



1200 WILMETTE AVENUE  
 WILMETTE, ILLINOIS 60091-0040

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND BOARD  
 OF TRUSTEES OF THE VILLAGE OF WILMETTE, ILLINOIS HELD IN THE  
 COUNCIL ROOM OF SAID VILLAGE HALL, 1200 WILMETTE AVENUE,  
 WILMETTE, ILLINOIS ON TUESDAY, NOVEMBER 26, 2019.**

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President Bielinski called the meeting to order at 7:33 p.m.

**1.0 ROLL CALL**

President                      Bob Bielinski

Trustees                      Gina Kennedy  
                                      Kathy Dodd  
                                      Joel Kurzman  
                                      Senta Plunkett

Absent:                        Trustee Daniel Sullivan  
                                      Trustee Peter Barrow

Staff Present:                Timothy Frenzer, Village Manager  
                                      Michael Braiman, Assistant Village Manager  
                                      Jeffrey Stein, Corporation Counsel  
                                      John Prejzner, Assistant Director of Administrative Services  
                                      Brigitte Berger-Raish, Engineering & Public Works Director  
                                      Melinda Molloy, Finance Director

**2.0 PUBLIC COMMENT**

There was no public comment.

**3.0 CONSENT AGENDA**

Trustee Dodd moved approval of the Consent Agenda as follows:

**3.1**    Approval of minutes of the Regular Board meeting held November 12, 2019.

**LAND USE COMMITTEE CONSENT AGENDA**

- 3.2** Presentation of minutes from the Appearance Review Commission meeting held on October 7, 2019.
- 3.3** Presentation of minutes from the Historic Preservation Commission meeting held on April 24, 2019.
- 3.4** Presentation of minutes from the Historic Preservation Commission meeting held on February 27, 2019.
- 3.5** Zoning Board of Appeals Report, Case #2019-Z-39, 1624 Lake Avenue, regarding a request for a variation to permit the retention of a non-conforming detached garage upon demolition of the principal structure in accordance with the plans submitted; adoption of Ordinance #2019-O-82.

**FINANCE COMMITTEE CONSENT AGENDA**

- 3.6** Approval of the October 2019 Monthly Financial Report.
- 3.7** Adoption of Ordinance #2019-O-69 amending the Wilmette Village Code (Chapter 26 Sewer and Water Facilities).
- 3.8** REQUEST TO TABLE TO THE DECEMBER 10, 2019 REGULAR VILLAGE BOARD MEETING - Adoption of Ordinance #2019-O-70 establishing a stormwater utility and related fees.
- 3.9** Introduction of Ordinance #2019-O-75 regarding the 2019 Tax Levy.
- 3.10** Introduction of Ordinance #2019-O-76 abating the tax levy requirements of General Obligation Bond Ordinance #2010-O-66.
- 3.11** Introduction of Ordinance #2019-O-77 abating the tax levy requirements of General Obligation Bond Ordinance #2011-O-70.
- 3.12** Introduction of Ordinance #2019-O-78 abating the tax levy requirements of General Obligation Bond Ordinance #2013-O-64.
- 3.13** Introduction of Ordinance #2019-O-79 abating the tax levy requirements of General Obligation Bond Ordinance #2014-O-54.
- 3.14** Introduction of Ordinance #2019-O-80 abating the tax levy requirements of General Obligation Bond Ordinance #2017-O-58.

- 3.15** Introduction of Ordinance #2019-O-81 abating the tax levy requirements of General Obligation Bond Ordinance #2017-O-58.
- 3.16** Adoption of Resolution #2019-R-15 authorizing the transfer of \$1,000,000 from the Water Fund to the General Fund.

#### **ADMINISTRATION COMMITTEE CONSENT AGENDA**

- 3.17** Approval of a one-year renewal contract in an amount not to exceed \$83,711 with Municipal GIS Partners, Inc., Des Plaines, Illinois, for GIS Consortium services.
- 3.18** Approval of a one-year contract in an amount not to exceed \$68,000 with Metro Strategies of Downers Grove, Illinois, for communications support services.

#### **MUNICIPAL SERVICES COMMITTEE CONSENT AGENDA**

- 3.19** Introduction of Ordinance #2019-O-71 adopting the amended Cook County Watershed Management Ordinance.
- 3.20** Approval of contracts with Carus Corp., Peru, Illinois; Alexander Chemical Corp., Peru, Illinois and USALCO, LLC, Baltimore, Maryland, for the purchase of water treatment chemicals for the Water Plant.
- 3.21** Approval of a change order in the amount of \$138,946.31 with IHC Construction Companies, LLC, Elgin, Illinois, for the Water Plant Electrical Improvements Project, Illinois Environmental Protection Agency (IEPA) Revolving Loan Fund Project No. L173763.

Trustee Kennedy seconded the motion. Voting yes: Trustees Kennedy, Dodd, Kurzman, Plunkett and President Bielinski. Voting no: none. The motion carried.

#### **4.0 REPORTS OF OFFICERS**

- 4.1** Request for an Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Section 2 (c) (1) of the Illinois Open Meetings Act.

Village Manager Timothy Frenzer reminded residents the leaf collection and curbside composting programs are in their final week of operation.

There was no report from Corporation Counsel.

#### **5.0 REPORT OF LIQUOR CONTROL COMMISSIONER**

No Report.

## **6.0 STANDING COMMITTEE REPORTS**

### **6.1 LAND USE STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda.

### **6.2 FINANCE STANDING COMMITTEE REPORT**

#### **6.21 Public hearing on Village of Wilmette's Fiscal Year 2020 Budget.**

President Bielinski opened the hearing at 7:43 p.m.

President Bielinski noted there was no one who wished to speak.

President Bielinski closed the hearing at 7:44 p.m.

#### **6.22 Adoption of Ordinance #2019-O-68 adopting the Fiscal Year 2020 Annual Budget.**

Trustee Kennedy moved to adopt Ordinance #2019-O-68 adopting the Fiscal Year 2020 Annual Budget, seconded by Trustee Dodd.

Trustee Kennedy thanked Village staff for their hard work and dedication in preparing the FY 2020 Budget.

Village Manager Timothy Frenzer gave an overview of the FY 2020 Budget (PowerPoint attached), noting the FY 2020 Budget is balanced and maintains services and the Village's bond rating. He also said that the public safety pension funding policy has been restructured to level off future contribution. He stated this was done through considerable efforts of the Finance Committee, and he thanked them for their diligent work. He went on to discuss the road program, noting a total of \$5.3 million dollars will be dedicated this budget year, which is the largest amount in the last twenty years. He discussed the tax levy increase of 4.99% which includes the increased road program funding. He reported there is no water rate increase, but there will be a 4% sewer rate increase. He reported North Maine Utilities will come online in mid-July, which will generate an estimated 30% increase to the wholesale portfolio. He concluded with a breakdown of the estimated annual increase, which amounts to approximately \$247 for the average household.

Mr. Frenzer thanked the Village Board for their time, input and hard work invested in budget planning. He also thanked Village staff for all their hard work.

President Bielinski also thanked Trustees and staff and said the resulting proposed budget is a responsible budget that maintains services and allows for some significant infrastructure projects in the coming year.

Trustee Kennedy read a statement from absent Trustee Peter Barrow. He said that moving forward he favors greater Board oversight in spending for the road program and CERF. He suggested a detailed monthly or quarterly report from the appropriate department head about spending and projections for the upcoming period would be valuable, as a significant amount of money is being spent on these items. Trustee Kennedy seconded Trustee Barrow's sentiment.

Trustee Dodd thanked the Board and staff, noting all the hours and hard work that is involved in putting together the annual budget. She said she agrees with Trustee Barrow in that more detailed information would be beneficial to the Board by way of a separate summary or report to keep track of what dollars are being spent on which projects. She said it would be helpful in the Board's communications to the community. She went on to state she thinks the growing reserve balance is something that needs monitoring. She also said that given the possible future development opportunities in the next few years, exploring the possibility of placing an upper limit on the CERF fund may warrant discussion.

Trustee Kurzman echoed Trustee Kennedy's appreciation for the staff's diligent work. He said he feels that staff is very communicative about work being done in the Village and that whenever he has had a question or concern, staff has been swift and very detailed in their response. He cited the Locust Road project as an example of project excellence with regard to feedback from residents. He said he feels this budget was the most challenging in his 3-year tenure and that staff did a fantastic job. He said that a 4.99% tax levy increase reflects priorities and that he fully supports this proposed budget.

Trustee Plunkett said discussion last year foreshadowed the challenges this year's budget would bring. She said the 0.75% pension funding increase included in the tax levy is due to the hard work and restructuring that staff has contributed to this issue over the last few years. She said this was an extraordinary effort and the resulting budget covers many important infrastructure projects, which is commendable.

No further discussion on the budget was forthcoming.

Voting yes: Trustees Kennedy, Dodd, Kurzman and Plunkett and President Bielinski. Voting no: none. The motion carried.

**6.3 ADMINISTRATION STANDING COMMITTEE REPORT**

All items listed on the Consent Agenda.

**6.4 MUNICIPAL SERVICES STANDING COMMITTEE REPORT**

**6.41 REMOVE FROM TABLE** - Approval to waive competitive bids for the purpose to negotiate contract terms with StormTrap for the Neighborhood Storage Project – Phase I.

Trustee Kurzman moved to remove Item 6.41 from the table, seconded by Trustee Kennedy. All voted aye, the motion carried.

Trustee Kurzman moved to waive the competitive bid process for the purpose to negotiate contract items with StormTrap for the Neighborhood Storage Project – Phase I, seconded by Trustee Dodd.

President Bielinski said that absent Trustee Barrow had requested this item be tabled and then read a statement prepared by Trustee Barrow. Trustee Barrow said he feels authorization to negotiate on a contract of this amount should be discussed and approved openly.

President Bielinski explained the approval tonight is only permission for Village staff to engage in exclusive conversation with StormTrap and that full discussion would take place once a contract is prepared for presentation.

Trustee Dodd asked why there is need to approve the ability for Village staff to obtain a bid on a project. Corporation Counsel Jeffrey Stein said that this is approval for Village staff to enter into a direct negotiation with StormTrap due to the project timeline. He went on to explain that by law, a waiver of bids must be approved, as there would be no formal bidding process. The resulting contract would be open to full discussion off consent by the Village Board at a future meeting. Trustee Dodd said due to the nature, size and cost of this project, she does not consider this routine business; therefore, open debate and discussion should be followed. President Bielinski concurred and reminded everyone that any member of the Board or public body has the right to remove an item from the Consent Agenda.

There was no further discussion.

Voting yes: Trustees Kennedy, Dodd, Kurzman, Plunkett and President Bielinski. Voting no: none. The motion carried.

**6.5 PUBLIC SAFETY STANDING COMMITTEE REPORT**  
No Report.

**6.6 JUDICIARY STANDING COMMITTEE REPORT**  
No Report.

**6.7 REPORTS FROM SPECIAL COMMITTEES**  
No Reports.

**7.0 NEW BUSINESS**

**8.0 ADJOURNMENT**

Trustee Plunkett moved to adjourn to Executive Session at 8:11 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body pursuant to Section 2 (c) (1) of the Illinois Open Meetings Act, seconded by Trustee Kennedy.

Voting yes: Trustees Kennedy, Dodd, Kurzman, Plunkett and President Bielinski.  
Voting no: none. The motion carried.

The Village Board returned from the Executive Session at 8:42 p.m.

Trustee Plunkett made a motion to adjourn the Village Board meeting at 8:43 p.m., seconded by Trustee Dodd.

All voted aye, the motion carried.

Respectfully submitted,



Karen Norwood  
Deputy Village Clerk