

OF THE BOARD OF TRUSTEES OF THE NORTHFIELD WOODS  
SANITARY DISTRICT, COOK COUNTY, ILLINOIS  
HELD ON TUESDAY JANUARY 10, 2017  
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.

ALAN BEUTELSPACHER

Vice President Botvinnik attended via phone. Also present were Attorney David Arena, District Superintendent Frank Ness, Accountant Olga Ovnanyan and Administrator Wanda Reid.

**2. MINUTES**

Vice President Botvinnik moved and President Beutelspacher seconded a motion to approve the minutes of the, December 6, 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 re-mailed the Declaration of Restrictions and Bill of Sale to Henry Krasnow, Supervising Attorney for Greenleaf Manor for his review and comments prior to finalization. Attorney Arena advised the Board that as of this date, there has been no response. Attorney Arena stated that he will follow up on the matter and anticipates resolution before the next regularly scheduled meeting.

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

Attorney Arena advised the Board that parcel 1, 4, and 6 are complete. Attorney Arena stated that he called Larry Debb of Glenstar Properties and left him a message. Administrator Reid stated that she was advised by Mr. Debb that parcel #7 has new owners, and provided Administrator Reid with the information. Administrator Reid stated she will provide Attorney Arena with the contact information after the meeting.

**3. Job-08-E, 1615 N. Milwaukee (Declaration of Restrictions)**

Attorney Arena advised the Board that he left a message with John Park regarding the status of the revised Declaration of Restriction, as of this date there has been no response. Attorney Arena stated he will follow up on the matter, and hopes to have some resolution before the next regularly

scheduled meeting.

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

Attorney Arena advised the Board that he needs to obtain the legal description of the property prior to preparing the Declaration of Restrictions and stated that he tried contacting John Park, owner of the property, regarding the revised Declaration of Restrictions and the escrow deposit in the amount of \$2,500.00 requested by the District. Attorney Arena stated he will follow up on the matter and hopefully have some resolution before the next regularly scheduled meeting.

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

Attorney Arena presented the Board with the executed Indemnity Agreement and Guaranty Agreement for its record and files. Attorney Arena also inquired whether the escrow deposit in the amount of \$2,500.00 was submitted. Administrator stated that it had been submitted as requested by the District.

**B. CURRENT AND ONGOING**

None

**C. NEW BUSINESS**

**5. ADMINISTRATORS REPORT**

**1. Accounts Receivable**

Administrator Reid advised the Board that a current listing of the District's Accounts Receivable report through January 29th, 2017 will be emailed to the Board.

**6. ENGINEERS REPORT**

Engineer Gewalt advised the Board that a new development is being proposed at 4700 W. Lake Ave and will be called CHS Glenview LLC. Administrator Reid also advised the Board that an escrow deposit in the amount of \$5,000.00 had been submitted to the District. Engineer Gewalt stated that he will do the analysis of the development and advise the Board of his findings at the next regularly scheduled meeting.

Engineer Gewalt also stated that he emailed to the Board a draft of the letter to be sent to the homeowners that had problems when the District conducted a leakage inspection of the District's sanitary service, along with a list of several contractors who have worked in the District in the past for review and or comments.

**7. PRESIDENTS REPORT**

President Beutelspacher advised the Board that the employee review reports have been completed, stating that they will be done annually. President Beutelspacher also stated that someone is posting signs at the Greenleaf station

**8. SUPERINTENDENTS REPORT**

**1. Buildings and Grounds**

Superintendent Ness advised the Board that the regular maintenance of the lift stations had been completed. Superintendent Ness also advised the Board that on 12/7/2017 he transferred \$25,000.00 from the District's Variable CD into the District's checking account and on 12/9/2016 he transferred \$75,000.00 from the District's Sewer User Account into the District's Variable CD. Superintendent Ness advised the Board that the Village of Glenview has received complaints on the odor coming from the Greenleaf lift station. After some discussion ensued Superintendent Ness stated he has contacted Jack Busby at Berryman Equipment to re gasket the lids to correct the problem.

**9. Office Personnel and Procedures**

None

**10. FINANCIAL REPORT**

Accountant Ovnanyan provided the Board that a current financial report listing the current fund balances, and all invoices approved by the Board of Trustees and paid through December 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 6:32 p.m.

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**CLERK**