

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
MAY 13, 2019**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Joy Markee called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Mark Dewart
Paul Lemieux
William Meyer
Aaron Towle

Absent: Barbara Ankenman, Village Trustee
Eric Grenier, Village Trustee

Also Present: Joy Markee, Village Clerk
Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Bettina O'Connell, Finance Director
Jeff Hansen, Village Engineer
Mike Croak, Building Codes Supervisor
Jake Terlap, Public Works Superintendent
Mike Hosking, Interim Police Chief
Glen Cole, Assistant to the Village Administrator (A to VA)
John Scopelliti, Administrative Intern (AI)

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. CONSIDERATION OF THE MINUTES OF THE APRIL 22, 2019 VILLAGE BOARD MEETING

Trustee Towle moved to approve the April 22, 2019 Board of Trustees Regular Meeting Minutes as presented. Trustee Lemieux seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

There were no requests to change the order of the meeting.

6. ITEM #6A – WARRANT REPORT FOR MAY 1-15, 2019 AND APRIL 2019 PAYROLL EXPENDITURES

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$550,875.58 for May 1-15, 2019 and Village funds for payroll in the amount of \$296,788.97 for April 2019. As such total expenditures in the amount of \$847,664.55.

As there were no questions from the Board, Trustee Dewart moved to approve the Warrant Report. Trustee Lemieux seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Dewart, Lemieux, Meyer and Towle
Nays: (0)
Absent: (2) Ankenman and Grenier

7. ITEM #6B – TREASURER'S ANNUAL REPORT OF THE POLICE PENSION FUND

President O'Hara reported this is a copy of the fiscal year ending April 30, 2019 Annual Treasurer's Report that will be submitted to the Police Pension Board at the next quarterly meeting. The Illinois Compiled Statutes (40 ILCS 5/3-141) requires that a copy of the reporting be filed with the Village Board by the second Tuesday of May each year. Also included as required per the Illinois Pension Code, is an annual payment register of all expenditures during the fiscal year beginning May 1, 2018 and ending April 30, 2019.

In response to questions from Trustee Lemieux, Finance Director Bettina O'Connell said the Finance Committee has not considered changes to date, but in the future she plans to address the possibility of changing the funding approach to a rolling 15 year period, so that funding remains level and continue to exceed the State minimum requirements. The Lake Bluff Police Pension fund is funded at an actuarial level and exceeds the statutory level but Staff would prefer to consider alternative approaches to offset the spiking impact of a closed amortization period ending in 2040. Finance Director O'Connell said the chart provided reflects a 20 year comparison of the funding ratio and investment rate of returns. She explained how other factors such as State changes to mortality tables, payroll growth assumptions and amortization periods affect the funding ratio.

Trustee Dewart made a motion to accept the report. Member Lemieux seconded the motion. The motion passed on a unanimous voice vote.

8. ITEM #7A – VILLAGE ADMINISTRATOR’S REPORT: 2019 LAKE BLUFF FARMERS MARKET REPORT

Village Administrator Drew Irvin said AI John Scopelliti has been an exceptional asset to the Village, and announced that he was recently recognized by the Illinois Association of Municipal Management Assistants for his efforts as an outstanding intern member and congratulated him on the award.

Following the introduction, AI Scopelliti reported that the Farmers Market, sponsored by Knauz Automotive Group, will be held on Fridays, from June 7th to October 11th (7:00 a.m. to 12:00 p.m.) on the Village Green. He commented on the various media that will be used to publicize the event and artwork that was provided by Beth McKenna and Phillip Ross of Artist on the Bluff. AI Scopelliti said most of the 2018 vendors will return along with new vendors (Adam Acres, Olano Empanadas, Swingbelly Farm, Up In Smoke Creations, Root and Sky Farm and Glas All Naturals) and commented on the type of products that will be offered. He reported on the upcoming special events and entertainment which will include RC Juggles, Library Story Time, and Fire Department Corn Roast amongst other activities.

President O’Hara said everyone is looking forward to another great year and thanked him for the report.

9. ITEM #8 – VILLAGE ATTORNEY’S REPORT

Village Attorney Friedman had no report.

10. ITEM #9A – VILLAGE PRESIDENT’S REPORT: APPOINTMENT TO VARIOUS ADVISORY BOARDS AND COMMISSIONS (Ed Richardson to the Senior Resources Commission)

President O’Hara reported subject to the consent of the Board of Trustees, the Village President appoints members to the Village’s various advisory Boards and Commissions. Village President O’Hara recommends the appointment of Ed Richardson to fill the last vacancy on the Senior Resources Commission, and if approved, Mr. Richardson’s term will expire on April 30, 2021.

Following a comment from President O’Hara, Trustee Lemieux moved to approve the appointment. Trustee Towle seconded the motion. The motion passed on a unanimous voice vote.

President O’Hara complimented Dr. Jean Sophie on her recognition as 2019 Superintendent of Distinction by the Illinois Association of School Administrators and said the recognition also honors the Lake Bluff School District and entire Lake Bluff community.

President O’Hara said the Lake Bluff History Museum will coordinate the Memorial Day event which will be held on Monday, May 27th at 9:00 a.m. on the Village Green and she encouraged everyone to attend.

11. ITEM #10 AND #11 – CONSENT AGENDA

President O’Hara introduced the following Consent Agenda items for consideration:

- 10. Correspondence Delivered in the April 19, 26 and May 3, 2019 Informational Reports; and
- 11. A Resolution Approving an Amendment to a Professional Services Agreement with William A. Schelhas for Services Relating to the Recording and Broadcasting of Public Meetings.

As there were no comments from the Board, Trustee Towle moved to approve the consent agenda. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Lemieux, Meyer, Towle and Dewart
Nays: (0)
Absent: (2) Ankenman and Grenier

12. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN TO ADD PLANTER BOXES AT THE COMMUNITY CHURCH AT 117 EAST SCRANTON AVENUE

President O’Hara reported Dylan Burns is proposing to construct cedar planter boxes for the Community Church as an Eagle Scout project. The planter boxes would go along the north side of the parking area, with a low planter box in front of the brick wall, 5’ tall planters in front of the arbor vitae, and a gate in between. President O’Hara further reported the Architectural Board of Review considered these exterior changes at their May 7, 2019 meeting and voted 5-0 to recommend approval. ABR members noted that it is important to have the vertical planters fastened to prevent them from tipping over, and Staff will review the design to make sure that this is done.

Trustee Towle disclosed that he is a member of the Community Church of Lake Forest & Lake Bluff and said that his membership will not impact his vote on this item.

In response to questions from President O’Hara, Scout Dylan Burns said the proposed gardens will fulfil his Eagle Scout requirement and he plans to begin construction on June 1st. President O’Hara thanked Scout Burns for pursuing this type of project and for his service to the community.

As there were no further comments from the Board, Trustee Lemieux moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Meyer, Towle, Dewart and Lemieux
Nays: (0)
Absent: (2) Ankenman and Grenier

13. ITEM #13 – A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH BAXTER & WOODMAN, INC (Phase II Design Agreement for Green Bay Road Reconstruction Project)

President O’Hara reported the Village plans to pursue federal funding through the Surface Transportation Program (STP) for the reconstruction of the Village owned segment of Green Bay Road from the intersection of Green Bay Road and State Highway 176 to the southern Village limit. The next round of STP funding is expected to be opened in January of 2020 and having Phase I & II completed prior to that time will make the project more likely to receive funding. If the project is awarded STP funding, 80% of eligible construction project costs will be paid with federal dollars with construction likely to occur in 2021 or 2022. The project scope includes a full reconstruction of the roadway, new curb and gutter, significant storm sewer and sidewalk work, and smaller amounts of sanitary sewer and water main work. Work on the bridge over the Union Pacific Railroad track is excluded from this project and has been budgeted separately. She further reported the Village has received a letter of commitment for STP-Bridge funding for the bridge project and intends to have the bridge project constructed at the same time as the street reconstruction to avoid multiple lengthy closures of Green Bay Road.

President O'Hara reported the Village hired Baxter and Woodman to do the Phase I Study for the reconstruction of Green Bay Road in July of 2018. Phase 1 is nearing completion and Phase II is due to start in order to maintain the project schedule. The Village requested and received a proposal from Baxter & Woodman to perform the Phase II Engineering Services for the project for a fee not to exceed \$140,000. The FY20 budget contains \$180,000 for the remaining portion of Phase I and all of Phase II of the project. The budgeted amount is adequate for the completion of both phases. It is recommended that the board approve the Phase II proposal from Baxter & Woodman, Inc. for an amount not to exceed \$140,000.

In response to a question from Trustee Towle, Village Engineer Jeff Hansen said the Phase I Study has not been done as it is pending environmental approval from the State.

As there were no further comments from the Board, Trustee Towle moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Towle, Dewart, Lemieux and Meyer
Nays: (0)
Absent: (2) Ankenman and Grenier

14. ITEM #14 – A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING LTD (Bath and Tennis Club Road Storm Sewer Improvements Project)

President O'Hara reported Bath and Tennis Club Road has experienced frequent flooding in a confined low spot approximately 300' east of Green Bay Road. The rear yards of the homes between Green Bay Road and Forest Hills Road drain to the north to Bath and Tennis Club Road and the volume of runoff overwhelms the existing storm sewer. Water collects on Bath and Tennis Club Road and then overtops the curb and flows north towards the home at 100 Boardman Court. This home has flooded repeatedly in recent years. As a part of the ongoing Village Wide Storm Sewer Study the Village asked Christopher B Burke Engineering (CBBEL) to examine this area and determine what improvements would be needed to meet the Village's standard of eliminating street flooding during a 10-year storm and house flooding during the 100-year storm. She further reported it was determined that increasing the storm sewer size on a portion of Bath and Tennis Club Road from a 12" pipe to an 18" pipe would meet the Village's drainage standards.

President O'Hara reported the Village requested and received a proposal from CBBEL for the engineering design and bidding assistance of the Bath and Tennis Club Storm Sewer Improvements Project in an amount not to exceed \$25,000. The Village's FY2020 budget includes \$25,000 for the design. The construction of the project is intended to be budgeted for in FY2021. The Village Engineer recommends the approval of the contract with CBBEL for \$25,000.

Village Engineer Hansen clarified that the FY2020 budget includes \$25,000 for the design only and the construction cost will be included in the upcoming budget.

Trustee Dewart moved to adopt the resolution. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Dewart, Lemieux, Meyer and Towle
Nays: (0)
Absent: (2) Ankenman and Grenier

15. ITEM #15 – A RESOLUTION REJECTING ALL BIDS FOR THE LINCOLN AVENUE AND WEST SHERIDAN PLACE STORM SEWER PROJECTS

President O’Hara reported on April 19, bids were opened for the Village’s Lincoln Avenue and West Sheridan Place Storm Sewer Projects. Five bids were received. After reviewing the bids and consulting with the Village Attorney, the Village Engineer believes it would be in the best interest of the Village to reject all bids. She further reported the Village Engineer is recommending that all bids be rejected for the projects.

As there were no questions from the Board, Trustee Meyer moved to adopt the resolution. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Lemieux, Meyer, Towle and Dewart
Nays: (0)
Absent: (2) Ankenman and Grenier

16. ITEM #16 – A RESOLUTION AUTHORIZING THE EXECUTION OF A CONSTRUCTION CONTRACT WITH CAMPANELLA & SONS OF WADSWORTH, ILLINOIS, FOR THE VILLAGE’S LINCOLN AVENUE AND WEST SHERIDAN PLACE STORM SEWER PROJECTS AND APPROVING THE WAIVER OF COMPETITIVE BIDS

President O’Hara reported in April of 2018 the Village Board approved contracts for the design of storm sewer improvement projects on Lincoln Avenue and West Sheridan Place. The projects locations had been identified as not meeting the Village drainage standards of avoiding street flooding during a 10-year storm and house flooding during the 100-year storm. The projects were designed and competitively bid. She further reported the Village rejected the bids received for the projects and Village Staff is recommending waiving competitive bidding and awarding a contract to Campanella & Sons in the amount of \$852,347.42. The pricing is in line with the current market and Village Staff believes awarding the contract to Campanella & Sons is more advantageous to the Village than re-bidding.

President O’Hara reported the Village’s FY20 budget contains \$1,030,000 for the projects. The Village intends to spend a portion of the remaining budget by executing an agreement for construction engineering services for the projects for a fee not to exceed \$77,395. She further reported Staff recommends that the Village Board waive the competitive bidding process for this project in accordance with section 4.5 of the Village of Lake Bluff Purchasing Policies & Procedures Manual and award a contract to Campanella & Sons Construction in the amount of \$852,347.42 to complete the projects.

As there were no questions from the Board, Trustee Dewart moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Meyer, Towle, Dewart and Lemieux
Nays: (0)
Absent: (2) Ankenman and Grenier

17. ITEM #17 – A RESOLUTION APPROVING A PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING LTD (Construction Observation Services for Lincoln Avenue and West Sheridan Place Storm Sewer Projects)

President O'Hara reported the Village requested and received a proposal from Christopher B Burke Engineering (CBBEL) to provide construction engineering services for the Lincoln Avenue and West Sheridan Place Storm Sewer projects. CBBEL prepared the construction and bidding documents for the projects and has qualified personnel to perform the construction observations services. President O'Hara further reported the proposal is for a fee not to exceed \$77,395.00. The Village's FY20 budget includes \$1,030,000 for the Lincoln Avenue and West Sheridan Place Storm Sewer projects. The sum of the construction contract and the construction engineering proposal is \$929,742.40, approximately \$100,000 less than the budgeted amount. It is recommended that the board approve the proposal from CBBEL for an amount not to exceed \$77,395.

As there were no questions from the Board, Trustee Lemieux moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Towle, Dewart, Lemieux and Meyer
Nays: (0)
Absent: (2) Ankenman and Grenier

18. ITEM #18 – A RESOLUTION APPOINTING WALTER MICHAEL HOSKING INTERIM VILLAGE POLICE CHIEF AND APPROVING AN INTERIM VILLAGE POLICE CHIEF AGREEMENT

President O'Hara reported immediately following Police Chief David Belmonte's retirement notice, the Village initiated a recruitment process for a new Police Chief which was not anticipated to be completed until mid-May making it necessary to appoint an interim department manager. With over 35 years of exemplary public safety management experience as the former Director of Public Safety of the Lake Forest Police & Fire Departments and Deputy Chief of Police for the Village of Lake Bluff, Walter Michael Hosking was appointed to serve as Village Police Chief on an interim basis for a term beginning on February 27, 2019 and ending May 31, 2019. She further reported the search has largely concluded and, despite great interest (77 resumes from 14 states), the process did not yield an ideal candidate. Fortunately, Interim Police Chief Hosking has agreed to stay on as Chief of Police for an extended period (until May 31, 2020) which will permit the Village to begin a new search in the first quarter of 2020.

President O'Hara reported consistent with the initial Interim Police Chief Agreement, the Employment Agreement provides Interim Police Chief Hosking no pension benefits but a payment rate equivalent to an annual salary of \$150,000 and certain benefits consistent with other Village department heads and public safety managers. Pursuant to Section 1-6F-1 of the Lake Bluff Municipal Code, the Village Chief of Police is appointed by the Village President, upon the recommendation of the Village Administrator, by and with the approval of the Board of Trustees.

Following a comment from President O'Hara, Trustee Meyer moved to adopt the resolution. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Dewart, Lemieux, Meyer and Towle
Nays: (0)
Absent: (2) Ankenman and Grenier

19. ITEM #19 – A RESOLUTION APPROVING AN AMENDMENT TO THE VILLAGE ADMINISTRATOR'S EMPLOYMENT AGREEMENT

President O'Hara reported on January 1, 2008 Village Administrator Irvin commenced his employment with the Village and became the seventh Village Administrator since 1962. In accordance with Section 4 of the Employment Agreement by and between the Village of Lake Bluff and Village Administrator Irvin, the President and Board of Trustees have conducted a performance review and determined that it is in the best interests of the Village to adjust Mr. Irvin's compensation to be consistent with the Village's Official Pay Plan and to recognize his organizational contributions during the past performance review period, with this amendment, Village Administrator's Irvin annual salary is to be adjusted to \$221,183.04; she said this is the eighth amendment to the Village Administrator's Employment Agreement since 2008.

As there were no further comments from the Board, Trustee Towle moved to adopt the resolution. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Lemieux, Meyer, Towle and Dewart
Nays: (0)
Absent: (2) Ankenman and Grenier

20. ITEM #20 – AN ORDINANCE AMENDING TITLE III OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE AND THE COMPREHENSIVE FEE SCHEDULE CONCERNING LIQUOR LICENSES FOR TASTINGS AND FEES AND ELIGIBILITY FOR CLASS AA (Civic Event) LIQUOR LICENSES

President O'Hara reported Terlato Wines International, a locally headquartered wine importer and broker, has requested to participate in the 2019 Downtown Block Party series by providing tastings to visitors in conjunction with the sale of their products by the Lake Bluff Brewing Company. She further reported Section 3-2-20 prohibits the giving away of liquor with certain limited exceptions for tastings. However, these exceptions would not allow Terlato to proceed as requested as:

- Terlato does not and is not required to hold a Village liquor license to conduct their business; and,
- Section 3-2-20 only authorizes the Brewery to conduct tastings of beer, and not wine.

President O'Hara reported during Staff review of the ordinance, additional technical issues were discovered concerning the application fee and eligibility to receive a Class AA license, which is used for the Downtown Block Party series and other Village special events. As written today, only businesses with an officer residing in the Village could receive a Class AA license. Staff recommends these issues be corrected at this time. The draft Ordinance would:

- Create a new class of license with no fee that would allow the conduct of tastings pursuant to statute.
- Incorporate a statutory limitation upon the volume of tastings provided to one person on one day.
- Clarify language concerning eligibility and application fees for a Class AA (Civic Events) license.

President O'Hara further reported waiver of second reading is requested. Absent the waiver and due to the cancellation of the Board's regular meeting that would occur on Memorial Day, Terlato would be unable to participate in the Saturday, May 25th and Friday, June 7th Downtown Block Party dates. (There are five Downtown Block Party dates in total, as well as the Lake Bluff Criterium. Terlato has not committed to participate in the Criterium.).

President O'Hara said she is pleased that Terlato Wine, a rather prominent business within the community, will be participating in community events.

As there were no questions from the Board, Trustee Dewart moved to approve first reading of the ordinance. Trustee Lemieux seconded the motion. The motion passed on a unanimous voice vote.

Trustee Dewart made a motion to waive second reading of the ordinance. Trustee Lemieux seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Lemieux, Meyer, Towle and Dewart
Nays: (0)
Absent: (2) Ankenman and Grenier

21. ITEM #20 – TRUSTEE’S REPORT

Trustee Dewart welcomed his family to the meeting and thanked them for their support throughout his tenure. He said it has been a privilege to serve the community, Staff, Administration and that the experience he gained while serving with the distinguished group of Board Members has enriched his life.

Trustee Lemieux said his comment may sound trite, but it is heartfelt, for him to say it has been an honor to serve as a Trustee for such a wonderful community. He commented on why he chose not to seek re-election in 2005 and thanked the Board for reappointing him to serve the remaining term of a former Village Trustee. Trustee Lemieux said the Board may not have agreed on everything but it did thoroughly discuss each matter and he is confident the Board is in good hands. He said Staff have been phenomenal and thanked them for the support. He said the community runs on the backs of volunteers and he expressed his thanks to all Lake Bluff volunteers.

22. ITEM #21 – ADJOURNMENT SINE DIE

Trustee Dewart made a motion to adjourn sine die. Trustee Lemieux seconded the motion. The motion passed on a unanimous voice vote.

23. ITEM #22 – INAUGURATION OF NEW OFFICERS

President O’Hara administered the Oath of Office to Village Trustees Joy Markee and Regis Charlot and Village Clerk Megan Michael.

Following the oaths of office, the newly elected and incumbent officials took their positions at the dais as Village Officials and returned to the agenda.

President O’Hara said it has been a privilege to know and serve with former Trustees Dewart and Lemieux. She said these are two of the finest residents and citizens of this community who have spent years giving of themselves and their expertise to the Village in numerous volunteer positions. President O’Hara said the Board has always been able to settle disputes and agree on the fundamentals of what the community should be, and she has great hope for the new Board. She thanked Messrs. Dewart and Lemieux for their service.

24. ITEM #23 – CALL TO ORDER AND ROLL CALL

Village Clerk Michael called the roll at 7:44 p.m. and announced the following were present:

Village President: Kathleen O’Hara

Trustees: Regis Charlot

Joy Markee
William Meyer
Aaron Towle

Absent: Barbara Ankenman, Village Trustee
Eric Grenier, Village Trustee

Also Present: Megan Michael, Village Clerk
Peter Friedman, Village Attorney
Drew Irvin, Village Administrator
Bettina O'Connell, Finance Director
Jeff Hansen, Village Engineer
Mike Croak, Building Codes Supervisor
Jake Terlap, Public Works Superintendent
Mike Hosking, Interim Police Chief
Glen Cole, Assistant to the Village Administrator (A to VA)
John Scopelliti, Administrative Intern

25. ITEM #24 – A RESOLUTION HONORING THE PUBLIC SERVICE OF VILLAGE TRUSTEE MARK DEWART

President O'Hara read the resolution honoring the public service of former Trustee Dewart and presented him with a framed copy of the resolution and plaque. She thanked Mr. and Mrs. Dewart and noted their expecting their first grandchild.

Mr. Dewart asked that the resolution be amended to include his daughter-in-law. He said it has been a privilege to serve the Lake Bluff community and thanked everyone for the recognition.

As there were no comments from the Board, Trustee Markee moved to approve the resolution as amended. Trustee Charlot seconded the motion. The motion passed on a unanimous voice vote.

26. ITEM #25 – A RESOLUTION HONORING THE PUBLIC SERVICE OF VILLAGE TRUSTEE PAUL LEMIEUX

President O'Hara read the resolution honoring the public service of former Trustee Lemieux and presented him with a framed copy of the resolution and plaque. President O'Hara thanked Mr. Lemieux for his service.

Trustee Markee moved to approve the resolution. Trustee Charlot seconded the motion. The motion passed on a unanimous voice vote.

27. ITEM #26 – TRUSTEE'S REPORT

There was no Trustee's report.

28. ITEM #27 - ADJOURNMENT

Trustee Markee moved to adjourn the regular meeting. Trustee Charlot seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:48 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Megan Michael
Village Clerk