

**State of Illinois
County of Cook
Township of Northfield
Northfield Township Board of Trustees Meeting October 13, 2009**

Attendance:

The following board members were present:

Jill Brickman, Supervisor
Brendan Appel, Trustee
Carol Blustein, Trustee
Karen McCormick, Trustee
Mary Reynolds, Trustee

Also present:

Laura Fine, Northfield Township Clerk
Peter Amarantos, Northfield Township Road District Commissioner
Patricia Damisch, Northfield Township Assessor
Eric Patt, Northfield Township Attorney
Wally Kehr, Northfield Township Road District
Michele Wilson, Northfield Township Staff
Wanda Tarnowska, Northfield Township Staff

The following Northfield Township residents were present:

Carol Brdecka
Emily Eng
Joel Levin
Tom Norton
Lance Welter

Supervisor Brickman called the meeting to order at 7:00 PM and led us in the Pledge of Allegiance.

Approval of the minutes of the September 8, 2009 meeting

Trustee Reynolds moved to approve the minutes.

Trustee McCormick seconded the motion.

The minutes were unanimously approved on a voice vote.

Recess Town Meeting

Open Sewer Meeting

Trustee McCormick moved to approve the sewer bills.

Trustee Blustein seconded the motion.

Trustee Blustein asked what the fee for the annual maintenance work includes.

Supervisor Brickman explained this fee is paid at the end of the season to care for the

areas around the lift stations. She said there is no contract for the work, only a verbal agreement. If we are not satisfied, we can end the agreement at any time, without losing the money we would if we paid in advance for contracted work.

Trustee Reynolds asked for an explanation of the monthly fees to Robert Barber for *administration* (\$800) and for *projects* (\$1,300). Mr. Kehr explained that *projects* include working on the plans for the lift stations, like slip lining for example. He said Mr. Barber creates the bid requests and does the bidding for those projects. For *administration* he explained Mr. Barber gives him a list of what needs to be fixed and maintained in the sanitary sewers that the township can take care of, and he keeps track of what we have completed in the sanitary system. He also oversees all of the work at the Greenwood Station to make sure the contractor is on track. In addition, he reviews the tapes of the system to check for problems and to makes sure contactors are getting their work done.

Although we do not have a contract with Mr. Barber, we pay \$800 a month for ongoing work. Other charges may vary depending on the nature of the work. He has charged the township the same monthly fee since 1991.

Trustee Blustein asked Mr. Kehr when the board will meet Mr. Barber. He replied at the November meeting.

Trustee McCormick asked about the charge for legal services. Mr. Patt explained this was for a lien filed with the Recorder of Deeds and to prepare a payoff letter.

Roll call:

Ayes: Appel, Blustein, McCormick, Reynolds, Brickman (5)

Nays: None (0)

Motion carried 5-0.

Sewer Collections

Supervisor Brickman pointed out the collections were not included in the meeting attachments. She added the township is not collecting very much at this time of year due to the billing cycle.

Sanitary Sewer Budget Process Timeline

Trustee Reynolds said since we will develop a Sanitary Sewer Budget this year, we need to schedule a workshop. Supervisor Brickman suggested holding the workshop in November so we can take action on it in December. Supervisor Brickman said she will send out some dates so we can decide when to set up the workshop.

Old Business

New Business

Mr. Kehr was contacted by the Village of Glenview. In 2010, the Village will replace storm sewers and water mains off of Pflingsten. The sanitary sewer along the roadway is part of the township's system. The Village is asking if the township would pay to put

chimney seals in the township's 10 manholes. Each seal would cost \$350. Mr. Kehr explained this is redevelopment for that area, and the township would only pay for the materials. He strongly recommends funding the project.

There is also a property at 3049 Knollwood that has its house service under our sanitary main on the opposite side of the street. The concern is, if it is not fixed right away, the street could cave in. The work could cost \$2,500 - \$3,500. The homeowner was told of the problem a year ago and has not done anything about it. Supervisor Brickman said in this type of situation, we usually split the bill with the homeowner, but in the case, if it is not done, the rest of the community will be affected by it. The board agreed that the work should be done.

Trustee Appel suggested counsel send a letter to the owner saying he owes us the money for the work. Attorney Patt recommended sending an invoice first to try to save on attorney's fees.

Reconvene Town Meeting

Approval of Town Fund Bills

Trustee Blustein moved to approve the Town Fund Bills
Trustee Appel seconded the motion.

Trustee Reynolds asked Attorney Patt about the fee for legal services included in the Town Fund Bills. Attorney Patt said, although he did not have the itemized bill with him, the bill included meeting attendance, review of the proposed census resolution and an FOI request from the BGA for information from the Road District.

Roll Call:

Ayes: Appel, Blustein, McCormick, Reynolds, Brickman (5)

Nays: None (0)

Motion carried 5-0.

Approval of Road and Bridge Bills

Trustee Reynolds moved to approve the Road and Bridge Bills.
Trustee Blustein seconded the motion.

Trustee Blustein inquired about Mr. Kehr's overtime in September, as it was listed in the bills but not listed on the payroll forms. Supervisor Brickman explained the overtime work for the recycling day took place in the last few days of September, so it will be on the next payroll forms. Since the pay periods are bi-weekly, they will not always match up with the monthly bills.

Roll Call:

Ayes: Appel, Blustein, McCormick, Reynolds, Brickman (5)

Nays: None (0)

Motion carried 5-0.

Joel Levin, Introduction and Discussion

Supervisor Brickman explained she nominated Mr. Levin to the position of the Township Ethics Advisor, and the board requested to meet him.

Trustee McCormick asked Mr. Levin what his understanding is of the role. He said he would be an independent advisor on ethics, a consultant on an as-needed basis. Trustee Reynolds asked if, since the scope of the Ethics Ordinance is so narrow, it covers political activity and the gift ban, would Mr. Levin be comfortable in this non-challenging position. He replied it is fine and he would be happy to discuss those issues. Trustee McCormick mentioned that she sent a letter to the Attorney General to find out if we can revise the ordinance and put together an Ethics Commission. She asked Mr. Levin that if this is possible, what he thinks should be addressed. In response to this and a question about ethical issues in the township, he responded that since corruption does not seem to be an issue in the Township, if the Attorney General sends back a letter saying we can expand or strengthen the ordinance, he would be happy to work with the board to see what could be done to draft a more comprehensive ordinance.

Attorney Patt added that the appointment of Mr. Levin is the responsibility of Supervisor Brickman with the advice and consent of the board. He added this has to be on the agenda to take action.

Adoption of FOI Rates

The resolution states that each municipality must give information in the requested form by the requestor in a given time period.

Attorney Patt explained as of January 1, 2010, a FOI officer must be appointed from the township to go to training. There are penalties for non-compliance to FOIA. The new law also contains numerous unfunded mandates for local government.

Supervisor Brickman added that the Township receives about 5 FOI requests a year, so at this point we do not need to address the mandates in our budget.

Trustee Appel asked the board if they would like him to draft a resolution to lobby against the new mandates since some requests could be very costly. It could be very expensive if we have to provide a request on software the township does not have. He said he would like to make the General Assembly aware of how we view the issue.

Supervisor Brickman said there could be potential for problems.

Trustee McCormick mentioned TOCC has been working on this, and she recommended we wait and see what happens as a result of their efforts before we take action.

Trustee Reynolds moved to adopt the resolution.

Trustee Blustein seconded the motion.
The resolution was adopted on a voice vote.

Standing Committees

Supervisor Brickman recommended the board ad a committee for facilities. The Township's lease is up in 3 1/2 years, and we need to be prepared. She added that she has been informally told that the high school district would let us out of our lease early if we found a new facility.

Trustee Reynolds recommended the board look into a senior committee and a disabilities committee. Supervisor Brickman suggested the board focus on a disabilities committee as there are several agencies set up to meet the needs of seniors, but many needs of the disabled are unmet.

Trustee McCormick suggested the board facilitate a meeting to bring similar agencies together to share what they are doing. She said then we could see what we need.

The trustees will contact the supervisor to discuss which committees they are interested in joining.

Trustee Reynolds asked if there is a mission statement for the Human Services Committee. Since there is no written mission statement for this committee, Trustee Reynolds will investigate creating a statement.

Legislative Initiatives

Written information from Trustee Reynolds was given to the board about the motor fuel and sewer bills.

Assessor's Report

The board thanked Assessor Damisch for the quarterly report.

Assessor Damisch explained that 88% of the appeals filed through the township this year resulted in reductions.

Trustee Blustein asked if citizens expect their property taxes to go down due to the Cook County Assessor reducing the assessed value of homes in the township. Assessor Damisch said people will expect this to happen, but it will not result in a reduction in property taxes since levies will not be lowered.

Assessor Damisch also pointed out that because the Glenview and Northbrook public libraries are taxing citizens on an equalized assessed value, they are not taking exemptions into account. She is working with citizens and library officials to change this.

Assessor Damisch also pointed out she is having difficulty with the Village of Glenview, as the Village is not sending permits to the township assessor. This makes it difficult to assess values.

Matters Presented by the Public

Lance Walter and Carol Brdecka represent the Glenview Countryside Civic Association. They are concerned about a piece of property at Glenshire and Central. The owner of the property wants to change the variance on the approximately 1/3 acre piece of property from single family zoning to four units. They presented a petition for denial at the public hearing on the property with 240 signatures. They said the residents are against it, and the Village of Glenview has officially objected to it. Mr. Walter and Ms. Brdecka asked the board to help their cause. Supervisor Brickman said the board will send a letter of support for the residents saying that the township board objects to the zoning variance.

Old Business

Community Events

Trustee Blustein attended the Volunteer Service Fair to find out about the volunteer agencies in Glenview. She also attended the opening of the new Youth Services facility.

Trustee McCormick said she and Trustee Blustein attended a fundraiser for Nurture. Trustee McCormick also participated in volunteer training for the program. Nurture works with the food pantry, and it teaches families how to prepare low-cost nutritious meals.

New Business

Supervisor Brickman said beginning October 29, students from Glenbrook South and Glenbrook North will make the world's largest can food structure. 60,000 cans of food will be used to construct two hands holding a can of food. They will be working with engineers on the design. It will be on display at Wagner Farm. On Halloween, a concert will be held at Glenbrook South featuring the lead singer of Fall Out Boy. The money raised will pay for the cost of the cans, and the rest will go to the pantry. We are looking to rent space to store the food.

October 23 the Domestic Violence seminar will take place.

Trustee Appel moved to adjourn.

Trustee Blustein seconded the motion.

The motion passed unanimously on a voice vote.

The meeting adjourned at 9:05 PM.

Respectfully Submitted,

Laura Fine, Township Clerk