

November 1, 2021

The meeting of the Board of Trustees of the Village of Deerfield was called to order by Mayor Dan Shapiro on Monday, November 1, 2021, at 7:30 p.m. via Zoom. The clerk called the roll and announced that the following were:

Present: Dan Shapiro, Mayor  
Robert Benton  
Elaine Jacoby  
Tom Jester  
Rebekah Metts-Childers  
Mary Oppenheim  
William Seiden

and that a quorum was present and in attendance. Also present were Kent Street, Village Manager, at Village Hall and Steven Elrod, Village Attorney.

PLEDGE OF ALLEGIANCE

Commander Mary Blankenship and Vietnam veterans John Reed and Paul Licksit from the Deerfield American Legion led those in attendance in reciting the Pledge of Allegiance.

Commander Blankenship reported they will be at the Deerfield Veteran's Memorial on November 11, 2021, at 11:00 a.m. to commemorate the veterans.

DOCUMENT APPROVAL

Trustee Oppenheim moved to approve the minutes from the October 18, 2021, Board of Trustees meeting. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

TREASURER'S REPORT

Finance Director Eric Burk presented highlights from the September 2021 Treasurer's Report representing 75 percent of the fiscal year. Sales tax increased from the prior month due to a general increase in activity offset partially by a lower use tax. Water and sewer billing continue to reflect higher usage months which is typical for this time of year. Hotel tax reflects current payments from three hotels. The other hotels paid shortly after month end bringing the total to approximately \$142,000, which is a significant jump but not up to pre-Covid levels. Food and beverage tax is up, near pre-Covid levels. Building permits are up. The second installment of property tax was received. The Village received \$1.267 million from ARPA as well as the final distribution from the IMET liquidating trust. The Village recovered 59 percent of the IMET funds. Notable expenditures in September include engineering/construction costs, the purchase of three police interceptors and in-car camera systems. Large expenditures to come include general fund transfers, debt service payments and the police pension contribution.

BILLS AND PAYROLL

Trustee Seiden moved to approve the bills and

payroll dated October 18, 2021. Trustee Jacoby seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

PUBLIC COMMENT

There were no Public Comments on non-agenda items via Zoom, email or in person.

REPORTS

CONSIDERATION AND ACTION ON A REPORT AND RECOMMENDATION OF THE PLAN COMMISSION AND RESOLUTION R-21-38 APPROVING A FINAL PLAT OF RESUBDIVISION OF THE PROPERTY AT 1210 GORDON TERRACE

The Plan Commission held a Public Hearing on September 23, 2021, to consider the request for approval of a final plat of resubdivision for the property at 1210 Gordon Terrace. The Plan Commission voted 5-0 that the final plat of resubdivision was in substantial conformance to the preliminary plat of resubdivision and recommends approval of the final plat.

Trustee Jester moved to accept the report and recommendation of the Plan Commission and adopt a Resolution approving a final plat of resubdivision for the property at 1210 Gordon Terrace. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

CONSENT AGENDA

ORDINANCE O-21-40 DECLARING CERTAIN VEHICLES AS SURPLUS

An Ordinance declaring certain vehicles as surplus.

ORDINANCE O-21-41 GRANTING A VARIATION FROM SECTION 4.02-F.3.E OF "THE DEERFIELD ZONING ORDINANCE 1978," AS AMENDED (1700 MOUNTAIN CT)

An Ordinance granting a variation from section 4.02-F.3.E of the Deerfield Zoning Ordinance 1978 as amended for the property located at 1700 Mountain Court.

ORDINANCE O-21-42 GRANTING A VARIATION FROM SECTION 4.02-F.3.E OF "THE DEERFIELD ZONING ORDINANCE 1978," AS AMENDED (205 RIVER ROAD)

An Ordinance granting a variation from section 4.02-F.3.E of the Deerfield Zoning Ordinance 1978 as amended for the property located at 205 River Road.

RESOLUTION R-21-39 PROVIDING VILLAGE PERSONNEL DIRECTION TO PROVIDE ADDITIONAL FLEXIBILITY TO FOOD AND BEVERAGE ESTABLISHMENTS TO FACILITATE OUTDOOR SERVICE DURING THE COVID-19 EMERGENCY (EXTENSION #4)

A Resolution extending the previous directive providing Village personnel direction to provide additional flexibility to food and beverage establishments to facilitate outdoor service during the Covid-19 emergency. This would be the fourth extension.

Trustee Oppenheim asked when the Resolution would end. Mr. Street explained the Resolution

would expire on June 30, 2022

Trustee Seiden moved to approve the Consent Agenda and adopt the Ordinances and accept the Resolution. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

#### OLD BUSINESS

There was no Old Business.

#### NEW BUSINESS

#### PUBLIC HEARING ON THE FISCAL YEAR 2022 ANNUAL BUDGET

Trustee Oppenheim moved to open the Public Hearing. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

Mayor Shapiro reported the 2022 proposed budget was discussed over several months including the Committee of the Whole meetings on October 13, 2021 and October 25, 2021. Mr. Burk reported the total budget for 2022 is \$53,544,694, which is a 4% increase over 2021 due to last year's decrease and this year's increase in capital improvements. Major capital projects for 2022 include the annual street rehabilitation project, Waukegan Road water main project, WRF improvements and other water main projects. The budget is partially funded by the 2021 property tax levy. The proposed Village levy proposed to increase 2.33%, which is a \$20 increase over the previous year for a \$500,000 home.

As there was no public comment, Trustee Oppenheim moved to close the Public Hearing. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

**ORDINANCE O-21-43 AMENDING SECTIONS 9-24 AND 9-24A OF "THE DEERFIELD CODE OF ORDINANCES," AS AMENDED, REGARDING PURCHASING PROCEDURES, DISPOSAL OF SURPLUS PROPERTY, AND AUTHORITY OF THE VILLAGE MANAGER**

An Ordinance amending sections 9-24 and 9-24A of the Deerfield Code of Ordinances, as amended, regarding purchasing procedures, disposal of surplus property and authority of the Village Manager.

Management Analyst Mary Glowacz reported the Village Manager's purchasing authority was last amended in 2012. The proposed Ordinance increases the Village Manager's purchasing authority from \$20,000 to \$25,000 and amends the Municipal Code to be consistent with the proposed Purchasing Manual in keeping with State statutes.

**RESOLUTION R-21-40 APPROVING AMENDMENTS TO THE VILLAGE OF DEERFIELD PURCHASING MANUAL**

A Resolution approving amendments to the Village of Deerfield purchasing manual.

Over time, the volume and dollar values of transactions have changed along with the needs of Village Departments. It is appropriate to periodically evaluate policies and procedures to assure the underlying purpose of the policy remains intact. Proposed updates include increasing purchasing approval levels, notably the Village Manager's authority would increase to \$25,000 to be consistent with State statute limitations and neighboring municipalities. The disposal of surplus property has also been amended to provide the Village Manager greater flexibility for items valued at less than \$5,000. Additionally, provisions have been added to consider a sustainable approach when making purchases.

Trustee Oppenheim moved to adopt the Resolution approving amendments to the Village of Deerfield purchasing manual. Trustee Metts-Childers seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

### DISCUSSION

#### HALLOWEEN

Mayor Shapiro reported Halloween was safe, fun and cute.

#### RE-APPOINTMENTS TO BOARDS AND COMMISSIONS

On behalf of the Volunteer Engagement Commission, Mayor Shapiro recommended the following reappointments:

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Beth Chaitman, Sherry Flores and Daniel Moons, Appearance Review Commission  
Paul Blakey, Board of Police Commission Chair  
Alan Barasky, John Chaput, Neil Charak, Gregory Lapin, Kenneth Urbaszewski and Adam Simon, Cable & Telecommunications Commission. Steven Robinson, Cable & Telecommunications Commission Chair  
Gil Antokal and Bill Lundquist, Community Relations Commission  
Judy Geuder and Angie Butera, Family Days Commission Co-Chairs  
Larry Berg, Plan Commission Chair, Blake Schulman and Alan Bromberg, Plan Commission  
Kenneth Urbaszewski, Police Pension Board  
Donald Anderson, Sustainability Commission Chair, Brian Wolkenberg, Sustainability Commission  
Susie Kessler, Volunteer Engagement Commission Chair

Trustee Benton moved to approve the reappointments to Board and Commissions. Trustee Oppenheim seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

PUBLIC COMMENT

There were no additional Public Comments.

ADJOURNMENT

There being no further business or discussion, Trustee Oppenheim moved to adjourn the meeting into closed Session pursuant to 5 ILCS 120/2 (c)1; (c)2 and (c)21 of the Illinois Open Meetings Act. Trustee Benton seconded the motion. The motion passed by the following vote:

AYES: Benton, Jacoby, Jester, Metts-Childers, Oppenheim, Seiden (6)

NAYS: None (0)

The meeting adjourned to closed session at 8:02 p.m.

The meeting returned to regular session and was adjourned at 9:15 p.m.

The next regular Board of Trustees meeting is scheduled to take place on Monday, November 15, 2021, at 7:30 p.m.

APPROVED:

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Mayor

ATTEST:

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Village Clerk