

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 5:04 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, Engineer Dave Gewalt, and Administrator Wanda Reid.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the, April 5, 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 there has been no response as of this date from Mr. Pollack who represents Greenleaf Manor. Attorney Arena stated that the Declaration of Restrictions had been finalized and as of this date had not received the executed copy. Attorney Arena then inquired whether the District had received the Additional Ordinance #50 deposit in the amount of \$1,500.00 requested. Administrator Reid stated that it had not been received as of this date. Attorney Arena stated that he would follow up on the matter 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 Engineer Gewalt provided him with the clarifications as requested by Glenstar Properties and finds them acceptable. Attorney Arena stated that he received their requested revisions to the Declaration of Restrictions, and finds them acceptable. Attorney Arena anticipates completion very soon. Some discussion also ensued regarding Ordinance 50 Deposit for the different parcels for Glenstar Properties. Attorney Arena stated that each parcel has a different owner. After some discussion ensued the Board determined that it would set up sub accounts for each parcel. The Board then determined that Attorney Arena request \$1,500.00 for

parcel 1 and 4, \$2,000.00 for parcel 6 and \$2,500.00 for parcel 7.

Parcel 4. Daycare

Attorney Arena advised the Board that a draft of the Declaration of Restrictions had been sent for review.

Parcel 6. CVS Pharmacy

Attorney Arena advised the Board that a draft of the Declaration of Restrictions had been sent for review.

Parcel 7. Lot 4/Vacant Lot

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 he is forwarding the Declaration of Restrictions to John Park for his review and comments tomorrow. Attorney Arena also stated that John Park inquired why a Declaration of Restrictions was needed. Attorney Arena advised him that when there is a change of use in the property, the District requires a Declaration of Restrictions. Mr. Park also inquired about the Ordinance #50 Deposit which he made for his project. Accountant Lockett stated that there was only \$ 41.13 left in that account. Attorney Arena stated that he will advise Mr. Park. Superintendent Ness stated that Mr. Park maybe confused with the Park Place Ordinance #50 project. Attorney Arena stated that he will advise him that they are two separate projects.

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 as of this date there has been no response, indicating that he will follow up on the matter.

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

Engineer Gewalt advised the Board that he will provide Attorney Arena with the necessary information for the drafting of the Declaration of Restrictions. Engineer Gewalt then stated that he will review the Declaration of Restrictions once Attorney Arena completes it.

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

Superintendent Ness advised the Board that the property is still boarded up and stated that he will continue to review the status of the property.

Attorney Arena also stated that he still needs to find a Bonding Provider for Axley Place.

B. CURRENT AND ONGOING

C. NEW BUSINESS

1. Lack of Funds in the Ordinance #50 Accounts

Accountant Lockett stated that he would like to go over the Ordinance #50 Accounts with Vice President Botvinnik. Vice President Botvinnik stated that he will coordinate a date and time with Accountant Lockett within the next couple of weeks.

2. Revised Collection Letter by Attorney Arena

Attorney Arena provided the Board with a revised collection letter for its review and approval, upon review, the Board found the collection letter satisfactory.

5. ADMINISTRATORS REPORT

1. Accounts Receivable

Administrator Reid provided the Board a current listing of the District's Accounts Receivable report through April 29, 2016.

6. ENGINEERS REPORT

Engineer Gewalt provided the Board with a copy of the letter received from the Metropolitan Water Reclamation District regarding Infiltration/Inflow Control Program. Engineer Gewalt stated that they received the District's initial report, however wants the District to make changes to its maps and now have a formal process where President Beutelspacher has to sign the actual annual submission of the report.

7. PRESIDENTS REPORT

President Beutelspacher stated that he would like for Administrator Reid to update the District's website. Vice President Botvinnik stated that he already does the updating, and will show Administrator Reid how to update the files.

8. SUPERINTENDENTS REPORT

1. Buildings and Grounds

Superintendent Ness advised the Board that he provided the electric company with maps of the area of Forest Drive in Northfield Woods. Superintendent Ness also stated that the fence at Manor Care needs to be replaced, indicating that he will advise Manor Care to replace it.

Superintendent Ness also stated that he Transferred 55,000 from the Sewer Fund into the Variable CD.

Superintendent Ness stated that the Grease traps are ok. Superintendent Ness also stated that the manhole at Woodgrain Pizza is bolted down and will advise Layla to take out the bolts.

Superintendent Ness also stated that the old Korean Billiards place is now EZ Pain relief and will provide Administrator Reid with the information.

Superintendent Ness also stated that a new Thai Rest is located at 3542 Milwaukee with the phone number of 847-376-8481. Administrator Reid stated she will forward the District's introductory letter.

9. Office Personnel and Procedures

Vice President Botvinnik provided the Board with a copy of the employee handbook, which will be reviewed during the District's 2015/2016 Audit.

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 April 29, 2016, will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for the month of April 29, 2016.

Accountant Lockett submitted to the Board the District's Appropriation Ordinance #235 for the FYE 04/30/2017 for the Boards approval. President Beutelspacher advised those in attendance that he was opening a Public Hearing with respect to the District's 2016/2017 Appropriation Ordinance #235 for the FYE 04/30/2017. President Beutelspacher then noted that no one was present to be heard; thereafter upon motion by Vice President Botvinnik, and a second ny President Beutelspacher, all present voting "AYE", Ordinance No.#235,"An Ordinance of the President and the Board of Trustees of the Northfield Woods Sanitary District Appropriating Money for the Purpose of Defraying Necessary Expenses and Liabilities for the Fiscal Year May 1, 2016 to April 30, 2017, and setting forth the projected budget of the District for said period was approved. Thereupon, President Beutelspacher declared Ordinance No. #235 be attached to the Minutes of this meeting. Thereafter, upon motion by Vice President Botvinnik, and a second ny President Beutelspacher, all present voting "AYE", President Beutelspacher was authorized to execute the Certificate of Estimated Revenues.

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 6:37.

CLERK