

**VILLAGE OF VERNON HILLS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF NOVEMBER 4, 2020**

Village President Byrne called the meeting to order at 6:54PM.

IN ATTENDANCE: President Byrne, Trustees Takaoka (via telephone), Oppenheim, Schultz, Marquardt, Forster, and Koch. A quorum was established.

Also present were: Village Manager Fleischhauer, Assistant Village Manager Petrillo, Chief Kreis, Community Development Director Atkinson, Public Works Director Brown, CFO Cratty, Village Attorney Ferolo, and Recording Secretary DeAnda.

**1. APPROVAL OF THE COMMITTEE OF THE WHOLE MEETING MINUTES OF
SEPTEMBER 15, 2020**

Motion by Trustee Koch, second by Trustee Marquardt, to approve Committee of the Whole Minutes for the September 15, 2020 meeting.

Roll call vote:

AYES: 6 – Koch, Takaoka, Oppenheim, Schultz, Marquardt, Byrne

NAYS: 0 – None

ABSENT AND NOT VOTING: 0 - None

ABSTAIN: 1 - Forster

Motion carried.

**2. REQUEST FROM FOREST EDGE TH LLC FOR APPROVAL OF SITE, LANDSCAPING,
PLAT OF EASEMENT AND ARCHITECTURAL PLANS TO ALLOW CONSTRUCTION
OF A NEW INDUSTRIAL WAREHOUSE BUILDING LOCATED AT 888 FOREST EDGE
DRIVE**

DCD Atkinson introduced representatives from Forest Edge TH LLC who appeared before the COW to request approval of site, landscaping, plat of easement and architectural plans to redevelop property located in Corporate Woods. The existing 2-story office building, previously occupied by Illinois Tool Works, would be replaced with a new industrial warehouse facility. The proposed use would comply with zoning regulations applicable to the Corporate Woods PUD. The building would be constructed on a speculative basis.

A 95,486 sq. ft. building was proposed on an existing 5.73-Acre parcel. The architecture includes insulated pre-cast concrete panels. Tinted glazed panels and decorative faux wood cladding are designed into each of the main entrances located at the south/east and south/west corners of the building. The overall height is 32 feet above grade. The site would feature sixteen loading docks, two drive-in doors and separate entrances for truck and automobile traffic. The parking lot includes 123 spaces in compliance with requirements.

The impervious area of the building and site work exceeds that of the previous development. The existing detention facilities within Corporate Woods does not have adequate volume to accommodate the additional storm run-off. On-site detention facilities located within a recorded easement is required.

DCD Atkinson noted the developer removed existing trees and landscaping along the west property line, eliminating screening between the property and the residential apartments to the west (The Oaks). In response, staff requested, dense landscaping along the west property line to reestablish screening of the development. Please refer to the landscape plan for details.

The Board expressed its displeasure with the removal of the existing trees and landscaping along the west property line screening the Oaks. It was determined for petitioner to establish an escrow account in the amount of \$6,000 to reestablish screening on the Oaks property.

Motion by Trustee Schultz, second by Trustee Marquardt, to direct staff to prepare an Ordinance approving the development subject to the following and the addition of Condition 8:

1. Compliance with the site plan and engineering drawings prepared by Spaceco Inc., dated September 28, 2020; and
2. Compliance with the color renderings and building elevation drawings prepared by Cornerstone Architects, LTD, dated February 28, 2020; and
3. Compliance with landscape drawings prepared by KM Talty Design Landscape Architecture, dated October 27, 2020; and
4. Final civil engineering plans are subject to review and approval by the Village Engineer; and
5. Final landscape plans are subject to review and approval by the Village landscape technician; and
6. Final plat of easement is subject to review and approval by the Village Engineer and Village Attorney; and
7. A photometric and site lighting plan shall be submitted for approvals as part of the building permit application process and is subject to review and approval by the Village Engineer and Director of Community Development. It is the intent of this condition that the design of the site lighting prevents glare onto adjacent properties, in particular, the adjacent residential development to the west. Wall sconces shall not be permitted on the west elevation.
8. Establishment of an escrow account with the Village in the amount of \$6,000 for planting trees on the Oaks.

Roll call vote:

AYES: 7 – Koch, Takaoka, Oppenheim, Schultz, Forster, Marquardt, Byrne

NAYS: 0 – None

ABSENT AND NOT VOTING: 0 - None

ABSTAIN: 0 - None

Motion carried.

3. PROPOSED 2021 ROAD REHABILITATION PROGRAM

PWD Brown stated the Village Streets were in good condition, but it was important to continue our annual program to reduce our long-term cost exposure. Our Pavement Management Study reflected the need of \$1.2 million per year for the pavement alone. This does not include any concrete repairs or other streetscape items which is more reflective of a \$1.4 million need. Staff fully understands that the Motor Fuel Tax funds covers only half of this amount and, therefore, projects an annual expenditure of \$1.2 million in our 5-year Capital Improvement Plan. For the 2021 construction season, the proposed program is \$1.1 million.

The following streets were recommended for the 2021 Program. The actual limits of each street were included in the attached maps.

- Lakeside Drive
- Cherry Valley Drive
- Westmoreland Drive
- Cherry Valley Drive
- Greenbrier Lane
- Court of Elm
- Court of Ash
- Richard Court
- Bloomfield Court
- Indianwood Road
- Greenleaf Drive
- West End Lane

PWD Brown noted as a reminder, the Lakeview Parkway project was moved by the County to the 2023 Construction season. This project would be utilizing MFT funds, but the Federal funding finances 80% of the Construction and Resident Engineering costs. Land Acquisition and Utility relocation costs are 100% by the Village. Additional information will be provided as part of our approaching Capital Improvement Program discussions.

The Board concurred moving forward with the 2021 Road Rehabilitation Program as proposed.

4. 2020-21 SNOW & ICE CONTROL POLICY

PWD Brown stated staff was presenting the 2020-21 Snow & Ice Control Policy for Village Board consideration and approval. The Policy was included for reference and was consistent with our past practices. The most notable modification was the inclusion of COVID measures to reduce transmission potential at the workplace and how best to react if our staff members were impacted. An excerpt of this was included below as this was a new protocol for this winter season.

The Public Works Department has prepared for this season and would be responsive to our Village residents and business community. To be successful, we use both in-house staff and contractors.

- The Department will typically deploy 17 pieces of snow removal equipment to clear snow from arterial and collector streets.
- Local contractor James Martin Associates will plow 106 cul-de-sacs/loops and the Metra Station parking lot and adjacent sidewalks.
- Eight other HOA contractors will be assisting with 17 cul-de-sacs and several streets in the community.
- Vernon Township will plow and salt streets in the Half Day area. Namely, Georgetown Square, Sugar Creek, River Grove, and Writers Estate subdivisions. They also support the north and south Woodbine Circle entrances and Port Clinton Road from Route 45 west to the Indian Creek bridge.

Rock Salt - All 3 bins are partially full so the estimated salt on hand is around 900 tons. The salt contract is with Morton Salt for two years under the Lake County Bid. The 2020-2021 season would be the first year of the new contract. Our price per ton is \$68.29 if we purchase 80-120% of our 1,600-ton commitment. It then increases to \$73.29 per ton if we should purchase between 120-150% of 1,600 tons.

Treatments- The 2 brine tanks are full and the CaCl tank is approx. ¾ full (4000 gallons) and the ‘beet juice’ tank is also ¾ full (2500 gallons).

COVID Considerations Relative to the Snow plan

As we know, COVID-19 is still very much a threat and probably will be throughout this winter season. To keep each other safe and help prevent the spread of this disease, we will be implementing the following guidelines and strategies.

- Vehicle usage
 - Follow the current vehicle assignments and the snow plan assignments to limit the number of users per vehicle.
 - All employees who are assigned shared vehicles must disinfect the vehicle before and after each use including steering wheel, gearshift, door handles, keys, etc. We will attempt to assign a specific vehicle to one employee for that employee’s continued use. Whenever possible, employees should travel alone in a village vehicle.

- Social distancing
 - Follow the Vernon Hills COVID-19 policy when arriving for snow emergency duties.
 - Wear a mask/face covering as appropriate and maintain a minimum of 6-foot distance between each other when inside the building.
 - Frequent hand washing/sanitizing is recommended.

- Back-up Plan
 - If one or several of us are diagnosed with COVID-19 and/or need to quarantine due to someone being diagnosed, we need to have a plan in place to handle any snow emergencies. Depending on how many are unavailable for duty, we may elect to implement our Split Shift Roster and fill spots as needed to address the storm. If we will be short on manpower, we can call upon outside contractors that we have identified in our Snow Plan for assistance to meet our needs.
 - In an emergency, we may require employees to stay beyond the 16-hour shift maximum. We will provide breaks as needed to ensure safety while meeting the challenge of the storm.

The Board concurred with the 2020-2021 Snow & Ice Control Policy as presented.

Trustee Schultz suggested posting more parking restriction signs because of additional residential parking needs need due to COVID19. Chief Kreis stated staff would discuss an information campaign.

5. WORKER’S COMPENSATION, PROPERTY, LIABILITY and OTHER INSURANCE RENEWALS

CFO Cratty noted the Village utilizes commercial insurance and pooled risk management entities (Illinois Counties Risk Management Trust, or ICRMT) to transfer risk and limit the exposure caused by various types of losses.

Alliant/Mesirow Insurance Services is the Village’s contact to access various insurance markets and evaluate the desirability of participating in pooled risk entities. For the 2021 coverage year, the risks managed include \$35 million of property (Land and Buildings), 120 employees with a payroll of \$10.5 million and general liability risks.

The Village's broker provided the insurance proposal for the period of December 1, 2020 through December 1, 2021. As the broker explained, the insurance market hardened over the last 18-24 months with all the issues across the board and included them in their presentation.

The renewal premium ending December 1, 2021 is an increase of 2.8% over last year's premiums when combining Property/Liability and Workers Compensation premiums (which includes a COVID19 credit). Additionally, the only change is the increase in the deductible for cyber liability from \$5,000 to \$10,000.

Motion by Trustee Schultz, second by Trustee Marquardt, to direct staff to prepare an Ordinance to renew the Village's property, liability, and workers compensation insurance with ICRMT for the period of December 1, 2020 through December 1, 2021 in the amount of \$811,613.

Roll call vote:

AYES: 7 – Koch, Takaoka, Oppenheim, Schultz, Forster, Marquardt, Byrne

NAYS: 0 – None

ABSENT AND NOT VOTING: 0 - None

ABSTAIN: 0 - None

Motion carried.

6. ADJOURNMENT

Motion by Trustee Schultz, second by Trustee Marquardt, to adjourn the Committee of the Whole meeting.

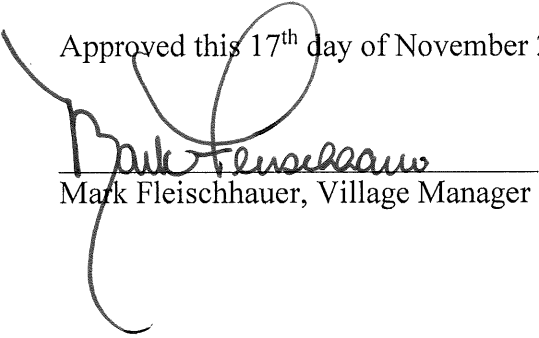
Voice Vote.

All in Favor.


Motion carried.

Meeting adjourned at 8:15PM.

Approved this 17th day of November 2020.



Mark Fleischhauer, Village Manager



Roger L. Byrne, Village President