



Meeting of the Village of Buffalo Grove
Village Board
Regular Meeting
April 20, 2020 at 7:30 PM

Fifty Raupp Blvd
Buffalo Grove, IL 60089-2100
Phone: 847-459-2500

1. Call to Order

- A. Meeting Login Information -
<https://Attendee.Gotowebinar.Com/Register/7034613128279930638> (President Sussman) (Staff Contact: Evan Michel)
- B. Pledge of Allegiance

2. Approval of Minutes

- A. Village Board - Regular Meeting - Mar 16, 2020 7:30 PM
- B. Village Board - Special Meeting - Mar 24, 2020 7:30 PM

3. Approval of Warrant

- A. Approval of Warrant #1311 (Trustee Weidenfeld) (Staff Contact: Brett Robinson)

4. Village President's Report

- A. R-2020-16 Resolution Extending Executive Order 2020-01 (President Sussman) (Staff Contact: Dane Bragg)

5. Village Manager's Report

6. Special Business

7. Reports from Trustees

8. Consent Agenda

All items listed on the Consent Agenda, which are available in this room this evening, are considered to be routine by the Village Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event, the item will be removed from the General Order of Business and considered after all other items of business on the Regular Agenda under New Business. (Attached).

- A. R-2020-17 State of Illinois Federal Surplus Program (Trustee Johnson) (Staff Contact: Brett Robinson)

SUMMARY: Approval of a resolution is required in order for the Village of Buffalo Grove to continue to participate in the Federal Surplus Property Program.

- B. R-2020-18 Resolution Ratifying Execution of an Extension to an Agreement for Natural Gas Supply and Service (Trustee Pike) (Staff Contact: Brett Robinson)

SUMMARY: Staff recommends that the Village Board ratify the execution of an extension to a Natural Gas agreement with Constellation New Energy - Gas Division LLC, as further detailed in the attached memo.

- C. Proclamation Recognizing Safe Digging Month (Trustee Pike) (Staff Contact: Michael Reynolds)

SUMMARY: April is "Safe Digging Month" and the Village encourages all residents and excavation contractors to call JULIE before you dig.

- D. Proclamation Recognizing Arbor Day (Trustee Pike) (Staff Contact: Michael Reynolds)

SUMMARY: Designates Friday, April 24, 2019 Arbor Day in Buffalo Grove. The Proclamation is one of four criteria to qualify for the Tree City U.S.A. Award.

- E. Proclamation Recognizing Municipal Clerks Week (Clerk Sirabian) (Staff Contact: Julie Kamka)

SUMMARY: Communities throughout the world are celebrating Municipal Clerks Week. We recognize the accomplishments of our Village of Buffalo Grove Clerk, Janet M. Sirabian and Deputy Village Clerk, Julie Kamka.

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- F. Month of May Proclaimed Building Safety Month (Trustee Pike) (Staff Contact: Chris Stilling)

SUMMARY: Proclaiming the Month of May as Building Safety Month.

- G. Proclamation Recognizing National Police Week 2020 (Trustee Smith) (Staff Contact: Steven Casstevens)

SUMMARY: A proclamation recognizing National Police Week in the Village of Buffalo Grove.

9. Ordinances and Resolutions

- A. R-2020-19 Resolution Appointing Christopher Black as the Village Treasurer (President Sussman) (Staff Contact: Dane Bragg)
- B. O-2020-28 Ordinance Approving a Letter of Agreement Between the Village of Buffalo Grove and the Buffalo Grove Professional Firefighter/Paramedic Association (Trustee Johnson) (Staff Contact: Arthur Malinowski)

10. Unfinished Business

11. New Business

12. Questions From the Audience

Questions from the audience are limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 10 minutes and should be limited to concerns or comments regarding issues that are relevant to Village business. All members of the public addressing the Village Board shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Village Board may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

13. Executive Session

- A. Executive Session - Section 2(C)(1) of the Illinois Open Meetings Act: the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine Its Validity. (President Sussman) (Staff Contact: Dane Bragg)

14. Adjournment

The Village Board will make every effort to accommodate all items on the agenda by 10:30 p.m. The Board, does, however, reserve the right to defer consideration of matters to another meeting should the discussion run past 10:30 p.m.

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at 459-2525 to allow the Village to make reasonable accommodations for those persons.



Information Item : Meeting Login Information -
<https://Attendee.Gotowebinar.Com/Register/7034613128279930638>

Recommendation of Action

N/A

Please register for Village Board Regular Meeting on Apr 20, 2020 7:30 PM CDT at:

<https://attendee.gotowebinar.com/register/7034613128279930638>

After registering, you will receive a confirmation email containing information about joining the webinar.

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Trustee Liaison
 Sussman

Staff Contact
 Evan C Michel, Office of the Village Manager

Monday, April 20, 2020	
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**MINUTES OF THE REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF
BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN COUNCIL CHAMBERS,
VILLAGE HALL, 50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS ON
MONDAY, MARCH 16, 2020**

CALL TO ORDER

President Pro Tem Ottenheimer called the meeting to order at 7:30 P.M. Those present stood and pledged allegiance to the Flag.

ROLL CALL

Roll call indicated the following present: Trustees Stein, Ottenheimer, Smith and Pike. President Sussman, Trustees Weidenfeld and Johnson were absent.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Chris Stilling, Deputy Village Manager; Brett Robinson, Director of Purchasing; and Fire Chief Baker.

APPROVAL OF MINUTES

Moved by Stein, seconded by Pike, to approve the minutes of the February 18, 2020 Regular Meeting. Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike
NAYS: 0 – None
ABSENT: 2 – Weidenfeld, Johnson
Motion declared carried.

Moved by Stein, seconded by Pike, to approve the minutes of the March 2, 2020 Committee of the Whole Meeting. Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike
NAYS: 0 – None
ABSENT: 2 – Weidenfeld, Johnson
Motion declared carried.

WARRANT #1312

Mr. Robinson read Warrant #1312. Moved by Stein, seconded by Pike, to approve Warrant #1312 in the amount of \$4,470,310.45 authorizing payment of bills listed. Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike
NAYS: 0 – None
ABSENT: 2 – Weidenfeld, Johnson
Motion declared carried.

VILLAGE PRESIDENT'S REPORT

President Pro Tem Ottenheimer appointed Matthew Dragon and Martin Sussman to the **Commission for Residents with Disabilities**. Moved by Stein, seconded by Smith, to concur with these appointments. Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike
NAYS: 0 – None
ABSENT: 2 – Weidenfeld, Johnson
Motion declared carried.

Minutes Acceptance: Minutes of Mar 16, 2020 7:30 PM (Approval of Minutes)

VILLAGE MANAGER'S REPORT

Mr. Bragg presented a brief report on Buffalo Grove's efforts to deal with the Coronavirus – COVID 19 outbreak, highlighting the measures that Buffalo Grove is taking to ensure the safety of its residents and staff and assuring residents that staff is working with both counties and other agencies to coordinate response to the pandemic.

CONSENT AGENDA

President Pro Tem Ottenheimer explained the Consent Agenda, stating that any member of the audience or the Board could request that an item be removed for full discussion. The Village Clerk read a brief synopsis of each of the items on the Consent Agenda.

Proclamation – Earth Hour

Motion to approve a Proclamation recognizing Earth Hour 2020, March 28, 2020, 8:30-9:30 PM.

Distracted Driving Awareness Month

Motion to approve a Proclamation recognizing April 2020 as Distracted Driving Awareness Month.

Contract Extensions

Motion to authorize contract extensions with multiple vendors.

MFT

Motion to approve documentation review covering the receipt and disbursement of Motor Fuel Tax (MFT) Funds by the Village for the period beginning January 1, 2009 and ending December 31, 2018.

Resolution No. 2020-13 – 2020 Zoning Map

Motion to pass Resolution No. 2020-13, adopting the Village's 2020 Zoning Map.

Ordinance No. 2020-23 – Green Lake Park

Motion to pass Ordinance No. 2020-23 granting a variation for an accessory structure within Green Lake Park at the northeast corner of Green Knolls Drive and Deerfield Parkway.

Moved by Stein, seconded by Pike, to approve the Consent Agenda. Upon roll call, Trustees voted as follows on the Consent Agenda:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

ORDINANCE NO. 2020-24 – PUBLIC HEARING DATE

Moved by Stein, seconded by Smith, to pass Ordinance No. 2020-24, establishing a Public Hearing Date for the proposed 2020 Buffalo Grove Lake Cook Road TIF District, in accordance with materials contained in Board packets.

Mr. Stilling reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg of March 12, 2020, after which he answered questions from the Board.

Minutes Acceptance: Minutes of Mar 16, 2020 7:30 PM (Approval of Minutes)

Due to COVID, the motion was amended to refer the item back to staff for consideration at a future date. Trustees Stein and Smith agreed to the amendment.

Upon roll call, Trustees voted as follows on the amended motion

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

ORDINANCE NO. 2020-25 – 2020 CRACKSEALING

Moved by Stein, seconded by Smith, to pass Ordinance No. 2020-25, authorizing the 2020 Cracksealing Project Award to Denler, Inc. in the amount of \$46,076.14, pending Village Attorney review, and in accordance with materials contained in Board packets.

Mr. Robinson reviewed the proposed ordinance, details of which are contained in the March 12, 2020 memo from Kyle Johnson to Ms. Maltas, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

ORDINANCE NO. 2020-26 – 2020 SEWER TELEVISIONING

Moved by Stein, seconded by Pike, to pass Ordinance No. 2020-26, authorizing the 2020 Sewer Televisioning Project Award to Sewertech LLC in the amount of \$31,630.00 pending Village Attorney review, and in accordance with materials contained in Board packets.

Mr. Robinson reviewed the proposed ordinance, details of which are contained in the March 12, 2020 memo from Kyle Johnson to Mr. Michel, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

ORDINANCE NO. 2020-27 – COMCAST

Moved by Stein, seconded by Smith, to pass Ordinance No. 2020-27, entering into a Cable Television Franchise Agreement with Comcast of Illinois VI, LLC as described in Board packets.

Mr. Robinson reviewed the proposed ordinance, details of which are contained in Mr. Robinson's memo to Mr. Bragg of February 26, 2020, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

RESOLUTION NO. 2020-14 – VEHICLE PURCHASE

Moved by Smith, seconded by Pike, to pass Resolution No. 2020-14, authorizing purchase of replacement Fire, Police and Public Works Vehicles through the Suburban Purchasing Cooperative.

Mr. Robinson reviewed the proposed resolution, details of which are contained in Mr. Whalen's memos to him of March 12, 2020, after which he answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

QUESTIONS FROM THE AUDIENCE

President Pro Tem Ottenheimer reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight's agenda; there were no such questions.

EXECUTIVE SESSION

Moved by Stein, seconded by Pike, to move to Executive Session to discuss **Section 2(C)(5) of the Illinois Open Meetings Act: the purchase or lease of real property for the use of the Public Body, including meetings held for the purpose of discussing whether a particular parcel should be acquired..** Upon roll call, Trustees voted as follows:

AYES: 4 – Stein, Ottenheimer, Smith, Pike

NAYS: 0 – None

ABSENT: 2 – Weidenfeld, Johnson

Motion declared carried.

The Board moved to Executive Session from 8:00 P.M. until 8:16 P.M.

ADJOURNMENT

Moved by Smith, seconded by Pike, to adjourn the meeting. Upon voice vote, the motion was unanimously declared carried.

The meeting was adjourned at 8:17 P.M.

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 20th DAY OF April 2020

Village President

Minutes Acceptance: Minutes of Mar 16, 2020 7:30 PM (Approval of Minutes)

**MINUTES OF THE SPECIAL MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF
BUFFALO GROVE HELD VIA AUDIO/VIDEO CONFERENCING ON
TUESDAY, MARCH 24, 2020**

CALL TO ORDER

President Sussman called the meeting to order at 7:30 P.M. This meeting is being conducted via audio and video conferencing.

ROLL CALL

Roll call indicated the following present via audio/video: President Sussman; Trustees Stein, Ottenheimer, Weidenfeld, Johnson, Smith and Pike.

Also present via audio/video were: Dane Bragg, Village Manager and Evan Michel, Management Analyst.

RESOLUTION NO. 2020-15 – LOCAL DISASTER EMERGENCY PROCLAMATION

President Sussman read Resolution No. 2020-15, extending the local disaster proclamation dated March 17, 2020 issued by the Village President. This extension shall be coterminous with the disaster proclamation issued by Governor Pritzker on March 9, 2020, unless further amended or modified.

Moved by Stein, seconded by Ottenheimer, to pass Resolution No. 2020-15, extending the Local Disaster Emergency Proclamation.

Mr. Bragg briefly reviewed the proposed resolution, highlighting the measures that Buffalo Grove is taking to ensure the safety of its residents and staff.

Upon roll call, Trustees voted as follows:

AYES: 6 – Stein, Ottenheimer, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

Motion declared carried.

QUESTIONS FROM THE AUDIENCE

President Sussman reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight's agenda; there were no such questions.

ADJOURNMENT

Moved by Stein, seconded by Johnson, to adjourn the meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Stein, Ottenheimer, Weidenfeld, Johnson, Smith, Pike

NAYS: 0 – None

Motion declared carried.

The meeting was adjourned at 7:38 P.M.

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 20th DAY OF April 2020

Village President

**Action Item : Approval of Warrant #1311****Recommendation of Action**

Staff recommends approval.

Staff recommends approval of Warrant #1313 5,725,551.59.

ATTACHMENTS:

- W#1313 SUMMARY (PDF)

Trustee Liaison

Weidenfeld

Staff Contact

Brett Robinson, Finance

Monday, April 20, 2020

VILLAGE OF BUFFALO GROVE WARRANT #1313
20-Apr-20

General Fund:	928,160.06
Parking Lot Fund:	736.00
Motor Fuel Tax Fund:	0.00
Debt Service Fund:	0.00
School & Park Donations	0.00
Capital Projects-Facilities:	0.00
Capital Projects-Streets:	704,211.78
Health Insurance Fund:	0.00
Facilities Development Debt Service Fund:	0.00
Retiree Health Savings (RHS):	0.00
Water Fund:	802,646.67
Buffalo Grove Golf Fund:	49.00
Arboretum Golf Fund:	227.81
Refuse Service Fund:	66,882.41
Information Technology Internal Service Fund:	170,861.27
Central Garage Internal Service Fund:	143,933.70
Building Maintenance Internal Service Fund:	99,161.74
	<u>2,916,870.44</u>
PAYROLL PERIOD ENDING 03/19/2020	947,615.10
PAYROLL PERIOD ENDING 04/02/2020	916,659.79
PAYROLL PERIOD ENDING 04/16/2020	944,406.26
	<u>2,808,681.15</u>

TOTAL WARRANT #1313 5,725,551.59

APPROVED FOR PAYMENT BY THE PRESIDENT AND BOARD OF TRUSTEES OF
 THE VILLAGE OF BUFFALO GROVE, ILLINOIS

 Village Clerk

 Village President

Attachment: W#1313 SUMMARY (Warrant #1313)



Resolution No. R-2020-16 : Resolution Extending Executive Order 2020-01

Recommendation of Action

Staff recommends approval.

This resolution extends Village President, Beverly Sussman's, Executive Order 2020-01 which was issued on March 17, 2020. The order shall be coterminous with the COVID-19 disaster proclamation issued by Governor J.B. Pritzker unless further amended or modified. The order is hereby amended to permit the Village Manager to schedule board, committee and commission meetings as needed. This amendment will allow meetings to occur if social distancing/stay at home measures are modified under Governor Pritzker's Executive Order.

ATTACHMENTS:

- Resolution Extending the Local Disaster Emergency Proclamation (DOCX)

Trustee Liaison

Sussman

Staff Contact

Dane Bragg, Office of the Village Manager

Monday, April 20, 2020

**RESOLUTION EXTENDING AND AMENDING
EXECUTIVE ORDER 2020-01**

WHEREAS, on March 17, 2020, Village President, Beverly Sussman, issued Executive Order 2020-01 based upon the COVID-19 pandemic;

WHEREAS, the diagnosed cases of COVID-19 in the local area and the State of Illinois continue to increase;

WHEREAS, Illinois Governor J.B. Pritzker declared all counties in the State of Illinois as a disaster area on March 9, 2020 and further extended that declaration until April 30, 2020; and

WHEREAS, it is necessary and appropriate for the Village of Buffalo Grove to continue to take measures to protect the public's health in response to the COVID-19 outbreak;

WHEREAS, the Village Board finds that the present situation requires the extension and amendment of the Village President's Executive Order 2020-01 to allow the Village Manager to schedule necessary public meetings to be scheduled to occur telephonically, virtually or in person;

NOW, THEREFORE, be it resolved as follows:

Executive Order 2020-01 dated March 17, 2020 issued by Village President Beverly Sussman is hereby extended. Said extension shall be coterminous with the COVID-19 disaster proclamation issued by Governor J.B. Pritzker unless further amended or modified. Said order is also amended to state that the Village Manager may schedule board and commission meetings necessary to conduct Village business, at his discretion. Said meetings may occur telephonically, virtually or in-person.

This Resolution shall be filed with the Village Clerk as soon as is practical and spread of record to all appropriate agencies.

AYES: _____
NAYES: _____
ABSENT: _____

Passed _____, 2020
Approved _____, 2020

Approved:

Beverly Sussman, Village President

Attest:

Janet Sirabian, Village Clerk

Attachment: Resolution Extending the Local Disaster Emergency Proclamation (R-2020-16 : Resolution Extending Executive Order 2020-01)

**Resolution No. R-2020-17 : State of Illinois Federal Surplus Program****Recommendation of Action**

Staff recommends approval.

SUMMARY: Approval of a resolution is required in order for the Village of Buffalo Grove to continue to participate in the Federal Surplus Property Program.

ATTACHMENTS:

- Resolution for CMS Surplus 2020 (DOCX)

Trustee Liaison
Johnson

Staff Contact
Brett Robinson, Finance

Monday, April 20, 2020

Resolution No. _____

**RESOLUTION FOR PARTICIPATION IN
STATE OF ILLINOIS
FEDERAL SURPLUS PROPERTY PROGRAM**

WHEREAS, the Village of Buffalo Grove has limited fiscal resources available for the procurement of heavy-duty construction equipment, vehicles, commodities, and other property; and

WHEREAS, the State of Illinois' Federal Surplus Property Program offers a variety of surplus property at approximately 5-25 percent of the acquisition value, effectively reducing program costs by acquiring items that have been used to their life expectancy or property that must be replaced for safety or economic reasons; and

WHEREAS, the Village of Buffalo Grove agrees to the following terms and conditions: to use the surplus property only in the official program which it represents; and upon receipt, agrees to place the surplus property into use within one year; and it agrees that the property shall be used for a period of one year (certain items, eighteen months); that it agrees it will not sell, loan, trade or tear down the property without written consent from the State of Illinois; and

WHEREAS, the Village of Buffalo Grove understands that surplus property must be used in an authorized program and that personal use or non-use of surplus property is not allowed;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Buffalo Grove, Lake and Cook Counties, Illinois do hereby consent and decree that the Village of Buffalo Grove is authorized to participate in the State of Illinois Federal Surplus Property Program.

Ayes: _____

Nayes: _____

Absent: _____

Passed: _____, 2020

Approved: _____, 2020

APPROVED:

Village President

ATTEST:

Village Clerk

Attachment: Resolution for CMS Surplus 2020 (R-2020-17 : State of Illinois Federal Surplus Program)



Resolution No. R-2020-18 : Resolution Ratifying Execution of an Extension to an Agreement for Natural Gas Supply and Service

Recommendation of Action

Staff recommends approval.

SUMMARY: Staff recommends that the Village Board ratify the execution of an extension to a Natural Gas agreement with Constellation New Energy - Gas Division LLC, as further detailed in the attached memo.

ATTACHMENTS:

- Memo Nat Gas 2020 (DOCX)
- Nat Gas Supply Resolution (DOCX)

Trustee Liaison

Pike

Staff Contact

Brett Robinson, Finance

Monday, April 20, 2020

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: April 16, 2020

TO: Dane Bragg, Village Manager

FROM: Brett Robinson, Purchasing Manager

SUBJECT: Natural Gas Supply and Service

Background

Dane, as in the past, staff worked with Kenneth J. Kogut & Associates to monitor pricing for Natural Gas Supply and Service. Due to the volatile nature of the energy supply market, pricing must be reviewed and contracts for supply and service executed on the same day.

Mr. Kogut contacted staff on 4/16/2020 and noted that the market had dropped to a point that it would be wise to pursue an extension to our agreement for 12/1/2022 through 11/30/2024 at a cost of \$0.2926/therm. As a point of reference previous and upcoming contract amounts are shown below.

Term	Cost per therm	Change
2015-2016	\$0.29280	
2016-2018	\$0.31950	9.12%
2018-2020	\$0.31500	-1.41%
2020-2022	\$0.29930	-4.98%
2022-2024	\$0.29200	-2.44%

Staff has sought bids in the past, however with margins shrinking on this commodity and the increasing difficulty of synching up a weeks long bid process with a dip in the market, staff believes this procurement tactic is the best way forward to achieve savings for the Village.

Recommendation

Staff recommends that the Village Board ratify the execution of an extension of the Natural Gas Supply agreement with Constellation New Energy – Gas Division LLC.

RESOLUTION 2020-_____

A RESOLUTION RATIFYING EXECUTION OF AN AGREEMENT WITH CONSTELLATION NEW ENERGY – GAS DIVISION FOR GAS SUPPLY SERVICES

WHEREAS, the Village of Buffalo is a home rule unit pursuant to the Illinois Constitution of 1970;
and

WHEREAS, the Village engaged Kenneth J. Kogut & Associates to monitor pricing for Natural Gas Supply and Service for the Village; and

WHEREAS, it is in the best interest of the Village to execute an agreement with Constellation New Energy – Gas Division LLC.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS, as follows:

SECTION 1. The foregoing recitals are hereby adopted and incorporated and made a part of this Resolution as if fully set forth herein.

SECTION 2. The Village Board ratifies the execution of an extension to the agreement with Constellation New Energy – Gas Division LLC.

SECTION 3. If any section, paragraph, clause or provision of this Resolution shall be held invalid, the invalidity thereof shall not affect any other provision of this Resolution.

SECTION 4. This Resolution shall be in full force and effect from and after its passage and approval.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2020

APPROVED: _____, 2020

APPROVED:

Beverly Sussman, Village President

ATTEST:

Janet Sirabian, Village Clerk



Information Item : Proclamation Recognizing Safe Digging Month

Recommendation of Action

Staff recommends proclamation.

SUMMARY: April is "Safe Digging Month" and the Village encourages all residents and excavation contractors to call JULIE before you dig.

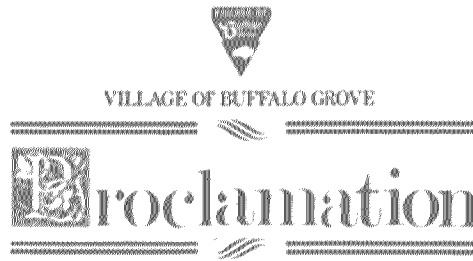
ATTACHMENTS:

- BG Safe Digging Month Proclamation '20 (DOC)

Trustee Liaison
Pike

Staff Contact
Michael Reynolds, Public Works

Monday, April 20, 2020	
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Village of Buffalo Grove

PROCLAMATION RECOGNIZING APRIL AS SAFE DIGGING MONTH

Whereas, April is recognized as “National Safe Digging Month”, reminding homeowners and professional excavators in Illinois to call JULIE, Inc. (JULIE) at 8-1-1 before every digging project. This is a free call and service; and

Whereas, notifying JULIE and observing safe digging practices can reduce incidents and the repercussions of striking an underground utility line, including costly delays, environmental or property damage, liability, personal injury and even loss of life; and

Whereas, Earth Day and Arbor Day are excellent opportunities for residents in our community to give back to the environment by planting a tree or participating in other beautification projects, but it is imperative to notify JULIE at least two business days before putting a shovel in the ground, regardless of the size or depth of the project; and

Whereas, the Village of Buffalo Grove reminds homeowners of the four steps to digging safely; 1. Call JULIE at 8-1-1- before you dig; 2. Wait two business days; 3. Respect the marks; and 4. Dig with care; and

Whereas, JULIE’s call center agents are available to receive and process locate requests 24 hours a day, seven days a week at 8-1-1 and convenient, self-service online options are available at illinois1call.com; and

Whereas, the Village of Buffalo Grove is a proud member of JULIE and thanks the not-for-profit organization for servicing 1.5 million requests annually, and congratulates the staff and members of the community for following safe digging procedures throughout the year; and

NOW, THEREFORE, BE IT KNOWN THAT I, THE PRESIDENT OF THE VILLAGE OF BUFFALO GROVE ALONG WITH THE BOARD OF TRUSTEES,, do hereby recognize the month of April as Safe Digging Month in Buffalo Grove and encourage residents and contractors to always call JULIE at 8-1-1 before digging.

PROCLAIMED THIS 20th DAY OF APRIL 2020.

Village President
Beverly Sussman

Attachment: BG Safe Digging Month Proclamation '20 (Safe Digging Month Proclamation)



Action Item : Proclamation Recognizing Arbor Day

Recommendation of Action

Staff recommends proclamation.

SUMMARY: Designates Friday, April 24, 2019 Arbor Day in Buffalo Grove. The Proclamation is one of four criteria to qualify for the Tree City U.S.A. Award.

ATTACHMENTS:

- Arbor day 2020 (DOC)

Trustee Liaison
Pike

Staff Contact
Michael Reynolds, Public Works

Monday, April 20, 2020	
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Village of Buffalo Grove

PROCLAMATION RECOGNIZING Friday, April 24, 2020 AS ARBOR DAY

WHEREAS, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this day, called Arbor Day, was first observed with the planting of more than one million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees reduce the erosion of precious topsoil by wind and water, reduce heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees beautify and enhance the economic vitality of our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

WHEREAS, the Village of Buffalo Grove has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue the maintenance of our village urban forest;

NOW, THEREFORE, BE IT KNOWN THAT I, THE PRESIDENT OF THE VILLAGE OF BUFFALO GROVE ALONG WITH THE BOARD OF TRUSTEES, do hereby proclaim Friday, April 24th, 2020 Arbor Day in the Village of Buffalo Grove, and call upon all citizens and civic organizations to support efforts to protect our trees and woodlands and to support our Village Urban Forestry Program.

PROCLAIMED THIS 20th DAY OF APRIL 2020.

Village President
Beverly Sussman

Attachment: Arbor day 2020 (Arbor Day Proclamation)



Information Item : Proclamation Recognizing Municipal Clerks Week

Recommendation of Action

N/A

SUMMARY: Communities throughout the world are celebrating Municipal Clerks Week. We recognize the accomplishments of our Village of Buffalo Grove Clerk, Janet M. Sirabian and Deputy Village Clerk, Julie Kamka.

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ATTACHMENTS:

- Municipal Clerks Week Proclamation 2020 (DOC)

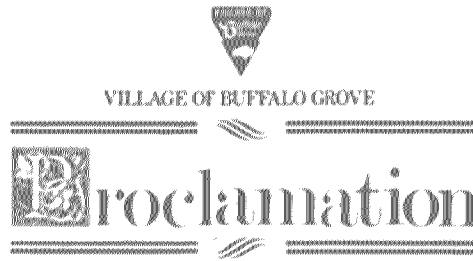
Trustee Liaison

Ms. Sirabian

Staff Contact

Julie Kamka, Office of the Village Manager

Monday, April 20, 2020	
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Village of Buffalo Grove

51st ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK May 3 – 9, 2020

Whereas, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

Whereas, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE, I, Beverly Sussman, Village President of the Village of Buffalo Grove, do proclaim May 3 – May 9, 2020 as Municipal Clerks Week in Illinois, and further extend appreciation to our Municipal Clerk, Janet M. Sirabian, and Deputy Clerk, Julie Kamka, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 20th day of April, 2020.

Beverly Sussman
Village President

Attachment: Municipal Clerks Week Proclamation 2020 (Municipal Clerks Week)



Action Item : Month of May Proclaimed Building Safety Month

Recommendation of Action

Staff recommends proclamation.

SUMMARY: Proclaiming the Month of May as Building Safety Month.

ATTACHMENTS:

- Building Safety Month 2020 (DOCX)

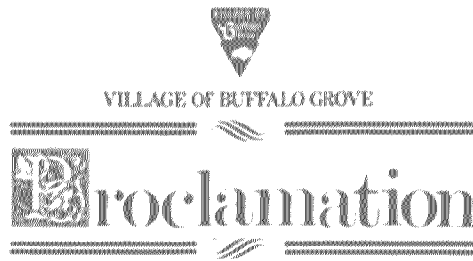
Trustee Liaison

Pike

Staff Contact

Chris Stilling, Community Development

Monday, April 20, 2020	
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Village of Buffalo Grove

MONTH OF MAY PROCLAIMED BUILDING SAFETY MONTH

WHEREAS, The Village of Buffalo Grove is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster; and

WHEREAS, Our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians, building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry, who work year-round to ensure the safe construction of buildings; and

WHEREAS, These guardians are dedicated members of the International Code Council, a U.S. based organization, that brings together local, state and federal officials that are experts in the built environment to create and implement the highest quality codes to protect us in the buildings where we live, learn, work, play; and

WHEREAS, Our nation benefits economically and technologically from using the International Codes® that are developed by a national, voluntary consensus codes and standards developing organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world; and

WHEREAS, These modern building codes include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes; and

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety, our local code officials who assure us of safe, efficient and livable buildings that are essential to America's prosperity; and

WHEREAS, "*Safer Buildings, Safer Communities, Safer World*" the theme for Building Safety Month 2020, encourages all Americans to raise awareness of the importance of safe and resilient construction; fire prevention; disaster mitigation, and new technologies in the construction industry. Building Safety Month 2020 encourages appropriate steps everyone can take to ensure the safety of our built environment, and recognizes that the implementation of safety codes by local and state agencies has saved lives and protected homes and businesses; and

WHEREAS, Each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property; and

NOW, THEREFORE, I, Beverly Sussman, President of the Village of Buffalo Grove, do hereby proclaim the month of May 2020 as **Building Safety Month**. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.

Proclaimed this 20th day of April, 2020.

Beverly Sussman, Village President

Attachment: Building Safety Month 2020 (Building Safety Month)



Information Item : Proclamation Recognizing National Police Week 2020

Recommendation of Action

Staff Recommends Approval

SUMMARY: A proclamation recognizing National Police Week in the Village of Buffalo Grove.

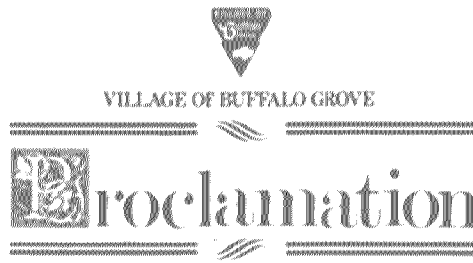
ATTACHMENTS:

- National Police Week - 2020 (DOCX)

Trustee Liaison
Smith

Staff Contact
Steven Casstevens, Police

Monday, April 20, 2020



Village of Buffalo Grove

NATIONAL POLICE WEEK 2020

WHEREAS, the Congress and President of the United States have designated May 15th as Peace Officers Memorial Day, and the week in which it falls as Police Week; and

WHEREAS, the members of the Buffalo Grove Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Buffalo Grove; and

WHEREAS, it is important that all citizens know and understand the duties and responsibilities of their police department, and that the members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, over 21,000 law enforcement officers have been killed in the line of duty, and their names are permanently engraved in granite at the National Law Enforcement Officers Memorial in Washington, D.C.

AND WHEREAS, the men and women of the Buffalo Grove Police Department unceasingly provide a vital public service; and

NOW, THEREFORE, the Village President and Board of Trustees of the Village of Buffalo Grove, call upon all citizens of Buffalo Grove and upon all patriotic, civil and educational organizations to observe the week of May 10th to May 16th, 2020, as Police Week with appropriate ceremonies in which all people may join in commemorating police officers, past and present who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

Proclaimed this 20th day of April, 2020.

Village President

Attachment: National Police Week - 2020 (National Police Week 2020)



Resolution No. R-2020-19 : Resolution Appointing Christopher Black as the Village Treasurer

Recommendation of Action

Staff recommends approval.

The Village Treasurer is responsible for all areas of the Village's financial operations. The Village President, by and with the advice and consent of the Board of Trustees appoints Christopher Black as the Village Treasurer.

ATTACHMENTS:

- Appointment of Village Treasurer (DOCX)

Trustee Liaison
Sussman

Staff Contact
Dane Bragg, Office of the Village Manager

Monday, April 20, 2020

Resolution No. 2020-_____**RESOLUTION APPOINTING CHRISTOPHER BLACK AS THE VILLAGE
TREASURER**

WHEREAS, 65 ILCS 5/3.1-30-5 and Section 2.02.030 of the Village Code provides for the appointment of a Village Treasurer;

WHEREAS, the Village Treasurer is responsible for all areas of the Village's finances including but not by way of limitation for managing the revenue and cash flow of the organization, banking, reporting, investment, disbursement of municipal funds, and closing and reconciliation of all books and accounts including the warrants and bank accounts;

WHEREAS, Christopher Black has been appointed as the Director of Finance and General Services;

WHEREAS, the Village Treasurer shall report to the Village Manager and provide regular communication to the Corporate Authorities concerning the financial condition of the Village, providing factual and projected information upon which financial decisions are made.

WHEREAS, the Village President, by and with the advice and consent of the Board of Trustees appoint Christopher Black as the Village Treasurer.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Buffalo Grove, Cook and Lake Counties, Illinois, as follows:

Christopher Black is hereby appointed as Village Treasurer of the Village of Buffalo Grove, Illinois.

AYES: _____
NAYES: _____
ABSENT: _____

Passed _____, 2020
Approved _____, 2020

Approved:

Beverly Sussman, Village President

Attest:

Janet Sirabian, Village Clerk

Attachment: Appointment of Village Treasurer (R-2020-19 : Resolution Appointing a Village Treasurer)



Ordinance No. O-2020-28 : Ordinance Approving a Letter of Agreement Between the Village of Buffalo Grove and the Buffalo Grove Professional Firefighter/Paramedic Association

Recommendation of Action

Staff recommends approval of a side letter agreement with the Buffalo Grove Professional Firefighters/Paramedic Association to include wages for the period of May 1, 2020 to April 30, 2021 and extending all other terms contained in the current collective bargaining agreement through October 31, 2020.

The current collective bargaining agreement between the Village of Buffalo Grove and the Buffalo Grove Professional Firefighter/Paramedic Association is due to expire on April 30, 2020. In recognition of the fact that the time, talents and resources of our employees have been redirected in response to the current COVID-19 global pandemic, parties have agreed to the terms of the attached side letter of agreement rather than negotiate a complete collective bargaining agreement at this time.

The terms of the side letter of agreement are as follows:

1. Award a 2.52 percent (5 step) increase for firefighter/paramedic classifications for the period of May 1, 2020 to April 30, 2021 and a 2.01 percent (4 step) increase for fire lieutenant classifications for the same period.

2. Parties agree that all terms within the Agreement dated May 1, 2007 through April 30, 2020, which are not expressly referenced in this side letter of agreement, are extended through October 31, 2020.

It should be noted that the wage data contained within the side letter of agreement before the Village Board is identical to the Agreement reached between the parties via collective bargaining. The wage increases have a budget impact of \$111,213.44 between May 1, 2020 - April 30, 2021.

ATTACHMENTS:

- 2020 Fire Union Side Letter of Agreement Ordinance AND Wage Schedule 04 07 2020 (DOC)

Trustee Liaison
Johnson

Staff Contact
Arthur a Malinowski, Human Resources

Monday, April 20, 2020

ORDINANCE NO. 2020- _____

**AN ORDINANCE APPROVING A LETTER OF AGREEMENT BETWEEN
THE VILLAGE OF BUFFALO GROVE
AND
THE BUFFALO GROVE PROFESSIONAL FIREFIGHTER/PARAMEDIC ASSOCIATION**

WHEREAS, the Village of Buffalo Grove is a Home Rule Unit by virtue of the Provisions of the Constitution of the State of Illinois of 1970; and

WHEREAS, in accordance with the Illinois Public Labor Relations Act, the Village of Buffalo Grove entered into good faith collective bargaining and has thus reached an agreement with the Buffalo Grove Professional Firefighter/Paramedic Association, Local 3177, IAFF, AFL-CIO, CLC concerning wages, benefits and other terms and conditions of employment for the years so noted within the Side Letter of Agreement dated April 20, 2020.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BUFFALO GROVE, COOK AND LAKE COUNTIES, ILLINOIS that:

Section 1. The President and the Board of Trustees hereby accept the terms of the attached Letter of Agreement.

Section 2. The Village Manager is authorized to enter into the Letter of Agreement with the Buffalo Grove Professional Firefighter/Paramedic Association, Local 3177, IAFF, AFL-CIO, CLC.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval. This Ordinance shall not be codified.

AYES: _____

NAYES: _____

ABSENT: _____

PASSED: _____, 2020. APPROVED: _____, 2020.

Village President

ATTEST:

Village Clerk

**Side Letter of Agreement
Between
The Village of Buffalo Grove
And
The Buffalo Grove Professional Firefighter/Paramedic Association,
Local 3177, IAFF.**

April 20, 2020

Representatives from the Village of Buffalo Grove ("Village") and the Buffalo Grove Professional Firefighter/Paramedic Association ("Union") have met and reached agreement on this Side Letter of Agreement to the Collective Bargaining Agreement ("Agreement") between the parties dated May 1, 2017 through April 30, 2020 which modifies the following sections of the afore referenced Agreement, Supplemental Agreements and Departmental Standard Operating Procedures.

Parties agree that all terms within the Agreement dated May 1, 2017 through April 30, 2020, which are not expressly referenced in this side letter of agreement are extended through October 31, 2020. Furthermore, the May 1, 2020 through April 30, 2021 salaries of employees covered under this Agreement are considered settled by this side letter and may not be reopened at a later date.

Article VI, Section 6.1 – Salaries

Salary Schedule – May 1, 2020 to April 30, 2021

Effective: May 1, 2020

- A. Firefighter/Paramedic (2.52% Increase):
 - 1. The minimum and entrance salary at Step 272 as delineated in the Village of Buffalo Grove's Municipal Classification and Pay Plan, or \$66,466.40; and,
 - 2. The maximum salary, exclusive of overtime pay shall be at Step 370 or \$108,359.68.
- B. Fire Lieutenant/Paramedic (2.01% Increase):
 - 1. The minimum and entrance salary at Step 380 as delineated in the Village of Buffalo Grove's Municipal Classification and Pay Plan, or \$113,900.80; and,
 - 2. The maximum salary exclusive of overtime pay shall be at Step 401 or \$126,478.56.
- C. Fire Lieutenant/Non-Paramedic (2.01% Increase):
 - 1. The minimum and entrance salary at Step 376 as delineated in the Village of Buffalo Grove's Municipal Classification and Pay Plan, or \$111,652.32; and,
 - 2. The maximum salary exclusive of overtime pay shall be at Step 397 or \$123,980.48.

Step Plan Illustration – Firefighter/Paramedic –Effective: May 1, 2020

Starting pay:	\$66,466.40 (Step 272)
Pay after first complete year of employment:	\$71,273.28 (Step 286)
Pay after second complete year of employment:	\$76,425.44 (Step 300)
Pay after third complete year of employment:	\$81,954.08 (Step 314)
Pay after fourth complete year of employment:	\$87,882.08 (Step 328)
Pay after fifth complete year of employment:	\$94,234.40 (Step 342)
Pay after sixth complete year of employment:	\$101,052.64 (Step 356)
Pay after seven or more complete years of employment:	\$108,359.68 (Step 370)

Fire Lieutenant/Paramedic – Effective: May 1, 2020

Starting pay (newly promoted):	\$113,900.80 (Step 380)
Pay after first complete year of employment:	\$120,323.84 (Step 391)
Pay after two or more complete years of employment:	\$126,478.56 (Step 401)

Fire Lieutenant/Non-Paramedic – Effective: May 1, 2020

Starting pay (newly promoted):	\$111,652.32 (Step 376)
Pay after first complete year of employment:	\$117,948.48 (Step 387)
Pay after two or more complete years of employment:	\$123,980.48 (Step 397)

This Side Letter of Agreement is executed this 20th day of April 2020.

For the Village of Buffalo Grove:

For IAFF, Local 3177:

Dane C. Bragg
Village Manager

Michael J. Spiro
President, IAFF Local 3177

William M. Baker
Fire Chief

Frank Doll
Vice President, IAFF Local 3177

Arthur A. Malinowski, Jr.
Director of Human Resources

Alfredo Caballero
Secretary, IAFF Local 3177



Information Item : Executive Session - Section 2(C)(1) of the Illinois Open Meetings Act: the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine Its Validity.

Recommendation of Action

Staff recommends going into executive session.

Executive Session - Section 2(C)(1) of the Illinois Open Meetings Act: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Trustee Liaison

Sussman

Staff Contact

Dane Bragg, Office of the Village Manager

Monday, April 20, 2020