following personnel also attended the meeting: Scott Anderson, Village Manager; Melanie Marcordes, Assistant to the Village Manager; Patty Dowd Schmitz, Director of Communications and Community Engagement; Marie Hansen, Director of Development Services; Jim Arie, Fire Chief; Dave Dorn, Police Chief; Jeremie Lukowicz, Director of Public Works; and Jim Bateman, Attorney. Additionally, the following personnel attended the meeting: Kaitlin Edquist, Reporter.

In compliance with the provisions of Chapter 11, "Rules for Participation in Meetings via Electronic Means" of Title 1, "Administration", of the Village of Barrington Village Code, no member participated in said meeting via electronic means.

PERSONS TO BE HEARD FROM THE FLOOR – CITIZEN'S REGISTRATION/COMMENTS: None.

MINUTES

Included on the agenda are minutes from the December 16, 2019 Meeting of the Committee of the Whole.

MOTION: A motion was duly made by Trustee Duncan and seconded by Trustee Wondrasek to approve the minutes of the December 16, 2019 Meeting of the Corporate Authorities sitting as a Committee of the Whole, as presented.

ROLL CALL: Trustee Lohmeyer, aye; Trustee Sholeen, aye; Trustee Wondrasek, aye; Trustee Duncan, aye; Trustee Young, aye; Trustee Moran, aye. President Darch declared the motion passed.

Included on the agenda are minutes from the January 6, 2020 Meeting of the Committee of the Whole.

MOTION: A motion was duly made by Trustee Sholeen and seconded by Trustee Young to approve the minutes of the January 6, 2020 Meeting of the Corporate Authorities sitting as a Committee of the Whole, as presented.

ROLL CALL: Trustee Lohmeyer, aye; Trustee Sholeen, aye; Trustee Wondrasek, aye; Trustee Duncan, aye; Trustee Young, aye; Trustee Moran, aye. President Darch declared the motion passed.

Current and Future Agenda Items

a. January 13, 2020

1. **BWH Part-Time Laborers:** Barrington's White House (BWH) has had an Independent Contractor Agreement with Thyme Management Services, Inc., d/b/a/ Wild Asparagus Catering (WA) to provide event staffing. The owner of WA no longer wishes to assume the liability for providing the House Manager and Set Up and Strike positions. She is willing to continue to provide bartenders, servers and coat check, as long as it does not conflict with WA events. We are recommending that these positions become part-time employees of the village effective January 13, 2020.
2. **Pace Local Share Agreement:** Scheduled for consideration at tonight's Village Board meeting is a resolution approving an Intergovernmental Agreement between the Village, Barrington Township and Cuba Township. The agreement provides for the Village to reimburse Barrington and Cuba Townships for its share of the local share subsidy for each ride by a resident of the Village, so long as the current PACE subsidy remains in effect. Based on ridership information between July 2018 and June 2019, Barrington's portion is \$4,432, which includes approximately 176 riders who have used the program 1,652 times.

b. January 27, 2020

1. **Full-Time Mechanic:** The Public Works Fleet Division has one Foreman and one and a half mechanics. As part of the Budget for 2020 the part time mechanic was adjusted to a full time position. Staff is seeking authorization to fill this newly budgeted position with a Mechanic.
2. **Full-Time Building Inspector:** The Village's Senior Building Inspector tendered his resignation effective January 8, 2020 to accept a new job opportunity. The Senior Building Inspector position oversees building

inspection services and building plan review. As a result of this vacancy, the Village is unable to complete building permit review and building inspections internally. While this position is unstaffed, building permit review and building inspections will need to be maintained so that private construction within the Village to continue. Staff is coordinating a short-term Building Plan Review and Inspection contract with an outside vendor. Staff finds that this position fulfills core responsibilities best managed by refilling the role with a like-kind staff replacement and recommends that the Village Board pass a motion authorizing the hiring of one full-time Building Inspector/Plan Examiner, subject to the Village approved compensation plan and in accordance with the attached job description. The attached agenda memo outlines in further detail both the short and long-term plans for this position.

3. **Purchase of Water Meters:** The FY 2020 Budget includes funds to purchase Badger Water Meters of various sizes and Aclara Meter Transmitting Units (MTU). The existing meters and MTUs are reaching the end of their usefulness and are in need of replacement. Failure to replace these units will result in receiving zero usage reads and estimated bills. The budgeted funds will be used to purchase 252 water meters and 308 MTUs for a cost not to exceed \$67,802.00.
4. **Plat of Dedication:** The Village is finalizing Phase II Engineering for the North Commuter Entrance Drive. As part of this process, dedication of real estate owned by the Village is required. This Plat of Dedication requires signature by the Village President prior to recording.
5. **2020 Zoning Map:** Pursuant to the Illinois Municipal Code, the Village of Barrington is required annually to publish an updated Official Zoning Map. No re-zonings have been approved since the Zoning Map was last updated in March 2019, however two scrivener's errors were discovered and will be corrected on the 2020 Zoning Map.

Updates

a. **Projects:**

NPDES Stormwater Update: J. Lukowicz covered this topic. One of the conditions of Barrington's National Pollution Discharge Elimination System (NPDES) Permit is to annually update the Village Board on the Status of this permit. Include in the packet is the annual update.

Route 14 Underpass: Marie Hansen provided an update on the status of the Phase II Engineering Proposal from Civil Tech. An update to the letter of intent is currently underway.

b. **Administrative:** None.

c. **Intergovernmental Organizations:** None

d. **Legislative Matters:** None

Recurring Agenda Items

a. **Financial Reports:** None.

b. **BWH Report:** None.

CLOSED SESSION:

CONSIDERATION RE: Trustee Wondrasek moved and Trustee Lohmeyer seconded a motion that the that the Corporate Authorities adjourn to Closed Session to discuss matters of Discussion of Minutes of Meetings Lawfully Closed [5 ILCS 120/2(c)(21)], Land Acquisition [5 ILCS 120/2(c)(5)], and Litigation Which is Pending or Which is Probable or Imminent [5 ILCS 120/2(c)(11)], the Board finding that based upon advice of counsel, litigation is probable or imminent as to those matters so identified on the record in such Closed Session for the reasons therein stated.

ROLL CALL: Trustee Lohmeyer, aye; Trustee Sholeen, aye; Trustee Wondrasek, aye; Trustee Duncan, aye; Trustee Young, aye; Trustee Moran, aye. President Darch declared the motion passed.

A voice vote was then called following which President Darch declared the motion to recess to closed session had been unanimously adopted and the meeting was recessed on Monday, January 13, 2020. The time was 6:47 p.m.

RESUMPTION OF PUBLIC PORTION OF THE MEETING

The public portion of the meeting resumed at 7:01 p.m.

It was noted for the record that all Trustees who were present prior to the commencement of the closed session were still present.

Updates.

Projects: An Economic Incentive Agreement was discussed. This discussion was led by J. Bateman.

ADJOURNMENT

MOTION: A motion was duly made by Trustee Moran and seconded by Trustee Wondrasek to adjourn the Regular Meeting of the President and Board of Trustees sitting as a Committee of the Whole on Monday, January 13, 2020.

A voice vote was then called following which President Darch declared the motion to adjourn had been unanimously adopted and the meeting was adjourned. The time was 7:15 p.m.

Tony Ciganek, Village Clerk