

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 8, 2019**

**APPROVED MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

Village President O’Hara called the meeting to order at 7:07 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Megan Michael called the roll.

The following were present:

Village President: Kathleen O’Hara

Trustees: Eric Grenier  
Joy Markee  
William Meyer  
Aaron Towle

Absent: Barbara Ankenman, Village Trustee  
Regis Charlot, 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)

**2. PLEDGE OF ALLEGIANCE**

President O’Hara led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES OF THE JUNE 24, 2019 VILLAGE BOARD MEETING**

Trustee Towle moved to approve the June 24, 2019 Board of Trustees Regular Meeting Minutes as presented. Trustee Markee 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. ITEM # 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 JULY 1-15, 2019 AND JUNE 2019 PAYROLL EXPENDITURES**

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$257,240.10 for July 1-15, 2019, expenditures for payroll in the amount of \$281,983.04 for June 2019 which resulted in total expenditures of \$539,223.14.

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

Ayes: (4) Grenier, Markee, Meyer and Towle  
Nays: (0)  
Absent: (2) Ankenman and Charlot

**7. ITEM #7 – VILLAGE ADMINISTRATOR’S REPORT**

Village Administrator Irvin introduced Scott Griffith, Consultant with Christopher Burke Engineering to provide the Board with an update regarding the Village-wide stormwater infrastructure analysis (Study).

Mr. Griffith said the Study will be completed this year and the goal was to identify areas throughout the Village susceptible to flooding and develop projects to reduce the risk of future roadway and structure flooding. He said Lake Bluff is a well prepared community but may have to address future erosion concerns because stormwater systems flow into the ravines. Mr. Griffith showed and described an exhibit of the Study areas.

Mr. Griffith showed an image of the existing Village stormwater drainage patterns and noted there is a subcontinental divide located in the Village which causes areas west of Green Bay Road to flow toward the Mississippi River and areas east of Green Bay Road to flow toward the Saint Lawrence waterway. He reviewed information regarding previous hydrologic and hydraulic studies which assisted in identifying pending drainage improvements in the North and East Terrace Subdivisions. The Study was also used to develop the Lincoln Avenue and West Sheridan Place drainage improvements and the analysis was expanded to include areas east of Sheridan Road toward Lake Michigan then south toward Bath and Tennis Club.

Mr. Griffith said the flood questionnaire was made available to Village residents via various communication channels and a total of 329 responses were received. He commented on the type of questions asked and feedback received. He showed a picture of the survey response map and commented on the three watersheds identified as a result of the existing storm sewer systems (north ravine, central ravine and south ravine). Upon completion of the questionnaire a field survey crew surveyed

approximately 300 storm sewer structures throughout the community, developed a hydrologic/hydraulic model of the existing system and determined the following: (i) The Village developed prior to modern stormwater planning, (ii) various levels of protection are offered with the existing system, (iii) problems areas within the existing system, (iv) small storm sewers and little stormwater storage available, and (v) the existence of impaired overland flow routes. He showed an image reflecting the 10-year and 100-year rainfall event for flood areas within the community and said design alternatives can be created to improve the overland flooding areas identified by the Study.

Mr. Griffith reviewed future Village design requirements which included: (i) 10-Year rainfall event off of roads, (ii) 100-Year rainfall event away from structures, (iii) 10-Year rainfall event – 10% occurrence chance each year, and (iv) 100-Year rainfall event – 1% occurrence chance each year pursuant to the Illinois State Water Survey return interval rainfall depths. Mr. Griffith said the intended Study will: (i) identify potential drainage improvements based on results of analysis, (ii) develop and analyze improvements at a conceptual level, and (iii) conceptual level alternatives will be designed for new rainfall depths. There were six Study areas identified (Area #1 East Terrace, Area #2 near Ravine Forest, Area #3 East part of Lake Bluff, Areas #4 and #6 Viaduct and Area #5 East North and East Center) and the plan is to analyze each study area in detail with XP-SWMM model for conveyance and storage improvements, identify potential impacts to adjacent properties (verify that drainage improvement is not relocating drainage problem), and design projects to meet Village criteria.

Mr. Griffith provided information regarding upcoming construction projects (Lincoln Avenue and West Sheridan Place drainage improvements) identified as a result of the Scranton Avenue viaduct study. In conclusion, Mr. Griffith said the future steps are to identify opportunities for Village infrastructure projects and residential flood proofing projects, develop prioritization matrix to rank project by cost and benefit, continue evaluation of the Scranton Avenue viaduct (engage IDOT with maintenance of existing outlet and evaluate storage and conveyance improvements options), and September 2019 completion of Village Wide Study.

President O’Hara opened the floor for questions from the Board.

In response to questions from Trustee Grenier, Village Administrator Irvin provided information on a previous storm sewer project which would have cost approximately \$20 million and noted part of this Study is to identify other alternatives that reduce flooding but are not as expensive. He shared information regarding a potential Illinois Department of Transportation (IDOT) repair project for outdated pipes under the viaduct area. Village Administrator said negative ramifications regarding damage to infrastructure and public safety responses regarding emergency access routes have been addressed. A discussion followed.

In response to a question from Trustee Markee regarding flooding under the viaduct, Mr. Griffith said the use of real-time rainfall and rain gauge data from the County network is used to determine the accuracy of the models.

In response to a question from Trustee Towle, Village Administrator Irvin said there maybe some historical data regarding the viaduct flooding but he is unsure of the period of time it covers.

Trustee Meyer asked if State or Federal funding could be obtained for the \$20 million deep tunnel project. Mr. Griffith provided information regarding the potential IDOT project and he noted it would have no impact on major storm events.

In response to a question from Trustee Meyer, Village Administrator Irvin said relief of local flooding would depend on the ancillary projects connected to the piping system. The original geographical alignment associated with North Avenue offered solutions or at least improve alternatives on how to keep water from infiltrating several homes pursuant to the 100-year standard.

In response to a question from Trustee Meyer regarding a potential Central Lake County Joint Action Water Agency (CLCJAWA) project, Village Engineer Jeff Hansen said CLCJAWA is considering a second inlet from their pump station to Lake Michigan and not along Blodgett Avenue.

Trustee Markee inquired of the timeline for the Lincoln Avenue and West Sheridan Place projects. Village Engineer Hansen said the plan is to begin the West Sheridan Place project soon and start the Lincoln Avenue project when the IDOT permit is received but both projects should be done this calendar year.

**8. ITEM #8 – VILLAGE ATTORNEY’S REPORT**

Village Attorney Peter Friedman had no report.

**9. ITEM #9 – VILLAGE PRESIDENT’S REPORT**

President O’Hara said the 4<sup>th</sup> of July parade was a successful event and expressed her appreciation to all the volunteers. President O’Hara said the Village recently learned that \$61 million has been allocated for the 41/176 exchange. The interchange project is a State project which consist of three phases and she noted that Phase I of the project is complete.

Village Administrator Irvin said State funding will first be allocated for Phase II, which could be completed in three years, and includes land acquisition, construction development of acceleration/deceleration lanes, drainage improvements and reconstruction of the interchange. The actual construction, Phase III, would commence upon completion of Phase II. Village Administrator Irvin said the next step for the Village Board would be to consider a letter of intent with IDOT for expected improvements along that corridor such as lighting, path improvements, landscaping and other ancillary improvements.

Village Engineer Hansen elaborated on the proposed improvements for the complete reconstruction of the Route 41/176 interchange. In response to a question from Trustee Towle, Village Engineer Hansen said Phase I of the Study determined it would not be cost efficient to construct a viaduct or overpass near the railroad tracks.

**10. ITEM #10, #11 AND #12 – CONSENT AGENDA**

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

10. Correspondence Delivered in the June 21 and 28, 2019 Informational Reports;
11. Second Reading of an Ordinance Approving a Final Plat of Subdivision and Variations from the Zoning Regulations for 454 Simpson Avenue and 617 East Prospect Avenue; and
12. Second Reading of an Ordinance Granting a Variation from the Village’s Parking Setback Regulation, Denying a Variation from the Village’s Frontage Yard Regulation, and Approving a Site Plan (101 Waukegan Road).

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

Ayes: (4) Markee, Meyer, Towle and Grenier  
Nays: (0)  
Absent: (2) Ankenman and Charlot

**11. ITEM #13 – AN ORDINANCE AMENDING TITLE 3 OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE CONCERNING LIQUOR LICENSES FOR TASTINGS**

President O’Hara reported in May, the Village Board passed Ordinance 2019-14, which, among other changes, created a new type of liquor license to allow Terlato Wines International, a locally headquartered wine importer and broker, to conduct tastings as part of the 2019 Downtown Block Party series. She further reported after the Ordinance was passed, Terlato has instead expressed a preference for the Village’s existing liquor licensees to be conducting tastings of their product. The attached ordinance would allow on premise tastings at the brewery, which sells Terlato’s product, as well as tastings incidental to a Class AA (civic event) permit.

Trustee Grenier moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

Trustee Meyer moved to approve the ordinance. Trustee Towle seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Meyer, Towle, Grenier and Markee  
Nays: (0)  
Absent: (2) Ankenman and Charlot

Village Attorney Peter Friedman clarified second reading of the ordinance requires a vote of 2/3 of the Board Trustees. The Village President is required to vote on this agenda item because two of the Trustees are absent this evening.

Village Clerk Michael then took the following roll call vote:

Ayes: (5) Meyer, Towle, Grenier, Markee and President O’Hara  
Nays: (0)  
Absent: (2) Ankenman and Charlot

**12. ITEM #14 – TRUSTEE’S REPORT**

Trustee Grenier said the 4<sup>th</sup> of July parade was well organized.

Trustee Towle thanked the Public Works Department for quickly cleaning up downtown after the event.

President O’Hara thanked the Police Department for diligently maintaining the crowd and keeping the event safe for everyone. She also thanked the Parade Committee for doing a great job organizing the event and conveying safety measures to the parade participants.

**13. ITEM #15 – EXECUTIVE SESSION**

At 7:57 p.m. Trustee Markee moved to enter into Executive Session for the purpose of discussing Personnel (5 ILCS 120/2(c)(2)). Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

There being no further business to discuss, Trustee Meyer moved to adjourn out of executive session. Trustee Grenier seconded the motion and the motion passed on a unanimous voice vote at 8:18 p.m.

**14. ITEM #16 – ADJOURNMENT**

Trustee Towle moved to adjourn the regular meeting. Trustee Meyer seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:18 p.m.

Respectfully Submitted,

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R. Drew Irvin  
Village Administrator

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Megan Michael  
Village Clerk