

VILLAGE OF LINDENHURST
2301 E Sand Lake Road

Regular Village Board Meeting Minutes
May 13, 2024
7:00pm

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 Dunham, Patty Chybowski, Dawn Suchy, Heath Rosten, and Ron Grace.
- B. Absent was Trustee Pat Dickson.
- C. Also in attendance were Village Administrator Clay Johnson, Village Attorney Julie Tappendorf, Police Chief Tom Jones, 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 April 22, 2024 were presented for approval.
- B. Trustee Suchy made a motion, seconded by Trustee Grace, to approve the minutes from the Regular Village Board Meeting of April 22, 2024 as presented.
1. Voice Vote
 - Aye - 5
 - Nay - 0
 - Abstain - 0
- Motion carried.

V. Bills Presented for Payment

- A. Voucher Register #1 - April 23, 2024 thru April 30, 2024
1. Trustee Dunham made a motion, seconded by Trustee Suchy, to approve bills for April 23, 2024 thru April 30, 2024 (end of FY24) in the amount of \$425,092.82 for invoices due on or before April 30, 2024.
 2. Roll Call
 - Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
 - Nay – 0
- Motion carried.
- B. Voucher Register #2 - May 1, 2024 thru May 13, 2024
1. Trustee Dunham made a motion, seconded by Trustee Chybowski, to approve the first set of bills for the month of May presented for payment in the amount of \$806,132.15 for invoices due on or before May 13, 2024.

2. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

VI. Treasurer's Report

- A. Trustee Dunham read the Treasurer's Report for April 2024. The total for all accounts on April 30, 2024 was \$ \$14,679.566.04.
- B. Trustee Dunham made a motion, seconded by Trustee Suchy, to approve the Treasurer's Report for April 2024 as read.
 1. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

VII. Board & Staff Reports

- A. Trustee Dunham announced the Memorial Day Ceremony would be May 27, 2024 at 10:00am. He also made mention of Peace Officer Memorial Day, and week, and thanked everyone for their service.
- B. Mayor Marturano announced the following:
 1. The Mayor and Sgt Gugel were invited to BJ Hooper School for their Community Day and interacted with first thru fifth grade students.
 2. Attended teacher appreciation activities at Pleviak Elementary School.
- C. Police Chief Tom Jones mentioned National Police week. He also announced the retirement of Officer Keane, who will be missed.
- D. Utility Systems Manager Charles Hernandez reported staff was investigating flooding areas due to the storm.

VIII. Public Comment on Agenda Items

- A. None.

IX. New Business

- A. Proclamation: Amyotrophic Lateral Sclerosis (ALS) Awareness Month
 1. Amyotrophic lateral sclerosis, commonly know as ALS or Lou Gehrig's disease is a type of motor neuron disease that takes away a person's ability to function. ALS affects approximately 31,000 individuals nationally and there is no known cure.
 2. Additional attention to the cause, which aids in increasing awareness and funds for research, takes place in May.

3. Trustee Suchy made a motion, seconded by Trustee Chybowski to proclaim May 2024 as ALS Awareness Month in the Village of Lindenhurst.
 - a. Voice Vote
Aye – 5
Nay – 0
Motion carried.

B. Approval: Mayoral Appointments

1. The term of several appointed officials are expiring. Recommended appointments are as follows:
 - a. Appointed Positions
 - (1) Clay Johnson - Budget Officer. Term: 5/1/24-4/30/25
 - (2) Dam, Snell & Taveirne Ltd. Term: 5/1/24-4/30/25
 - (3) Baxter & Woodman Consulting Engineers. Term: 5/1/24-4/30/25
(Baumann) - Stormwater Enforcement Officer
 - (4) Karleen Gernady - Collector, Deputy Clerk. Term: 5/1/24-4/30/25
 - (5) Christopher Burke Engineering -. Term: 5/1/24-4/30/25
Village Engineer
 - (6) Ancel Glink (Julie Tappendorf) -. Term: 5/1/24-4/30/25
Village Attorney
 - (7) Swanson, Martin & Bell (Henne) -. Term: 5/1/24-4/30/25
Village Prosecutor
 - b. Plan Commission/Zoning Board of Appeals
 - (1) Philip Rovang. Term: 5/1/24-4/30/28
 - (2) Robert Buehler. Term: 5/1/24-4/30/28
 - c. Lakes Commission
 - (1) Dave Kraft-Chairperson. Term: 5/1/24-4/30/25
 - (2) Brad Winter. Term: 5/1/24-4/30/26
 - (3) John Filippo. Term: 5/1/24-4/30/26
 - (4) Kevin Lowry. Term: 5/1/24-4/30/26
 - (5) Carlos Menor-Salazar. Term: 5/1/24-4/30/26
 - d. Police Pension
 - (1) Tom Heinrich. Term: 5/1/24-4/30/26
 - e. Board of Police Commissioners
 - (1) William Douglas. Term: 5/1/24-4/30/26
 - f. Emergency Disaster Coordinator
 - (1) Eric Gugel. Term: 5/1/24-4/30/25
2. Appointed Positions - all appointments are renewals.
3. Village Commissioners - all, but one position, are renewals. John Filippo of the Lakes Commission would be replacing PJ Hilbert, who is stepping down.
4. Village Commissions Chairpersons - will remain the same.
5. Trustee Chybowski made a motion, seconded by Trustee Suchy to accept the Mayor's appointments to the various Village Commissions.
 - a. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

- C. Approval: Compensation Adjustment to Village Administrator Clay Johnson
1. Per the employee agreement, the Mayor and Village Board must conduct a yearly performance review of the Village Administrator. A 4% increase is being considered due to the employee's performance the past fiscal year.
 2. Trustee Dunham made a motion, seconded by Trustee Grace to approve a compensation adjustment of 4% to the Village Administrator's annual base salary retroactive to May 1, 2024.
 - a. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.
- D. Approval: Grand Avenue Streetscape Design Proposal - Teska Associates - \$42,530
1. As they were the lead consultant in creating the Grand Avenue TIF District, Teska Associates was asked to provide a proposal to improve the aesthetic characteristics of Grand Avenue. During the TIF District development, Teska provided very preliminary possibilities for the corridor. Deciding whether to build off those designs or start from scratch will be part of the design process.
 2. The two major scope components consist of the following:
 - a. Streetscape
 - (1) Would consist of conceptual designs for spaces along the corridor. Designs may include gateways, directional signage, lighting, banners, landscaping, etc.
 - b. Architectural Design Guidelines
 - (1) Would consist of examining and creating design guidelines for the physical environment along Grand Avenue.
 3. As a means to visualize the design elements, up to four sites will be selected for application, one, of which, will be the Slove Park/Village Hall area.
 4. Teska's scope would include the following:
 - a. Attendance at staff meetings.
 - b. Attendance at two public open house meetings.
 - c. Attendance at two Village Board meetings.
 5. A technical memorandum will be provided and will take 9-10 months to complete.
 6. Trustee Suchy made a motion, seconded by Trustee Chybowski to authorize the Village Administrator to enter into a service agreement with Teska Associates, Inc. for the Grand Avenue streetscape and design standards in an amount not to exceed \$42,530.
 - a. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.
- E. Approval: Code Enforcement Services - Safebuilt
1. The Village had employed a part-time Code Enforcement Officer (CSO) in the Police Department for many years. Initially the CSO handled property maintenance violations and administrative tasks as required. Additionally, former CSO Scoles would oversee maintenance violations through adjudication. He also handled evidentiary property organization. New applicants were sought out utilizing the same job description and compensation. Unfortunately, this hiring process did not produce a sufficient number

- of applicants. As a result, the Village pursued utilizing an outside source to provide code enforcement services.
2. Safebuilt provides:
 - a. Building inspections.
 - b. Reviews.
 - c. Code enforcement services throughout the United States, including Illinois.
 3. Safebuilt provides Code Enforcement services in Illinois to:
 - a. Glenview.
 - b. Morton Grove.
 - c. North Chicago.
 - d. LaGrange Park.
 - e. Hampshire.
 - f. Pingree Grove.
 - g. Schiller Park.
 4. Overall, Village Staff received positive feedback from current clients. Our Village Staff were impressed by Safebuilt's ability to adapt their approach based on the culture of our community.
 5. Safebuilt provided a proposal for a period of 12 months. Currently, this is being viewed as a pilot program in which to determine the future direction of the program.
 6. Trustee Chybowski made a motion, seconded by Trustee Grace to authorize the Village Administrator to enter into a service agreement with Safebuilt Illinois, LLC for an initial contract term of twelve (12) months.
 - a. Roll Call
Aye – 5 Trustees Dunham, Chybowski, Suchy, Rosten, Grace
Nay – 0
Motion carried.

X. **Public Comment**

- A. Congratulations was given to John Filippo for his appointment to the Lakes Commission.

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 - 5
Nay - 0
Motion carried.
 2. The meeting was adjourned at 7:35pm.

Date approved

6-10-2024

Dominic Marturano, Mayor

Melissa Forsberg, Village Clerk

