

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY MAY 3, 2016, AT 3633 WEST LAKE AVENUE
GLENVIEW, ILLINOIS

1. ROLL CALL

The meeting was called to order at 5:004 p.m. by President Beutelspacher of the Northfield Woods Sanitary District. Upon Roll Call, the following Trustees were present.

ALEX BOTVINNIK

ALAN BEUTELSPACHER

Also present were Attorney David Arena, Accountant Michael Lockett, Superintendent Frank Ness, and Administrator Wanda Reid.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the, March 1, 2016 regular meeting. Motion passed with all "AYES".

3. MATTERS TO BE PRESENTED BY THE PUBLIC

None

4. UNFINISHED BUSINESS

A. ORDINANCE 50 PROJECTS

1. Job 07-D, Lynwood/Greenleaf Manor (Ord#50 Deposit)

Attorney Arena advised the Board that the developer, Housing Opportunity Development Corporation could not find a carrier that would provide them with a bond for the amount and term requested by the District. After some discussion ensued, Attorney Arena stated that he will attempt to get the bond required by the District, and anticipates completion before the next regularly scheduled meeting.

2. Job 07-G, Glenstar Properties LLC (Update)

Parcel 1. Mixed Use Development

Attorney Arena stated that the owners inquired as how the District compiled its figures for the preparation of the Declaration of Restrictions. Engineer Gewalt then provided Attorney Arena with the information requested. Attorney Arena stated that he would forward the information to Glenstar Properties as requested and anticipates completion before the next regularly scheduled meeting.

Parcel 4. Daycare

Attorney Arena advised the Board that a draft of the Declaration of Restrictions had been sent. Attorney Arena then stated that Mr. Jay Joyner, land owner of parcel 4 inquired as to what happens if the Day Care exceeds the 3500 gallons per day. Superintendent Ness stated that if they exceed the limit, it would appear on their water bill charged accordingly. Attorney Arena then inquired why the District specifies a PE limit per day. Engineer Gewalt then stated that in order to determine if there is going to be a change in use, indicating that the District should concentrate on the water records now how close we are to the calculated amount. And give them assurance based on that. Engineer Gewalt stated that when the District takes the whole area and aggregate, and finds that there is more water going into its sanitary sewer than it could handle, the District would have recourse to go back to all of the properties in the area. Attorney Arena then inquired if this was required by the MWRD (Metropolitan Water Reclamation District). Engineer Gewalt stated that it is only required by the District. Attorney Arena then inquired what PE stood for. Engineer Gewalt stated that PE stands for population equivalent.

Parcel 6. CVS Pharmacy

Attorney Arena advised the Board that a draft of the Declaration of Restrictions had been sent for review, however as of this date, there has been no response. Attorney Arena stated that he will follow up on the matter, and anticipates completion before the next regularly scheduled meeting.

Parcel 7. Lot 4 (Retail/ Bank Development)

Engineer Gewalt stated that it will be modified, stating it was proposed to be a bank but is now going to be a retail store, indicating that the flow rate would be the same. Engineer Gewalt stated that the description needs to be changed from a bank to a retail store.

3. Job-08-E, 1615 N. Milwaukee (Declaration of Restrictions & Ord#50 Deposit in the amount of \$2,500.00).

Attorney Arena advised the Board that the Declaration of Restrictions had been reviewed and approved by Engineer Gewalt. Attorney Arena then advised the Board that the Declaration of Restrictions and request for the additional Ordinance #50 deposit in the amount of \$2,500.00 had not been sent as of this date. After some discussion ensued, the Board directed that Administrator Reid forward a letter to John Park advising him of the Board's decision to submit the additional Ordinance #50 deposit.

4. Job-12-D Tapestry of Glenview (Declaration of Restrictions Update)

Attorney Arena advised the Board that the Declaration of Restrictions have been drafted and forwarded to Brian McBride, the owner's contact for the Tapestry of Glenview for their review.

Attorney Arena then stated that Mr. McBride inquired why they had to sign it. Attorney Arena then advised him why it was necessary for the Tapestry of Glenview to execute the Declaration of Restrictions. Attorney Arena anticipates completion before the next regularly scheduled meeting.

5. Job-121-E, Park Place Hotel (Declaration of Restrictions)

President Beutelspacher advised the Board that the Park Place Hotel, now called the Baymont Inn & Suites has opened for business, and provided Administrator Reid with the contact information. Attorney Arena then advised the board that the drafting of the Declaration of Restrictions had not been completed but will obtain the necessary information from Engineer Gewalt for the drafting of the Declaration of Restrictions for his review. Engineer Gewalt stated then stated that he will review the Declaration of Restrictions once they are completed by Attorney Arena.

6. Job 12F- Axley Place/3250 N. Milwaukee Ave. (Bond Update)

Superintendent Ness stated that he was advised by the VOG (Village of Glenview) that Axley Place has no funds to complete their project. After some discussion ensued, the Board determined to place the project on hold, until further notice.

B. CURRENT AND ONGOING

C. NEW BUSINESS

5. ADMINISTRATORS REPORT

1. Accounts Receivable

Administrator Reid provided the Board a current listing of the District's Accounts Receivable report through March 31, 2016.

6. ENGINEERS REPORT

Engineer Gewalt submitted the MWRD permit for the Glenstar retail building for the Boards execution. Engineer Gewalt also stated that he received a request from the Village of Glenview requesting if they could move forward in reviewing the plans for Mirim Rice Cakes & Restaurant at 3534 N. Milwaukee, Glenview, Illinois. Engineer Gewalt stated that he will forward a letter to the Village of Glenview as requested.

7. PRESIDENTS REPORT

President Beutelspacher requested an update on the Districts audit of the accounts that were in question. Accountant Lockett stated that all the proper adjustments have been made as requested. Accountant Lockett also stated that he wants Administrator Reid to add on the Timeline that after

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Accounts Payable Closing at the end of April, The District needs to make an Adjustment to allocate its fees to Sewer Functions.

President Beutelspacher also advised the Board that That the Mung Da Restaurant, formerly TGIFridays, is now open. Administrator Reid stated that she will forward a letter to the owner advising him that they are within the Northfield Woods Sanitary District, and a Sewer User Fee billing will be sent every quarter, and advising them of the District's grease trap cleaning requirements. President Beutelspacher also inquired about the District map. Engineer Gewalt stated that it has been updated, and will provide the District with a couple of copies.

President Beutelspacher then inquired about the smoke testing to be conducted by the District. Engineer Gewalt stated that as of this date he has not received any information for the District, but will do so within the next couple of weeks.

8. SUPERINTENDENTS REPORT

1. Buildings and Grounds

Superintendent Ness advised the Board that on March 15, 2016 he moved \$18,000 to the District Pension Fund and \$120,000.00 from the District Corporate Account into the Variable CD Account. Superintendent Ness also spoke with Mr. Footlick of the Village of Glenview who advised him that the Baymont Inn will have its inspection this Thursday. Superintendent Ness also stated he forwarded the information regarding fiberoptics to Engineer Gewalt. Superintendent Ness also stated he was keeping track of Administrator Reids vacation days.

9. Office Personnel and Procedures

Vice President Botvinnik advised the Board that the Office Manual and Procedures have been completed, and will be distributed for review next week.

10. FINANCIAL REPORT

Accountant Lockett advised the Board that a current financial report listing the current fund balances, and all invoices approved by the Board of Trustees and paid through March 31, 2016, will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for the month of March 31, 2016.

11. ADJOURNMENT

There being no further business to discuss, upon motion by President Beutelspacher and a second by Vice President Botvinnik, all present voting "AYE", the regular meeting was adjourned at 6:09 p.m.

CLERK