

COMMITTEE OF THE WHOLE – Meeting Minutes
March 15, 2022

The Village Board met as a Committee of the Whole via Zoom at 3:00 p.m. on Tuesday, March 15, 2022. In attendance were:

PRESENT:

Village Board

Dan Shapiro, Mayor
Bob Benton, Trustee
Elaine Jacoby, Trustee
Mary Oppenheim, Trustee
Bill Seiden, Trustee

Staff

Kent Street, Village Manager
Andrew Lichterman, Assistant Village
Manager/Director Community Development
David Fitzgerald-Sullivan, Comm. Coord.
Desiree Van Thorre, Admin Services Coord.
Eric Burk, Finance Director
Bob Phillips, Public Works Director
Tyler Dickinson, Assistant Village Engineer
Jeff Ryckaert, Principal Planner
Matthew Weiss, IT Systems Coordinator
Chris Fry, Deputy Police Chief
Brian Budny, Deputy Police Chief

ABSENT:

Rebekah Metts-Childers, Trustee

Mayor Shapiro reported Trustee Tom Jester has submitted his resignation. His contributions will be missed.

Public Comment

There were no public comments on non-agenda items.

Business

1. Discussion on Lead Service Line Replacement Program

Mr. Dickinson discussed the recently enacted Illinois lead service line replacement program that went into effect this January and the impact it will have on the Village. Service lines are defined as piping from the water main to the building plumbing at the first shut-off valve or 18 inches inside the building, whichever is shorter. The service line supports the individual homeowner while the water main is a community asset that provides water to everyone. The common materials used include galvanized steel, copper (post 1955) and lead (federally banned in 1986). Part of the service line is on private property and part is on Village property. The Village has replaced the section between the water main to the curb stop when a street project is completed. By the end of 2022, the Village will receive a list of which residential properties that have lead, copper, galvanized steel or an unknown material type.

Mr. Dickinson reported the replacement Act requires going into the basement of homes for a mandatory full-service replacement rather than just the Village-owned portion of the service line.

The Village needs to provide an initial inventory by April 15, 2023, and a final inventory by April 15, 2024. The Village needs to provide a replacement plan showing how the Village proposes to meet these obligations in 2027. The plan must replace any lead service line, including galvanized steel lines (with lead fittings) and unknown materials. The Village is required to notify homeowners. If a resident does not allow the Village to enter, they must sign a waiver. The Village could incentivize the replacement by offering a cost share program if the service line is replaced by a certain date. The type of service line on a property will be searchable on the Village's database. Mr. Dickinson noted the Village has 15 years to meet the lead service line replacement program requirements.

The estimated number of full lead service lines in the Village is 650 with the average cost of replacement being \$12,000. The Act does not stipulate who is financially responsible, only that the system owners shall be required to facilitate the replacements.

Mr. Dickinson proposed the Village could offer an incentive of up to 50 percent up to \$1,000 per location between the right-of-way and the home and up to \$5,000 for a complete replacement. There could be a number of funding opportunities as well but they are still coming out with guidelines. The Village needs to see what Federal programs are available. Mayor Shapiro suggested the Trustees determine whether they would like a cost share program. Mr. Dickinson will prepare an updated report for July or August.

2. Update on Police Dispatch Consolidation and Communications Center

Deputy Chief Fry summarized the police dispatch consolidation. The long-term goal for Lake County is to consolidate everything, including records management and computer-aided dispatch in a standalone building. The department is just monitoring it, and are not making any commitments at this time. The department is looking at redoing the center with new consoles and new equipment to show the Village's commitment. The County project is vague but they will bring forward some intergovernmental agreements in the future. Deputy Chief Fry noted there are currently no commitments for Cook County at this time.

The Village worked very hard for several years on the current dispatch consolidation. The Village felt the proximity makes the system more efficient and timely response would be given up with consolidation. It would be a step backwards for the Village. The Village has a huge advantage over the County's other dispatch operations and the residents would not want a decline in service. Deputy Chief Fry will keep the Village abreast of any advancements.

3. Review of Economic Development Assistance Tools

Mayor Shapiro noted some of the tools available for potential redevelopment in the Village include the façade improvement program, the creation of a TIF district and other development tools. The Village budgeted \$200,000 this year for the façade program, and he suggested considering a TIF in the area north of Deerfield Road on the east and west side of Waukegan. The TIF could incentivize developers to make public improvements for renovations and upgrades.

There has been a lot of interest in the current façade improvement program, and one application so far. The Village should see additional applications this summer. The Trustees questioned whether a TIF would be the most beneficial tool for developers or if there is another tool that could be more beneficial. A TIF works well when there is large-scale redevelopment. Mr. Street suggested parts of the downtown are tired and asked whether the Trustees would be open to exploring a TIF over the next several years as an investment in time and money. Mayor Shapiro noted this is a discussion to broach the topic of whether the Village is willing to invest the time and money to look into a TIF. There are no plans except the possibility of looking at how to improve the downtown area. The Trustees are in favor of hiring the necessary consultants to look at a TIF. It is a different time and business is changing. The Village should look at other ways to partner with businesses.

4. Discussion of Petitioners' Expert Consultants

Mayor Shapiro noted all of the consultants that come to the Village are professional, but get paid by the petitioner. Although they will not say anything that is wrong, consultants could be influenced by what the petitioner wants. The Village could have a pool of consultants that are paid by the Village and reimbursed by the petitioner so we know if what they are suggesting is in the Village's best interest. There were questions whether there would be more neutrality, but it could be difficult for staff to coordinate the consultant pool given the number of petitions received by the Village. The Village still has the right to say no to proposals and request the consultant come back with other options. The Village can also send out a report to a third party for review. Mayor Shapiro suggested there is a presumption that the expert would be biased based on who is paying them so they can be hired for their next project. A consultant's report should be unbiased, no matter who is paying the consultant.

Mr. Phillips explained there are a number of disciplines within the engineering realm. Village staff does not have the expertise, software or time to do a detailed check on all disciplines, so the Village relies on consultants and experts to provide that information. Village staff could interview and set up consultants to have a short list from which to select should a project arise.

The Village has a checks and balances system built in for petitioners. There are a multitude of people that see a petition; it starts with staff and goes through the Plan Commission before the Board see a petition. The Village could have a list of "trusted" consultants in their area of expertise. The consultants have certain reputations throughout the community and strive to provide an unbiased opinion, but the Trustees have the final approval.

Mayor Shapiro asked staff to investigate other communities that have a preferred list. Mr. Phillips noted a lot of municipalities have a preferred list for civil disciplines primarily because it is customary for his department to have a group of consultants to select that have specific qualifications.

Mr. Ryckaert noted the Village has an Ordinance to recover third party costs from land use petitions. The Village can hire outside technical consultants and charge the petitioner for it. He noted many times the consultants say things the petitioner does not want to see in the report.

Mr. Street suggested letting staff do more research on how other municipalities handle consultants, preferred lists and recouping costs.

5. Discussion of Return to In-Person Meetings

Mayor Shapiro reported the Covid numbers for the Village are less than 2 percent. He believes it is important to get back to business in Village Hall and meet and collaborate in person. He asked for an overall sense from the Trustees whether to meet in person for the first meeting in April. The subsidiary commissions can meet in person or via Zoom, depending on the commission chairperson's decision, as long as the Governor's declaration remains. Village Hall has a conference call feature for remote participation, but it is not a video system. If a Trustee has a risk tolerance or emergency situation, they should give staff notice so they can make appropriate accommodation. It was agreed the Trustees will meet in person starting in April, as long as the numbers stay down. The Village can go back to Zoom meetings if needed.

6. Discussion of Stormwater Management and User Fee Proposal

Mr. Phillips reported many communities in the area have implemented a stormwater user fee. The communities have developed methods of determining the cost associated with use of the storm sewer system in ways that are fair and equitable across the community. Most of the communities are using one of four methods for calculating the user fee including the overall square footage of the property, square footage of impervious coverage on the property, potable water usage and a flat monthly rate.

The Village has a lot of old storm sewers and needs to review their condition to see where flooding areas are to determine where to spend capital funding. Since 2015, the Village has spent \$7 million on stormwater management improvements as well as additional costs for staff time, storm drain studies and operational expenditures. The projects outlined in the stormwater master plan are in addition to the \$1.9 million spent each year. Mr. Phillips believes a fee based on the overall lot size may be the most equitable. It is also the most streamlined way for the engineering and finance departments to administer. The quarterly bill would increase approximately \$17 for a residential property measuring 10,000 square feet and the largest business would see an increase of about \$160 per month. Mayor Shapiro questioned whether the impervious surface method would be more equitable. Mr. Phillips responded it is the most accurate way to bill; however, it would be more difficult for the finance department. Mr. Burk looked at the options and believes it will take time to set up any of the options. Certain options would be easier to implement than others and may need to be updated more frequently unless the Village uses ranges. Option three could be challenged more frequently. The Village may adjust the formula for commercial properties based on their stormwater management systems. Mayor Shapiro asked Mr. Phillips to prepare a report on impervious surface.

Public Comment

There were no public comments on non-agenda items.

Adjournment:

There being no further business or discussion, Trustee Benton moved to adjourn the meeting. Trustee Jacoby seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Oppenheim, Seiden (4)

NAYS: None (0)

The meeting was adjourned at 5:22 p.m.

Respectfully submitted,

Jeri Cotton