

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS
SANITARY DISTRICT, COOK COUNTY, ILLINOIS
HELD ON TUESDAY, TUESDAY OCTOBER 4, 2016, AT 3633 WEST LAKE AVENUE
GLENVIEW, ILLINOIS

1. ROLL CALL

The meeting was called to order at 5:00 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 Superintendent Ness, Attorney David Arena, Accountant Michael Lockett, and Administrator Wanda Reid. Engineer Gewalt was absent.

2. MINUTES

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the September 13, 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 Escrow Deposit)

Attorney Arena advised the Board that the revised Declaration of Restrictions for Greenleaf Manor will be forwarded to Mr. Zac Pollack, Attorney representing Greenleaf Manor, for his review, and anticipates completion before the next regularly scheduled meeting.

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

Parcel 1. Mixed Use Development

Attorney Arena advised the Board that the work is complete for parcel #1.

Parcel 4. Daycare

Attorney Arena advised the Board that Administrator Reid provided Jay Joiner with the invoice for the \$1,500.00 escrow deposit requested via e-mail. Attorney advised the Board that the \$1,500.00 escrow deposit will be sent on November 4, 2016, along with the original executed Declaration of Restrictions.

Parcel 6. CVS Pharmacy

Attorney Arena advised the Board that the project is complete.

Parcel 7. Lot 4/Retail Building

Attorney Arena advised the Board that the Declaration of Restrictions have been reviewed and approved by Engineer Gewalt and will be forwarded to Glenstar Properties for their review approval.

**Northfield Woods Sanitary District
October 4, 2016**

Attorney Arena also stated that Administrator Reid will forward a request to Glenstar Properties for the additional Ordinance #50 Escrow Deposit amount of \$2,500.00 for the preparation of the Declaration of Restrictions.

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

Attorney Arena stated that John Park, owner of the property located at 1615 N. Milwaukee advised him that the Declaration of Restrictions were with his accountant for review. Mr. John Park advised Attorney Arena that he will have his accountant contact him. Attorney Arena anticipates completion before the next regularly scheduled meeting.

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

Attorney Arena advised the Board that project is complete.

4. Job-12-E, Baymont Hotel (Declaration of Restrictions)

Attorney Arena advised the Board that he is in the process of drafting the Declaration of Restrictions for Engineer Gewalt's review.

5. Job 12F- Axley Place/3235 N. Milwaukee Ave. (Bond Update)

Attorney Arena advised the Board that he has the signed indemnity agreement for Axley Place, however it has not been recorded as of this date. Attorney Arena also stated that he is in the process of drafting the revised indemnity agreement as well as the Guaranty obligation agreement for Axley Place for their review and approval.

B. CURRENT AND ONGOING

None

C. NEW BUSINESS

Attorney Arena stated that the Board wanted Attorney Arena to investigate the consequences of a property owner placing objects or constructing improvements in the right-of-way and who bears responsibility for the removal and/or replacement of such improvements. After some discussion ensued, Attorney Arena stated that the District bears no responsibility to maintain, replace and/or repair any objects or plantings in any public right-of-way or public easement.

5. ADMINISTRATORS REPORT

1. Accounts Receivable

Administrator Reid advised the Board that the Accounts Receivable is attached to the minutes. Vice President Botvinnik inquired about the credit balances on the sewer user fee accounts.

Administrator Reid stated that it is the customers paying extra on their bills and stated that she will

review the credit balances with President Beutelspacher.

6. ENGINEERS REPORT

Engineer Gewalt was absent.

7. PRESIDENTS REPORT

President Beutelspacher inquired whether Superintendent Ness contacted the Village of Glenview to inquire whether Indian Trails Park House had a water meter. Superintendent Ness stated that he had called the Village of Glenview and as of this date has not heard from them. Superintendent Ness stated that he will go to the Park District and advise the Board of his findings at the next regularly scheduled meeting. President Beutelspacher also inquired whether the extra sewer manhole rings were at the Willow lift station. Superintendent Ness stated that they were and will contact Layla Construction or Berryman Equipment to have them removed. President Beutelspacher also advised the Board that the initial audit was forwarded to Eder & Casella, indicating that the District will be receiving the final audit before the next regularly scheduled meeting. President Beutelspacher also advised the Board that the District will be reevaluating its employees indicating that he will have this done within the next of month.

8. SUPERINTENDENTS REPORT

1. Buildings and Grounds

Superintendent Ness advised the Board that the regular maintenance of the lift stations had been completed and found satisfactory. Superintendent Ness also advised the Board that the smoke testing has begun. Superintendent Ness also stated that Manor Care has not replaced their fence as previously agreed upon. Superintendent Ness stated that he will coordinate a meeting with the director of Manor Care and inquire as to when the fence will be replaced, indicating that he will advise the Board of the status at the next regularly scheduled meeting.

Superintendent Ness also stated that the smoke testing is moving right along.

9. Office Personnel and Procedures

Vice President Botvinnik stated that the District bills need to be paid in a timely manner.

Administrator Reid stated that she will process them for payment and have them paid, indicating that they will be processed for payment in a timely manner.

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 September 30, 2016, will be provided by Accountant Lockett via e-mail once the Bank Accounts are reconciled for

Northfield Woods Sanitary District

October 4, 2016

the month of September 30, 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 6:25 p.m.

CLERK