



Meeting of the Village of Buffalo Grove
Village Board
Committee of the Whole
April 4, 2022 at 7:30 PM

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

1. Call to Order

- A. Pledge of Allegiance

2. Special Business

- A. Project Fire Buddies Presentation (Trustee Johnson) (Staff Contact: Mike Baker)
- B. Introduction of Assistant Director of Public Works (Trustee Stein) (Staff Contact: Michael Skibbe)
- C. APWA Award Presentations (Trustee Stein) (Staff Contact: Darren Monico)
- D. Snow & Ice Season Wrap Up (Trustee Stein) (Staff Contact: Kyle Johnson)
- E. Ethics Commission Duties (President Sussman) (Staff Contact: Dane Bragg)

3. 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 5 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.

4. 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)
- B. Executive Session - Section 2(C)(5) of the Illinois Open Meetings Act: (5) 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. (President Sussman) (Staff Contact: Dane Bragg)

5. 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 : Project Fire Buddies Presentation

Recommendation of Action

Staff recommends presentation

Kurt DeGroot and FF/PM Mike Manka will provide a brief overview of the Project Fire Buddies program, which brings joy to kids struggling with serious illnesses.

ATTACHMENTS:

- Informational Letter (PDF)
- Newsletter-1 (PDF)

Trustee Liaison
Johnson

Staff Contact
Mike Baker, Fire

Monday, April 4, 2022



Project Fire Buddies, Inc.

P.O. Box 199

Oak Forest, IL 60452

(203)570-5348

buffalogrove@projectfirebuddies.org

www.projectfirebuddies.org

2/1/2022

To whom it may concern,

The Buffalo Grove Fire Department along with the Buffalo Grove Professional Firefighters and Paramedics Local 3177 are excited to announce that we are founding a chapter with Project Fire Buddies. This partnership will help expand our mission of bringing joy to kids struggling with serious illnesses in our community. Together, we can show just how special they are.

Project Fire Buddies started in Oak Forest in December of 2016. The local fire department transported a child to a local hospital with a serious illness. This experience touched these firefighters who then came up with the idea and founded Project Fire Buddies. Project Fire Buddies currently has 16 chapters mostly located in the Southern Suburbs, and we are excited to be the first chapter in Northern Chicagoland!

This organization works with local schools, police departments, and community members to identify children with serious illnesses. The department and its firefighters make the child an honorary firefighter. The firefighters visit with their fire buddies at home, play games, read books, bring gifts for special occasions, and show the kids just how special they are.

We will be fundraising within the community to raise money for gifts as well as essential medical devices the families may need. We are hoping to accomplish this goal through corporate sponsorships, contributions, and donations.

We would appreciate your support in our mission and please feel free to share the attached information.

Sincerely,

Michael Manka
Project Fire Buddies, Inc.
Buffalo Grove Chapter

Attachment: Informational Letter (Fire Buddies)



Project Fire Buddies, Inc.

Buffalo Grove Chapter

The Buffalo Grove Fire Department along with the Buffalo Grove Professional Firefighters and Paramedics Local 3177 are excited to announce that we are establishing a chapter with Project Fire Buddies. This partnership will help expand our mission of bringing joy to kids struggling with serious illnesses in our community.

This organization works with the fire department to identify children with serious illnesses. The department and its firefighters make the child an honorary firefighter. The firefighters visit with their fire buddies at home, play games, read books, bring gifts for special occasions, and show the kids just how special they are.

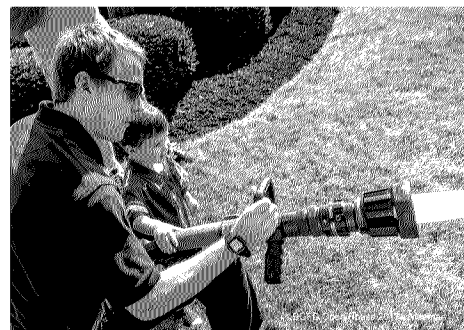
We are currently seeking to sponsor children with serious illnesses within the Village of Buffalo Grove. Feel free to contact us if you or anyone you know may be interested in a child sponsorship or donation to our organization!

Contact Information

(203)570-5348

buffalogrove@projectfirebuddies.org

www.projectfirebuddies.org



**Action Item : Introduction of Assistant Director of Public Works****Recommendation of Action**

Staff recommends presentation.

Staff will introduce the new Assistant Director of Public Works, Jim Warnstedt.

Trustee Liaison

Stein

Staff Contact

Michael K Skibbe, Public Works

Monday, April 4, 2022



Information Item : APWA Award Presentations

Recommendation of Action

Staff recommends presentation.

Presentation of American Public Works Association Awards to Dane Bragg, Scott Fontanez and David Haisma.

ATTACHMENTS:

- APWA Award Presentations Memo (DOCX)

Trustee Liaison
Stein

Staff Contact
Darren Monico, Public Works

Monday, April 4, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: March 29, 2022
TO: Dane Bragg, Village Manager
FROM: Darren Monico, Village Engineer
SUBJECT: APWA Individual Award Presentations

Three individuals at the Village of Buffalo Grove have been selected to receive awards from the Chicago Metro Chapter of the American Public Works Association. Dane Bragg received the Commendation for Exemplary Service to Public Works Award, and Scott Fontanez and David Haisma received the Professional Manager of the Year Awards in Transportation and Water Resources respectively. Below are the descriptions of the individual award writeups for their accomplishments. The Village is proud to have such dedicated employees working here and wishes to acknowledge them at the next committee meeting.

COMMENDATION FOR EXEMPLARY SERVICE TO PUBLIC WORKS – Dane Bragg

Dane began his tenure as Buffalo Grove’s Village Manager in 2010. Infrastructure funding was an issue at the time, as the village emerged from the 2008 financial crisis. In addition, the village was well along its transition from new development and infrastructure to the first round of aging rehabilitation needs. Mr. Bragg leaned on his background as a planner and mapped out the actions needed to solve structural budget problems while increasing reserves. Beginning in 2019, the Village began an ambitious program to manage its aging infrastructure with the Infrastructure Modernization Program (IMP). The IMP is the largest infrastructure investment the Village has undertaken in its history and includes over \$50 million worth of infrastructure replacement and maintenance projects within the first 5 years of the program. This investment is part of \$175 million in regional projects including several major road reconstruction projects within the community.

PROFESSIONAL MANAGER OF THE YEAR AWARD – TRANSPORTATION – Scott Fontanez

Over the past 31 years as a member of the Street Section for the Village of Buffalo Grove, Scott has displayed exceptional leadership and management. Scott has led this section as their manager for the last 11 years. Scott’s vision, innovation, honesty, and consistent collaborative efforts make working under him feel more like working next to him. Over his career Scott has energized both his peers and superiors with his passion for snow and ice control. His collaboration with the Streets Superintendent completely transformed the Village’s snow and ice control program and made it the award-winning plan it is today. Scott embodies what it means to be a true “Snowfighter.”

PROFESSIONAL MANAGER OF THE YEAR AWARD – WATER RESOURCES – Dave Haisma

As the Superintendent of Water Operations for the Village of Buffalo Grove, Dave has continually displayed exceptional leadership and management skills. Dave started at the Village of Buffalo Grove in 1985 as a Maintenance I Worker and quickly moved through the rank, becoming the manager, then Supervisor of Utilities, and ultimately the Superintendent. His 36-year career has been dedicated to maintaining and providing clean, quality potable water to the public. During his career Dave has been involved with new utility construction that nearly double the size of the Village, upgrading both water pump stations and sewer lift stations. He was a key member of the team that originally received APWA Accreditation in 2004 and four reaccreditations since. His commitment to safety is exemplified through his 20-year membership in the Public Works Safety Committee while his commitment to the community is characterized through his leadership in community events like Buffalo Grove Days.



Information Item : Snow & Ice Season Wrap Up

Recommendation of Action

Staff recommends presentation.

Kyle Johnson, Assistant Director of Public Works, will review the snow and ice control program as we close out the 2021-2022 winter season.

Trustee Liaison

Stein

Staff Contact

Kyle Johnson, Engineering

Monday, April 4, 2022	
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Information Item : Ethics Commission Duties

Recommendation of Action

Staff recommends approval.

The board will discuss the policy question "Should the Village Board consider expanding the responsibilities of the Ethics Commission?" Staff will present potential expanded functions and duties.

ATTACHMENTS:

- 03-28-22 Ethics Commission Recommendation (DOCX)

Trustee Liaison
Sussman

Staff Contact
Dane Bragg, Office of the Village Manager

Monday, April 4, 2022

VILLAGE OF BUFFALO GROVE



MEMORANDUM

DATE: March 31, 2022

TO: Village President Beverly Sussman and Trustees

FROM: Dane Bragg, Village Manager

CC: Gregory Pike, Commission Liaison
Debra Rybarczyk, Ethic Commission Chair

SUBJECT: Ethics Commission

Policy Question

Should the Village Board consider expanding the responsibilities of the Ethics Commission?

Staff Recommendation

Staff recommends expanding the functions and duties of the Ethics Commission to include:

1. Educating other boards, committees and commissions, staff and vendors on the State Officials and Employees Ethics Act requirements and avoiding potential infractions;
2. Periodic review of procurement and other policies for ethical conduct requirements, make recommendations to the Village Board regarding same; and
3. Review of annual local ethics disclosures for compliance with Village code.

Background

The Village Board adopted a local ethics and economic disclosure statement requirement for all appointed and elected officials in 1993 (Chapter 2.48 of the Municipal Code). In 2009, the Ethics Commission was created as a function of the State Officials and Employees Ethics Act. The Commission's functions are limited to:

1. Recommending changes to the Commission's procedures and rules governing the performance of its duties;
2. Upon receipt of a referral from the Corporate Authorities, to investigate, conduct hearings and deliberations, make recommendations to the Corporate Authorities for judicial and disciplinary actions and/or fines. The Commission

- shall, however, act only upon the receipt of a referral from the Corporate Authorities and not upon its own prerogative;
3. To receive information from the public pertaining to its investigations and to require additional information and documents from persons who may have violated the provisions of this Chapter; and
 4. To compel the attendance of witnesses and to compel the production of books and papers pertinent to an investigation. It is the obligation of all officers and employees of the Village to cooperate with the Commission during the course of its investigations.

The powers and duties of the Commission are limited to matters clearly within the purview of Section 2.49 of the Municipal Code. To date, the Commission has not had to investigate or review any referral items. During the appointment process for Ethics Commission members in 2021, there was discussion amongst the Village Board about the commission having a more active role in promoting ethical conduct in the organization. To that end, the Commission, staff and trustee liaison have prepared the possible activities outlined in the above recommendation.

Next Steps

If the Village Board concurs with the recommended action, an ordinance amending Section 2.49 of the Municipal Code will be prepared for Village Board consideration.



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

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Information Item : Executive Session - Section 2(C)(5) of the Illinois Open Meetings Act: (5) 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.

Recommendation of Action

Staff recommends going into executive session.

Executive Session - Section 2(C)(5) of the Illinois Open Meetings Act: (5) 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.

Trustee Liaison
Sussman

Staff Contact
Dane Bragg, Office of the Village Manager

Monday, April 4, 2022