

**VILLAGE OF LINDENHURST**  
2301 E Sand Lake Road

**Regular Village Board Meeting Minutes**  
**February 12, 2024**  
**7:00pm**

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**I. Call to Order**

- A. Mayor Marturano called the Regular Village Board Meeting to order at 7:00pm.

**II. Roll Call**

- A. Present were Mayor Dominic Marturano, Trustees Pat Dickson, Pat Dunham, Patty Chybowski, Dawn Suchy, Heath Rosten, and Ron Grace.
- B. Also in attendance were Village Administrator Clay Johnson, Village Attorney Julie Tappendorf, Commander Eric Seneca, Operations Director Kevin Klahs, Utility Systems Manager Charles Hernandez, Assistant to the Village Administrator Karleen Gernady, and Village Clerk Melissa Forsberg.

**III. Pledge of Allegiance**

**IV. Approval of Minutes**

- A. Minutes from the Regular Village Board Meeting of January 22, 2024 were presented for approval.
- B. Trustee Suchy made a motion, seconded by Trustee Chybowski, to approve the minutes from the Regular Village Board Meeting of January 22, 2024 as presented.
1. Voice Vote  
Aye - 5  
Nay - 0  
Abstain - 1  
Motion carried.

**V. Treasurer's Report**

- A. Trustee Dunham read the Treasurer's Report for January 2024. The total for all accounts on January 31, 2024 was \$15,748,495.80.
- B. Trustee Dunham made a motion, seconded by Trustee Dickson, to approve the Treasurer's Report for January 2023 as read.
1. Roll Call  
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace  
Nay – 0  
Motion carried.

**VI. Bills Presented for Payment**

- A. Trustee Dunham made a motion, seconded by Trustee Chybowski, to approve the first set of bills for the month of February presented for payment in the amount of \$650,734.20 for invoices due on or before February 12, 2024.
    - 1. Roll Call
      - Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace
      - Nay – 0
- Motion carried.

**VII. Board & Staff Reports**

- A. Trustee Dickson wished to recognize that Abraham Lincoln would have been 215 years old on this day.
- B. Trustee Suchy spoke about Governor Pritzker coming out with the Open Space Land Acquisition and Development (OSLAD) grants last month. Happy to announce the following grants:
  - 1. Lindenhurst Park District received \$450,000 matching grant for the Lewis Park renovation.
  - 2. Lake Villa District Library received \$600,000 matching grant
  - 3. Lake Villa Township received \$600,000 matching grant
- C. Trustee Grace spoke with a resident that had questions regarding fencing. They called Village Hall and found staff to be very helpful and knowledgeable. The resident was appreciative and complimentary about their interaction with Village staff.
- D. Mayor Marturano spoke about the OSLAD matching grant for the Lake Villa District Library. The library established a large scale plan for developing their outdoor property. It was broken in to multiple phases. At their Grapes and Growlers fundraiser, they spoke about this grant money helping with the beginning phases of the project.
- E. Commander Seneca announced all the body camera equipment has been received and an implementation date has been established with Motorola.
- F. Utility Systems Manager Charles Hernandez announced the Lake Shore Drive water main replacement project from Green Tree Court to Sprucewood Lane has begun.

**VIII. Public Comment on Agenda Items**

- A. None.

**IX. New Business**

- A. Resolution 24-1-2282R: Various Amendments to the Village of Lindenhurst Employee Handbook and Pay Plan
  - 1. Village Administrator Johnson presented the results of a review of our Employee Handbook. The review was conducted by Clark, Baird, & Smith. Revisions were

suggested, primarily pertaining to recent changes within the Illinois Labor Law. Reorganizing the policies in a more logical order were also suggested as a means to improve the flow of the Handbook.

2. As requested by the Human Resources Committee, language was included in regards to working-from-home/telework.
3. Additionally, Village staff recommended changes to the Village's Pay Plan to better reflect reassignment and reallocation of duties within Village Hall office personnel.
4. Trustee Chybowski made a motion, seconded by Trustee Grace to adopt Resolution 24-1-2282R approving and making various amendments to the Village of Lindenhurst Employee Handbook and Pay Plan.
  - a. Roll Call  
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace  
Nay – 0  
Motion carried.

B. Approval: Economic Incentive Agreement with Aqua Pool and Spa Pros Co.

1. Aqua Pool and Spa Pros, located at 2060 E Grand Avenue submitted a LEAP application requesting assistance with expenses for flooring replacement. Work to include removal of existing carpet tiles to be replaced with new carpet tiles and vinyl composite tile flooring. As they are not eligible under the terms of the LEAP program, labor costs were subtracted from the requested amount.
2. Although the work was scheduled before our regular Village Board meeting, all other eligibility requirements have been met.
3. Trustee Dunham made a motion, seconded by Trustee Suchy to approve an economic incentive agreement with Aqua Pool and Spa Pros Co. in the amount not to exceed \$9,364.74.
  - a. Roll Call  
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace  
Nay – 0  
Motion carried.

C. Approval: Economic Incentive Agreement with Healing Hands Spa

1. Healing Hands Space located at 2238 E Grand Avenue submitted a LEAP application requesting assistance with expenses for signage and a buildout. A special use permit was recently issued. Their business consists of massage therapy and non-surgical skin care treatments. As they are not eligible under the terms of the LEAP program, the installation cost of the signage and architectural services were subtracted from the requested amount.
2. Trustee Suchy made a motion, seconded by Trustee Chybowski to approve an economic incentive agreement with Wang Sisters, LLC (d/b/a Healing Hands Spa) in an amount not to exceed \$12,538.13.
  - a. Roll Call  
Aye – 6 Trustees Dickson, Dunham, Chybowski, Suchy, Rosten, Grace  
Nay – 0  
Motion carried.

- D. Discussion: Draft 2024-2025 Capital Improvement Plan
1. The Finance Committee met on February 2, 2024 to discuss the proposed Capital Improvement Plan (CIP) for the 2024/2025 fiscal year.
  2. Trustee Dunham presented results from the meeting, while discussing considerations to potentially incorporate.

X. **Public Comment**

- A. None.

XI. **Executive Session**

- A. None.

XII. **Adjournment**

- A. Trustee Chybowski made a motion, seconded by Trustee Suchy to adjourn the meeting.
1. Voice Vote  
Aye - 6  
Nay - 0  
Motion carried.
  2. The meeting was adjourned at 7:39 pm.

Date approved 2-26-2024



Dominic Marturano, Mayor



Melissa Forsberg, Village Clerk

