

Village Board of Trustees Agenda

Sandra "Sandy" Frum Board Room
1225 Cedar Lane Northbrook, IL 60062
Tuesday, March 12, 2024

7:30 PM

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **MINUTES APPROVAL**
 - A. February 27, 2024 Regular Board Meeting Minutes for Approval
4. **PUBLIC COMMENT TIME**

This agenda item is reserved for members of the public who desire to address the Village Board on a topic that is within purview and jurisdiction of the Village Board, but that is not listed in another location on the agenda. If you would like to speak about a matter that is listed on the agenda, we ask that you wait until that agenda item is called, and we will give you an opportunity to speak then. If your matter is on the "Consent Agenda", please let us know if you would like us to remove that matter so that you can speak about it.

Anyone desiring to speak should fill out a written speaker form (located in the back of the Board Room) and submit it to the Village Clerk. "Public Comment Time" is not a forum for open dialogue or engagement with members of the Village Board. Rather, it is intended as an opportunity for you to make comments to the Village Board. While the Village Board will not immediately respond to public comments at this meeting, or engage in a back and forth discussion during the meeting, please be assured that the Board is actively listening to all comments, thoughts, and suggestions.

All speakers will be limited to a total of three minutes. We request that everyone be respectful, civil, and non-repetitive; and we ask that members of the audience refrain from applauding or making any other comments during or after any speaker. Thank you for your understanding and taking the time to contribute to the success of our community.

5. **MANAGER'S REPORT**
6. **WARRANT LIST**
 - A. Review and Approval of Payments to be Made for February 16, 2024 - February 29, 2024
 - B. Review and Approval of Escrow Deposit/Performance Bond Refund List Dated February 28, 2024
7. **PRESIDENT'S REPORT**

Community Moment

 - A. A Proclamation Recognizing April as Fair Housing Month
 - B. A Proclamation Recognizing April as Child Abuse Prevention Month
8. **CONSENT AGENDA**

The matters listed for consideration on the Consent Agenda are matters that appear to have the unanimous support of the Board of Trustees. The Village President will review, designate the resolution or ordinance number for passage and then inquire if any member of the Board or member of the public objects to any item on the Consent Agenda. If any objections are raised, the matter will be removed from the Consent Agenda and relocated to a location on this agenda for consideration during the appropriate Board Committee report. If no objection is voiced, the Village President will request a motion and second for passage of all items listed. The resultant roll call vote on the Consent Agenda will be applicable to each individual agenda item.

- A. [A Motion to Approve an Extension to the Deadline for Business License Renewals from January 1 to March 30, 2024](#)
Staff is seeking a second extension of the annual business license renewal deadline to June 30, 2024. Late fees would not go into effect until July 31, 2024. The additional time will allow for Village Board consider amendments to the Municipal Code to streamline the license categories and subsequent communication with business.
- B. [A Resolution Authorizing the Purchase and Installation of 292 Trees from the Suburban Tree Consortium for the 2024 Spring Parkway Tree Planting Program](#)
The 2024 Spring program includes planting new trees, replacement of some parkway trees, trees for participants in the cost-sharing program and planting of trees on public property funded by developers.
- C. [A Resolution Authorizing the Renewal of an Agreement for Native Landscape Management Services with Foot Stone, Inc. of Glenview, Illinois](#)
The Village contracts for native landscape management services to maintain various detention basins, public rights of way, and portions of Village properties with native plantings. Native plantings are utilized to absorb rainwater and stabilize the slopes and bottom of detention basins while also providing a natural habitat that attracts wildlife where they are utilized.
- D. [A Resolution Authorizing a Renewal of a Contract for Landscape Maintenance Services with Moore Landscapes, Inc. of Northbrook, Illinois.](#)
The Village utilizes contractual landscape services to support the Public Works Department with the care and upkeep of landscaping at all Village facilities, the Central Business District (CBD), commuter parking lots, gateway entry signs, the Pop-up Patch (while the Village is utilizing it), and other various locations throughout the Village.
- E. [A Resolution Approving a Contract for Right-of-Way Landscape Maintenance with Mark 1 Landscape, Inc. of Bartlett, Illinois](#)
The Village contracts for the care and upkeep of over 48 acres of public right-of-way at 107 locations, including some segments of right-of-way that are owned by the State and County which the Village mows to preserve the appearance of the Village by providing for regularly scheduled mowing.
- F. [A Resolution Approving a Renewal of an Agreement with Allied Garage Door, Inc. of Lombard, Illinois for Overhead Door Maintenance](#)
The Village contracts for on-going maintenance responsibilities related to the 35 overhead doors at eight public facilities including the Fleet Maintenance Garage, Public Works Center, Water Plant, Police Department, and Fire Stations 10, 11 and 12 due to the specialized nature of these doors and the need to maintain constant operability.
- G. [A Resolution Authorizing Execution of a Contract for the Huntington Subdivision Watermain and Roadway Improvements Project with Berger Contractors, Inc. of Wauconda, IL](#)
The 6-inch, 8-inch, and 12-inch cast iron mains in the Huntington Subdivision were installed in the 1960's and have been identified for replacement in the budget and CIP. This project will be combined with complete road reconstruction as the the condition of the pavement in the subdivision is such that patching is no longer an option.

- H. [A Resolution Authorizing an Agreement for Construction Observation Services for the Huntington Subdivision Improvements Project with Bowman Consulting Group, Ltd of Chicago, IL](#)
This agreement will provide for construction observation services with Bowman Consulting Group, Ltd to support staff in overseeing the construction of water main and reconstruction of the roadway in the Huntington Subdivision.
- I. [A Resolution Authorizing the Renewal of an Agreement for Custodial Maintenance Services at Certain Village Buildings with Alpha Building Services, Inc. of Bridgeview, Illinois](#)
The Village utilizes contractual custodial maintenance services for the daily cleaning of facilities including the Village Hall, Public Works Center, Fire Station 11, Police Station, Fleet Maintenance Garage, Water Filtration Plant, and Train Station.
- J. [A Resolution Approving a Renewal of an Agreement with Nelbud Services, LLC. of Indianapolis, Indiana for Fire Protection Systems Maintenance](#)
The Village contracts for annual maintenance of fire protection systems at eight municipal facilities plus RED Center which is located adjacent to Fire Station 12 and the fire protection systems are interconnected.
- K. [A Resolution Authorizing a Contract Renewal For Planned and Emergency Water System Leak Detection Services with Consulting Engineering Inc., of Strongsville Ohio](#)
The Village regularly contracts for water leak detection services in order to located water leaks in the municipal water system infrastructure and make necessary repairs.
- L. [A Resolution Authorizing the Purchase of Sodium Hypochlorite for the Water Treatment Plant from Alexander Chemical Corporation of LaPorte, Indiana](#)
The Village is responsible for meeting stringent water quality standards for drinking water and conducts a water treatment process which includes sodium hypochlorite procured on a per pound basis.
- M. [A Resolution Authorizing the Purchase of Chlorine Gas for the Water Treatment Plant from Alexander Chemical Corporation of LaPorte, Indiana](#)
The Village is responsible for meeting stringent water quality standards for drinking water and conducts a water treatment process which includes chlorine gas.
- N. [A Resolution Authorizing the Purchase of Hydrofluorocilicic Acid for Water Treatment Plant from Univar Solutions USA, LLC. of Trenton, Ohio](#)
The Village is responsible for meeting stringent water quality standards for drinking water and conducts a water treatment process which includes fluoride (Hydrofluosilicic acid) procured on a liquid ton basis.
- O. [A Resolution Authorizing the Execution of an Agreement with Garland/DBS, Inc. of Cleveland, Ohio for Re-Roofing of the Public Works Center.](#)
A Resolution authorizing the execution of a contract with Garland/DBS, Inc. for the re-roofing of the Public Works Center. This initial step must be completed prior to further evaluation, design, and installation of solar panels on the roof of the Public Works Center.
- P. [A Resolution to Approve a Refund of Sales Tax Collected for a Glenview Based](#)

Business in the Amount of \$137,705.86.

The Illinois Department of Revenue remitted to the Village of Northbrook municipal sales tax revenue for a Glenview-based business and the action will fully correct the remittance.

- Q. [A Resolution Approving the Purchase Cold Mix Asphalt from Peter Baker & Son Co. Corp. of Lake Bluff, Illinois](#)
The Village purchases asphalt cold patching materials to complete temporary utility restorations and street patching.
- R. [A Resolution Authorizing the Purchase of Hot Mix Asphalt Materials from Builders Asphalt, LLC. of Hillside, Illinois](#)
The Village procures asphalt materials on an as-needed basis to perform maintenance activities and repairs, utility restorations, and street patching.
- S. [A Resolution Authorizing the Purchase of Concrete Materials from Menoni & Mocogni, Inc. of Highland Park, Illinois in the Not to Exceed Amount of \\$77,500](#)
The Village procures concrete materials used by Public Works crews to perform utility restorations, street patching, and sidewalk replacements.
- T. [An Ordinance Providing for the Disposal of Surplus Property and Evidence](#)
The Police Department is seeking authorization pursuant to the Law Enforcement Disposition of Property Act, 765 ILCS 1030/0.01 et seq. and according to Section 2-193 of the Northbrook municipal code to dispose of surplus property and evidence that has been determined to be unclaimed.

9. ADMINISTRATION AND FINANCE

- A. [A Resolution Approving Contributions to Non-Profit Community Organizations](#)
At the February 13, 2024 Committee of the Whole there was consensus of a majority of the Board to fund seven non-profit community organizations to serve Northbrook organizations.
- B. [A Resolution Approving A Contribution to Hunger Resource Network](#)
At the February 13, 2024 Committee of the Whole there was consensus of a majority of the Board to fund a request from Hunger Resource Network in the amount of \$5,000 in FY25.
- C. [A Resolution Approving a Contribution to the North Suburban Legal Aid Clinic](#)
At the February 13, 2024 Committee of the Whole there was consensus of a majority of the Board to fund a request from the North Suburban Legal Aid Clinic in the amount of \$10,000 in FY25.
- D. [A Resolution Approving the FY 2024-2025 Vehicle Sticker Designs](#)
Each year, the Village issues a Special Vehicle Sticker for residents to purchase with a minimum donation of \$20 to a local organization. At the February 13, 2024 meeting of the Committee of the Whole, there was consensus to designate the Northbrook Civic Foundation as this year's recipient of the special vehicle sticker.

10. PLANNING AND ECONOMIC DEVELOPMENT

11. COMMUNITY AND SUSTAINABILITY

- A. January 23, 2024 Community and Sustainability Meeting Minutes for Approval

12. PUBLIC WORKS AND FACILITIES

13. PUBLIC SAFETY

14. COMMUNICATIONS AND OUTREACH

15. REMARKS FOR THE GOOD OF THE ORDER

16. CLOSED SESSION

17. ADJOURN

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are requested to promptly contact the Village of Northbrook at (847) 272-5050, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Northbrook to make reasonable accommodations for those persons.