

**MINUTES OF THE REGULAR MEETING OF THE PRESIDENT AND  
BOARD OF TRUSTEES OF THE VILLAGE OF VERNON HILLS,  
LAKE COUNTY, IL HELD OCTOBER 17, 2023 7:00 PM**

- I. Village Manager Timony called the meeting to order at 7:02 pm.
- II. Roll call indicated the following Board Members present: Trustees Marquardt, Oppenheim, Forster, Schenk, Takaoka, Koch. President Byrne was absent. A quorum was established.

Also present were: Village Manager Timony, Assistant Village Manager Petrillo, Public Works Director Venatta, Community Development Director Jennings, Finance Director Lyons, Deputy Chief Holubetz, HR Specialist Svendsen, Village Attorney Ferolo, and Recording Secretary Koehl.

Village Manager Timony called for a motion to appoint Trustee Koch as Chairman Pro Tem for the duration of the meeting.

Motion by Trustee Oppenheim, second by Trustee Marquardt, to appoint Trustee Koch as Chairman Pro Tem for the duration of the meeting.

Roll call vote:

AYES: 6 – Forster, Takaoka, Schenk, Marquardt, Oppenheim, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne

- III. Pledge of Allegiance was recited.
- IV. Citizens Wishing to Address the Board  
None.

V. Official Reports

A. Village President

B. Village Manager

1. Proposed 2024 Meeting Schedule

Village manager Timony suggested meeting dates for 2024 and after discussion, January meeting dates will be January 9, 2024 and January 25, 2024. The proposed March 18, 2024 meeting will be changed to March 19, 2024

C. Assistant Village Manager

D. Finance Director/Treasurer

1. FY 23 Financial Review / Audit (draft enclosed in packet)

Finance Director Lyons presented a financial review of FY 2023 and introduced Mr. Ed Tracy of Selden Fox to review and present a draft of the audit.

E. Chief of Police

1. Police Department Report – September 2023 (enclosed in packet)

F. Public Works Director/Village Engineer

1. Public Works Director Venatta gave a summary on the recently suspended Quiet Zone and advised that all towns along the route are planning to have the appropriate repair completed in the near future. Until then, trains will sound their horns at all railroad crossings.

G. Director of Community Development

VI. Omnibus Vote Agenda

Chairman Pro Tem Koch called for a motion to approve Omnibus items A-G.

Motion by Trustee Oppenheim, second by Trustee Marquardt, to approve the Omnibus Vote Agenda Items A-G.

Roll call vote:

AYES: 6 – Marquardt, Forster, Oppenheim, Schenk, Takaoka, Chairman Pro Tem Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne

Motion carried.

- A. APPROVAL OF VOUCHER LIST OF BILLS DATED OCTOBER 17, 2023 IN THE AMOUNT OF \$492,844.21 (detail at end of packet)
- B. APPROVAL OF THE MINUTES OF THE REGULAR VILLAGE BOARD MEETING OF OCTOBER 3, 2023
- C. APPROVAL AND PASSAGE OF ORDINANCE 2023-101 AN ORDINANCE AUTHORIZING A SIX (6) MONTH CONTRACT EXTENSION WITH ALPHA BUILDING MAINTENANCE SERVICES TO PROVIDE JANITORIAL SERVICES AT THE PUBLIC WORKS FACILITY, ARBORTHEATER, METRA STATION, VILLAGE HALL, POLICE DEPARTMENT, COMMUNICATIONS CENTER AND MUNI GOLF COURSE FROM 11/01/2023 TO 4/30/2024 (PW Dir Venatta)
- D. APPROVAL AND PASSAGE OF ORDINANCE 2023-102 AN ORDINANCE AMENDING ORDINANCE 2023-058 AUTHORIZING AN INCREASE OF EXPENDITURES TO CHICAGOLAND PAVING CONTRACTORS, INC. FOR THE 2023 BITUMINOUS PAVEMENT PATCHING PROGRAM WITHIN THE FY2024 BUDGET BY \$9,975.07 (PW Dir Venatta)
- E. APPROVAL AND PASSAGE OF ORDINANCE 2023-103 AN ORDINANCE AUTHORIZING THE PURCHASE OF LED STREET LIGHT FIXTURES FROM STEINER ELECTRIC FOR AN AMOUNT NOT TO EXCEED \$60,000 (PW Dir Venatta)
- F. APPROVAL AND PASSAGE OF ORDINANCE 2023-104 AN ORDINANCE AUTHORIZING THE REDUCTION OF THE PERFORMANCE GUARANTEE FOR EVERLEIGH VERNON HILLS (PW Dir Venatta)
- G. APPROVAL AND PASSAGE OF RESOLUTION 2023-037 A RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO EXECUTE A LICENSE AGREEMENT WITH MIDWEST ENGINEERING FOR USE OF OFFICE SPACE AT 740 LAKEVIEW PARKWAY, VERNON HILLS, ILLINOIS (Chief Kreis)

VII. Unfinished/Additional Business

VIII. New Business/Communications

- 1. APPROVAL AND PASSAGE OF ORDINANCE 2023-100 AN ORDINANCE GRANTING A CERTIFICATE OF BUILDING AND USE CONVERSION FOR A NON-RETAIL USE, PLANET FITNESS, TO BE LOCATED AT 413 MILWAUKEE AVENUE UNIT 100

Chairman Pro Tem Koch called for a motion to approve Ordinance 2023-100, an ordinance granting a certificate of building and use conversion for a non-retail use, Planet Fitness, to be located at 413 Milwaukee Avenue Unit 100, with the amendment that the certificate of use conversion is exclusive to Planet Fitness, and will expire when Planet Fitness leaves the center.

Motion by Trustee Oppenheim, second by Trustee Marquardt, to approve Ordinance 2023-100, an ordinance granting a certificate of building and use conversion for a non-retail use, Planet Fitness, to be located at 413 Milwaukee Avenue Unit 100.

Roll call vote:

AYES: 6 – Schenk, Takaoka, Oppenheim, Marquardt, Forster, Chairman Pro Tem Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne

Motion carried.

Assistant Village Manager Petrillo

- 1) Assistant Village Manager Petrillo advised that the suggested Trick or Treat hours will be, October 31, 2023 from 4:00 PM – 8:00 PM.
- 2) The Village is once again supporting the Veterans Coat Drive and will be collecting new or gently used winter clothing in all sizes. Items can be dropped off at Village Hall, The Police Department, the Park District Sullivan Center, Nothing Bundt Cakes, Northwestern Mutual Life, Vernon Hills Bank & Trust, Integral Medical, Gewalt Hamilton, D128 District Office, Everleigh, and Brookdale (10 E. Hawthorn Parkway and 145 N. Milwaukee locations).
- 3) The season’s yard waste collection will end November 27<sup>th</sup> for residents with a Monday Pick-up schedule and November 28<sup>th</sup> for residents with a Tuesday Pick-up schedule. Yard waste stickers are available at Village Hall and cost \$2.30 per sticker.

Chairman Pro Tem Koch advised that Hawthorn Middle School South will be hosting a Veterans Breakfast on November 10<sup>th</sup> from 8:00 – 10:00 AM. Sign up between October 23 and November 3, if interested by contacting the school at (847) 990-4100.

IX. Recess/Adjournment

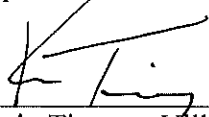
Motion by Trustee Marquardt, second by Trustee Forster, to adjourn the Board Meeting and move in to the Committee of the Whole meeting.

All in Favor vote.

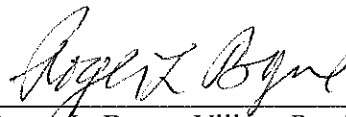
Motion carried.

The Village Board meeting was adjourned at 7:53 pm.

Approved this 7<sup>th</sup> day of November 2023



Kevin Timony, Village Manager/Clerk



Roger L. Byrne, Village President