

# Village of La Grange



## VILLAGE BOARD MEETING

MONDAY, MAY 9, 2011

7:30 p.m.

Village Hall Auditorium

53 S. La Grange Road

La Grange, IL 60525

Elizabeth M. Asperger  
Village President

Thomas Morsch  
Village Clerk

VILLAGE OF LA GRANGE  
BOARD OF TRUSTEES REGULAR MEETING

Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525

AGENDA

Monday, May 9, 2011 – 7:30 p.m.

1. CALL TO ORDER AND ROLL CALL  
*President Elizabeth Asperger*  
*Trustee Bill Holder*  
*Trustee Mike Horvath*  
*Trustee Mark Kuchler*  
*Trustee Mark Langan*  
*Trustee Tom Livingston*  
*Trustee James Palermo*
  
2. PRESIDENT'S REPORT  
*This is an opportunity for the Village President to report on matters of interest or concern to the Village.*
  - A. Appointments – Plan Commission and the Community and Economic Development Commission
  
  - B. Appointments and Re-appointments – Advisory Boards and Commissions
  
3. PUBLIC COMMENTS REGARDING AGENDA ITEMS  
*This is the opportunity for members of the audience to speak about matters that are included on this Agenda.*
  
4. OMNIBUS AGENDA AND VOTE  
*Matters on the Omnibus Agenda will be considered by a single motion and vote because they already have been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board of Trustees may request that an item be moved from the Omnibus Agenda to Current Business for separate consideration.*
  - A. Professional Services Agreement – Employee Benefit Consulting Services
  
  - B. Request to Purchase – Mobile Data Terminals and Installation in Fire Department Vehicles

- C. Request to Purchase – Fire Department / Motorized Power Lift Assist Stretcher
- D. Ordinance – Disposal of Surplus Property – 1993 Pierce Arrow Ladder Truck
- E. Request to Purchase – Police Department / Replacement of Administrative Vehicle
- F. Resolution – Request to Close La Grange Road / Pet Parade
- G. Consolidated Voucher 110509
- H. Minutes of the Village of La Grange Board of Trustees Regular Meeting Monday, April 25, 2011
- I. Minutes of the Village of La Grange Board of Trustees Special Meeting Monday, May 2, 2011

5. CURRENT BUSINESS

*This agenda item includes consideration of matters being presented to the Board of Trustees for action.*

- A. Special Event – La Grange Business Association “Ahhh! La Grange Carnival”: *Referred to Trustee Livingston*
- B. Special Event – La Grange Art and Craft Fair: *Referred to Trustee Livingston*

6. RECOGNITION OF RETIRING VILLAGE TRUSTEE

*The Village extends its gratitude for the thoughtful and faithful service rendered to the Village of La Grange by Tom Livingston, whose term of office ends tonight.*

- A. Resolution of Appreciation – Retiring Village Trustee Tom Livingston

7. FAREWELL BY OUTGOING VILLAGE TRUSTEE

*Retiring Village Trustee Tom Livingston will have an opportunity to remark and reflect on her career in public service.*

8. OATH OF OFFICE AND SEATING OF NEWLY ELECTED AND RE-ELECTED VILLAGE OFFICIALS

*The Village welcomes the three Village Trustees elected on April 5, 2011.*

- A. Oath of Office – Village Trustees Jeff Nowak, Mark Kuchler (re-elected), and James Palermo (re-elected)

9. ADJOURNMENT

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The Village of La Grange is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions, regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA Coordinator at (708) 579-2315 promptly to allow the Village to make reasonable accommodations for those persons.

**PRESIDENT'S REPORT**

VILLAGE OF LA GRANGE  
Administrative Offices

**BOARD REPORT**

TO: Village Clerk, Board of Trustees and Village Attorney  
FROM: Elizabeth M. Asperger, Village President  
DATE: May 9, 2011  
RE: **APPOINTMENTS — PLAN COMMISSION AND THE COMMUNITY  
AND ECONOMIC DEVELOPMENT COMMISSION**

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A vacancy was created on the Plan Commission (PC) when Jeff Nowak, a member of the PC since 2009, was recently elected to serve on the Village Board of Trustees.

To fill Mr. Nowak's expired term on the Plan Commission, I hereby submit the appointment of Mr. Jay Stewart for your approval. Mr. Stewart has served on the Community and Economic Development Commission (CEDC) since 2009.

I am herewith submitting the appointment of Mr. Roger Laven for the position of Chair of the Community and Economic Development Commission. Roger is currently a Commissioner on the CEDC (previously Economic Development Advisory Committee) and has served this Commission since 1990. Mr. Laven will replace Ms. Taylor Jaeger who has recently resigned from the CEDC.

I am also submitting the appointment of Ms. Rebecca Wimbush to serve as a Commissioner on the Community and Economic Development Commission to replace Mr. Stewart. Ms. Wimbush, resides at 307 W. Harris Avenue, and has been a resident of the Village for over thirty years.

Lastly, to have a full complement of the Community and Economic Development Commission, I am submitting the appointment of Mr. David Schwartz to fill the vacancy of Commissioner on the CEDC. Mr. Schwartz, resides at 443 S. Madison Avenue, and has been a resident of La Grange for 6 years.

I have spoken with Mr. Laven, Mr. Stewart, Ms. Wimbush, and Mr. Schwartz, and they have all indicated their willingness to serve as Chair and Commissioners respectively.

Their resumes will be submitted to you under separate cover.

I recommend that these appointments be approved.

VILLAGE OF LA GRANGE  
Administrative Offices

**BOARD REPORT**

TO: Board of Trustees, Village Clerk and Village Attorney  
FROM: Elizabeth M. Asperger, Village President  
DATE: May 9, 2011  
RE: **APPOINTMENTS AND RE-APPOINTMENTS —  
ADVISORY BOARDS AND COMMISSIONS**

The term of service for several members of our various advisory boards and commissions expires in May, 2011. At this time, I respectfully submit the following appointments and re-appointments for your consideration. Each person listed below has been contacted and expressed a desire to either begin or continue to serve the Village in the capacity indicated.

I recommend that these appointments and reappointments be approved.

Board/Commission	Name	Address	Term
Board of Fire and Police Commissioners – oversees certain personnel matters within the Fire and Police Department (i.e. – original appointments, promotional vacancies, hearings of charges, removals, suspensions and discharges).	Kathy Schwappach (R)	139 N. Madison	2014
Community and Economic Development Commission – advice and assistance on matters related to economic development and relationships among residential neighborhoods and commercial areas within the Village.	Roger Laven, Chair (R) Margaret Carlson (R) Rebecca Wimbush * David Schwartz* <i>*appointed to replace Ms. Jaeger and Mr. Stewart</i>	14 S. Ashland #210 1105 W. Hillgrove 307 W. Harris Ave. 443 S. Madison Ave	2014 2014 2013 2014

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Board/Commission	Name	Address	Term
Design Review — reviews matters related to the CBD Facade Renovation/ Restoration Program; reviews and offers recommendations on Design Review applications; reviews appeals denying sign permits; considers matters related to the display of public art.	Regina McClinton (R) Carol Vizek (R)	208 East Avenue 202 S. Brainard Ave	2014 2014
Emergency Telephone System Board — establishes a 9-1-1 emergency telephone system; monitors funds.	William Holder (R)	611 S. Waiola	2012
Environmental Quality Control Commission — inventories sources of environmental pollution which may have a harmful effect upon the public health, safety and welfare of the residents of the village.	Linda Christianson (R)	131 S. Edgewood Ave	2014
Firemen's Pension Board – decides on matters relating to the Fire Pension fund	Lou Cipparrone (R)		2014
Plan Commission — reviews and recommends applications for special use permits, planned development approval, site plan approval, amendments to the Zoning Code.	Nancy Pierson (R) Jay Stewart (T)* <i>*appointed to replace Mr. Nowak</i>	408 Sunset Ave. 340 Blackstone	2014 2014
Police Pension Board — decides matters relating to the Police Pension fund.	Lou Cipparrone (R)		2013
Zoning Board of Appeals — reviews and recommends applications for zoning variations.	Mike Finder (R)	78 N. Edgewood	2016

*R — denotes re-appointments*

*T — denotes transfer*

*No annotation means new appointment*

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**OMNIBUS VOTE**

VILLAGE OF LA GRANGE  
Administrative Offices

BOARD REPORT

TO: Village President, Village Clerk and Board of Trustees

FROM: Robert J. Pilipiszyn, Village Manager  
Andrianna Peterson, Assistant Village Manager

DATE: May 9, 2011

RE: PROFESSIONAL SERVICES AGREEMENT - EMPLOYEE  
BENEFIT CONSULTING SERVICES

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In April 2011, the Village Board approved a health insurance plan renewal with Blue Cross / Blue Shield at an 18.6% increase. The proposed 18.6% renewal is significantly higher than our current budget allocation of 7.5%.

To address the budgetary issue in the immediate short term, the Village will analyze several plan design options over the next 60-90 days which will result in a mid-term reduction in premiums once implemented. The Village Board has asked staff to consider other potential cost cutting measures, including different insurance carriers, participation in a health insurance pool, and increases in the premium percentage paid by employees.

To assist staff with this process, we propose that the Village enter into a professional services agreement for insurance brokerage and employee benefit consulting with Corporate Benefit Consultants, Inc. (CBC) for a one-year term. We believe that a change from the previous employee benefit consultant is in the best interest of the Village for several reasons.

First, the Village has used the same health insurance broker for almost twenty years. We believe the time is right to change consultants in order to provide a fresh and proactive approach to the analytical process that will be required during the next 60-90 days as we consider plan design changes.

Second, employee benefit consulting services are professional services that do not require a formal bidding process. Staff nevertheless would typically recommend that the Village distribute an RFP to qualified firms in order to ensure rates and services offered are competitive. In this case, however, the time that would be required to issue an RFP, receive proposals, analyze proposals, and select a consultant would be too long when we are attempting to contain costs. Therefore, we would propose to enter into a contract with Corporate Benefit Consultants, Inc. for a one year period; assess their level of service to the Village; and consider an RFP process towards the end of the calendar year in order to ensure competitive rates and service levels.

Third, Corporate Benefit Consultants was selected by staff because they have provided valuable advice and counsel to staff over the past several years but particularly within the last several months as we evaluated documentation from Blue Cross regarding the renewal. CBC provided this advice without any assurance or promise of future opportunities.

Fourth, as a smaller, privately held insurance firm, CBC representatives stated that they would provide a "hands-on" approach, assisting with every aspect of the Village's benefit programs. CBC has a portfolio of approximately 250 clients with premium expenditures in excess of \$500 million, including 14 municipalities and 35 school districts in the Chicagoland area. They are a Blue Diamond producer for Blue Cross / Blue Shield, only one of six in the state, and are platinum or premier producers for several other carriers. CBC, formed in 1996, employs 25 people focusing on a full menu of medical, dental, life, disability, wellness, and other employee benefits.

CBC employs the services of a former senior Blue Cross / Blue Shield Underwriting and Sales Director who provides significant insight into underwriting, negotiating and costing components of annual renewal proposals. CBC also retains a medical director on staff from Northwestern to assist in case management of large claims and several other services, expertise and value added benefits (attached). The team representing the Village would consist of two financial consultants who would work directly with Village staff and a dedicated account manager who provides day-to-day support on administrative, claim and billing issues.

Fifth, CBC's proposed compensation is unique in the industry. CBC proposes to remove the commission base which is currently built into the medical and life rates that the Village pays to the insurance company. When insurance rates increased in the current and previous years, so did commissions to the broker. Instead, CBC proposed a more transparent flat fee in the amount of \$42,000 per year. However, in consideration of the Village's budgetary constraints and desire for a long term partnership with the Village, CBC has decided to drop their initial proposed fee to \$36,000. Although this agreement is for one year, CBC has proposed the flat fee remain the same for a three year period. The CBC contract can be cancelled by either party with 60 days written notice at any time and for any reason, regardless of the three year rate guarantee.

By removing the current commission base from the medical insurance (previously 5% but reduced to 3% with the most recent renewal to help reduce this year's renewal impact), the percentage increase in rates to Blue Cross / Blue Shield will reduce upon CBC being named broker of record from 18.6% to 15.6% - a premium reduction of approximately \$40,000 in this current year for the medical insurance. Also, CBC will not receive a broker commission on the group life insurance and will receive only standard published commissions (currently 7%) on the voluntary dental plans with full disclosure of such. The amount of savings to be realized by the Village by removing the commissions from the medical and group life will essentially be budget neutral for the first year.

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If the Village chooses to retain the services of CBC in the future, additional savings will be realized year after year by eliminating the compounding effect of commission increases that are built into the premium structure.

Sixth, before making this recommendation, staff contacted references for several of CBC's current municipal clients including Winnetka and Glencoe. All reported a very high level of satisfaction with CBC. The communities contacted referenced CBC's strong commitment to customer service and client focused approach. They also noted that the flat fee arrangement was refreshing and resulted in measurable cost savings immediately and over time.

Attached for your consideration is a proposal from CBC for a one year period in the amount of \$36,000 for insurance brokerage and consulting services. Mr. Michael Traina and Mr. Gregg Mellinger will be in attendance at the Board meeting on May 9, 2011, to answer any questions regarding the proposal for professional employee benefit consulting services.

It is our recommendation that the Village Board approve an agreement with Corporate Benefit Consultants, Inc. for employee benefit consulting services as set forth in this report.

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# EXECUTIVE SUMMARY of Corporate Benefit Consultants Services

Prepared for:  
Village of LaGrange

- One of the Largest, Most respected, Privately Held employee benefit consulting and brokerage firms in Illinois. Currently managing client's premium expenditures in excess of \$500 Million
- Servicing clients in all industries with a niche focus on School Districts and Municipalities; Priority #1 is Cost Control and Service;
- Superior knowledge and expertise in fully insured plans, self funded plans and alternative funding arrangements;
- Client retention in excess of 95% year after year;
- Have no turnover in consultants/ brokers since our inception and nearly zero turnover in account management since inception;
- Leader among peer groups; one of the first firms to institute full disclosure fee based brokerage and consulting work and one of the first to execute an Rx carve out program;
- Provide a team approach to all clients with a minimum of 5 experts assigned to each client, thus becoming a business partner and an extension of our clients HR and finance departments;
- In house underwriting expertise for clients that are experienced rated greatly enhancing our position of strength in negotiating with carriers on behalf of our clients;
- We retain a professional HR consulting firm and provide our clients unlimited telephonic access for day to day HR related issues and or questions;
- Retain a Medical Director for assistance in negotiating renewals when there are large catastrophic claims emerging or ongoing;
- Specialize in providing comprehensive education and detailed analysis of all direct and indirect costs components of benefit plans;

Executive Summary

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- Proactive in advanced and ongoing education for entire employee population, with continued investment in our staff and technology;
- Keep clients educated and informed of legislative updates, trends and compliance related topics;
- We view our client renewal as process that is ongoing, NOT as an event that occurs once a year as many of our competitors do;
- Maintain a Quality Renewal Initiative Process protocol which involves an aggressive proactive timeline to start and complete renewals for clients to alleviate the time crunch that employers face. Also conduct an exhaustive RFP each year to secure the best benefits and pricing options for our clients;
- Active and aggressive in developing & promoting employee wellness strategies;
- Provide our clients customized monthly aggregate claims reports (ASO plans) and meet regularly throughout the year to gauge costs, trends, etc.;
- Attend and or support all board, committee and employee meetings as desired by the client;
- We are a Blue Diamond producer for BCBS ( 1 of only 6 in the state);
- We are a permanent member of the Producer Advisory Council (PAC) for BCBS;
- We work with all top rated carriers, TPA's, PBM's and are a platinum or premier producer for several other carriers;
- An Active Member of United Benefit Advisors (UBA) one of the nations largest employee benefit advisory organizations;
- Provide clients with custom Employee Benefit Center website (Touchpoints).
- Not just a vendor, but an extension of your HR and Finance Team for a true partnership in managing your bottom line.

## AGREEMENT FOR CONSULTING SERVICES

THIS AGREEMENT is made as of May 9, 2011 (hereinafter referred to as the "Effective Date"), by and between CORPORATE BENEFIT CONSULTANTS, INC., (hereinafter referred to as "Consultant") and the VILLAGE OF LA GRANGE (hereinafter referred to as the "Client"), as follows:

1. Services. Consultant agrees to provide the employee benefit consulting services described herein under the direction of the Client both in Consultant's own offices and at designated locations within the Client (the "Services") beginning on May 9, 2011, and continuing through May 8, 2012 unless earlier terminated as provided herein.
2. Consulting Services. The Services are more fully specified in Appendix A attached to and incorporated into this Agreement.
3. Compensation. Consultant will remove commissions from all insurance products funded by the employer. The Consultant will be paid on a commission basis for products that are considered voluntary. For all Services rendered by Consultant during the term of this Agreement, the Client shall pay Consultant \$36,000; such sum to include Consultant costs, if any, for telephone communications, postage, travel expenses and other expenses incurred by Consultant in connection the provision of the Services (the "Annual Fee"). The Client shall pay Consultant the Annual Fee in twelve equal installments at monthly intervals following Consultant's provision of the Services and submission of a proper invoice to the Client documenting Consultant's rendering of the Services. If this Agreement is renewed or extended, then Consultant will perform the services for the first two years of the renewal or extension for the same Annual Fee of \$36,000.

If the Consultant receives a marketing allowance or bonus from an insurance company and that allowance or bonus is included as part of the insurance company's charge to the Client, then the full amount of that allowance or bonus will be subtracted from the Client's Annual Fee. If that allowance or bonus is not charged by the insurance company to the Client,, then that allowance or bonus will not have any impact on the Annual Fee. Consultant shall be responsible for payment of all state and federal taxes in connection with its performance of the Services and receipt of compensation under this Agreement.

4. Relationship Between The Parties. Consultant is retained by the Client only for purposes and to the extent set forth in this Agreement, and nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties. Consultant shall be deemed at all times to be an independent contractor and neither party shall have the authority to bind the other to any third person or to otherwise act in any way as the representative of the other, unless otherwise expressly agreed to in writing signed by both parties hereto.
5. Access. Consultant shall have access only to such facilities, equipment, and personnel of the Client which are necessary for the performance of any Services hereunder and only upon the permission of the Client or its designee.

6. Indemnification. Consultant does hereby indemnify and hold harmless the Client, and its elected officials, members, employees, and agents, from and against all claims, including reasonable attorney's fees, arising out of or in any way connected with the Consultant's negligence or performance or non-performance of any services hereunder.

7. Insurance. Consultant shall insure against all losses and damages which are the result of, or the fault or negligence of, Consultant in the carrying out of the Services, including professional liability and automobile liability. Consultant will, if requested, produce a certificate of insurance showing that the necessary coverages are currently in force, and will also give the Client thirty (30) days written notice before the required insurance can be altered or cancelled.

8. Notice. Any notice or communication permitted or required under this Agreement shall be in writing and shall become effective on the day of mailing thereof by first class mail, registered or certified mail, postage prepaid, addressed:

If to the Client:

Village of La Grange  
53 South La Grange Road  
La Grange, IL 60525  
Attention: Village Manager

If to Consultant:

Corporate Benefit Consultants, Inc.  
2800 South River Road, Suite 130  
Des Plaines, IL 60018  
Attention: Michael Traina and Gregg Mellinger

9. Governing Law. This Agreement shall be governed by the laws of the State of Illinois and any court proceeding filed by the (Client or Board) or Consultant relating to or based on this Agreement shall be filed in the Circuit Court of Cook County, Illinois.

10. Termination. This Agreement may be terminated at any time, for any reason, by mutual agreement of the parties or by giving sixty (60) days written notice to the other party. In the event of such termination by the Client, Consultant shall be paid its applicable compensation through the effective date of termination, provided there is no dispute as to whether Consultant is entitled to that compensation.

11. Entire Understanding. This Agreement contains all the terms agreed upon by the parties with respect to the subject matter of this Agreement and supersedes all prior agreements, arrangements, and communications between the parties concerning such subject matter, whether oral or written. Except as otherwise provided, no subsequent

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alteration, amendment, change, or addition to this Agreement shall be binding upon the parties hereto unless reduced to writing and duly authorized and signed by each of them.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first written above.

CORPORATE BENEFIT CONSULTANTS, INC.

By: \_\_\_\_\_

Printed name: \_\_\_\_\_

Its: \_\_\_\_\_

VILLAGE OF LA GRANGE

By: \_\_\_\_\_

Printed name: \_\_\_\_\_

Its: \_\_\_\_\_

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## APPENDIX A

### CONSULTING SERVICES

Consultant's will provide the following services related to the VILLAGE OF LA GRANGE Employee Benefit Plan, including but not limited to:

- Serve as Client advisor on all health related issues;
- Provide day-to-day health plan administration;
- Provide analysis or renewal terms offered by current insurers and service providers;
- During the initial term, investigate all viable programs, insurers, and service providers, FSA's, HSA's, HRA's, etc. and provide through cost benefit analysis report of each option, including recommend improvements in the self-insurance and HMO plans;
- As requested by Client evaluate alternative health plan providers;
- Act as an advocate on behalf of Client to resolve administrative problems on a timely basis;
- Act as an advocate on behalf of Client to resolve all claim disputes;
- Conduct open employee enrollment meetings as needed;
- Provide employee education meetings as necessary;
- Provide information on market trends periodically including recommendations on plan changes;
- Provide information and advice regarding state or federal legislation applicable to Client life, health, dental and disability plans;
- Provide a monthly newsletter to HR staff;
- Provide special reports as requested by Client;
- Provide monthly and annual performance reports including experience analysis;
- Provide initial analysis of the current plan including areas of potential cost savings to Client
- Annually provide future funding projections;
- Coordinate timely premium quotes by TPA's and Stop Loss Insurers.
- Recommend cost containment strategies and perform cost benefit analysis on options;
- Provide oversight of Client benefit communication process;

- Assist in establishing funding rates/employee rates for each plan year;
- Provide access to Touchpoints Employee Benefit Center, Employee Resource Center, HRinsider Communication portal;
- Broker and place stop loss insurance and other health related insurance policies;
- Attend insurance committee meetings and Board meetings as necessary;
- Assist in the development of Wellness programs;
- Oversee FSA Management;
- Analyze work flows to determine ways Client can reduce staff workloads related to health administration;
- Continually search for cost reduction strategies and present to Client staff;
- Ensure accuracy of all plan booklets and related documents;
- Provide services related to compliance matters such as HIPAA and Medicare Part D;
- Provide other assistance and advice as needed.
- within 60 to 90 days of the commencement of this contract, Consultant will perform a full evaluation of plan design changes including but to limited to:
  - alternative programs
  - alternative providers
  - significant analysis of employee utilization to the extent that information can be obtained
  - benefits structure

## APPENDIX A

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  - alternative providers
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  - benefits structure

VILLAGE OF LA GRANGE  
Fire Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager and  
William J Bryzgalski, Fire Chief

DATE: May 9, 2011

RE: **REQUEST TO PURCHASE – MOBILE DATA TERMINALS AND  
INSTALLATION IN FIRE DEPARTMENT VEHICLES**

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In 2010, the La Grange Fire Department applied for a federal technology grant to purchase mobile computers and software for the purpose of improving firefighter safety and operational efficiency by providing an effective means to access initial data and information in pre-incident plans, and to enhance command, accountability and control during emergency incidents.

In February 2011, the Department was notified that its grant application had been approved in the amount of \$57,095 under the Assistance to Firefighters Grant Program, which is administered by FEMA, [which is an agency operating under the auspices of the U.S. Department of Homeland Security]. There is a five percent (5.0%) local match requirement.

The receipt of this federal grant award is significant to the Village in two ways. First, the Fire Department will be able to greatly enhance how it performs incident command and incident on-scene functions. Second, without this funding, the Village would not have been able to afford these improvements at this time, and within the term of our five-year financial plan.

Upon notice of grant award, a new line item entitled "Improvements" was created in the Fire Department's operating budget to account for the expenditure of these federal grant funds. The Village's \$3,000 local match will be expensed against the "New Equipment" line item in the Fire Department budget.

The Fire Department is proceeding with the purchase of this new technology in two-phases. The first phase of the project is to purchase the mobile data terminal (MDT) units and the installation of the equipment in Fire Department apparatus. The second phase will be to purchase and install the corresponding MDT interface with the Dispatch Center CAD system and Incident Command Software.

The Department solicited quotes and only two vendors responded. Both vendors are very reputable and the Department has purchased equipment from them in the past. The quotes are for 4 Panasonic Toughbook laptops, mounting hardware, wiring, installation and a three year Protection Plus Warranty to include physical damage.

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Request to Purchase – Mobile Data Terminals and Installation in Fire Department Vehicles  
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Vendor/Location	Quote
CDS Office Technologies/Addison, Illinois * State Purchase *	\$23,242.00 * plus
* Subcontractor for Installation	\$1340.00
M Rugged Mobile Technology/Arlington Heights, Illinois	\$24,096.18

The low quote was submitted by M Rugged Mobile Technology for \$24,096.18 to purchase 4 Panasonic Toughbook laptops, mounting hardware, wiring, installation, and a three year extended warranty.

It is our recommendation that the Village Board waive the formal competitive bidding process and authorize staff to purchase the equipment and installation from M Rugged Mobile Technology of Arlington Heights, Illinois at a total cost of \$24,096.18.

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VILLAGE OF LA GRANGE  
Fire Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager and  
William J Bryzgalski, Fire Chief

DATE: May 9, 2011

RE: **REQUEST TO PURCHASE – FIRE DEPARTMENT /  
MOTORIZED POWER LIFT ASSIST STRETCHER**

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The FY 2011-12 Foreign Fire Insurance Tax Fund budget provides for the purchase of a motorized power lift assist stretcher. Currently, the Fire Department uses a manual gurney for patient handling and transport.

Upgrading from a manual stretcher to a motorized stretcher is recommended at this time for the following reasons:

- 700 lb patient capacity.
- Power lift mechanism reduces risk of injury, especially back strains.
- Less lifting of weight by personnel on each call.
- Lifetime warranty on all welds.
- 2 year complete warranty.
- Transferable from ambulance to ambulance.

If purchased, the stretcher would be utilized on our frontline ambulance.

The Department just finished up a six month evaluation and research period. During the evaluation period the Department evaluated 2 power assist stretchers, made by Stryker and Ferno for approximately 4 weeks each. The Department was able to utilize each piece of equipment on ambulance calls during that time period.

After each period, personnel were given an evaluation form to review the 2 stretchers and asked to rate them on the quality of the product, the pro's and con's of each stretcher. The rating forms were then tallied and the Stryker stretcher was a clear choice.

4-C

The Department also consulted with our maintenance contractor who also services both manufactures and stated that Stryker would be a good choice with a good record of excellent service.

The Stryker Corporation is the sole source vendor for its Stryker Power-Pro ambulance cot.

The Foreign Fire Insurance Tax Fund has budgeted \$13,000 for the purchase of this lift-assisted stretcher.

The Foreign Fire Insurance Board solicited a quotation from the Stryker Corporation for its Power-Pro ambulance cot. Stryker quoted a purchase price of \$13,123. The Department's EMS Coordinator was able to negotiate the price down to \$11,641, resulting in a savings to the Village of \$1,482.

As there are sufficient funds available, the Foreign Fire Insurance Board has made a recommendation to the Fire Chief that the motorized ambulance cot be purchased.

It is our recommendation that the Village Board waive the formal competitive bidding process and authorize staff to purchase a Power-Pro ambulance cot from the Stryker Corporation at a total cost of \$11,641.

4-C.1

VILLAGE OF LA GRANGE  
Fire Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
William J. Bryzgalski, Fire Chief

DATE: May 9, 2011

RE: **ORDINANCE – DISPOSAL OF SURPLUS PROPERTY - 1993 PIERCE ARROW  
LADDER TRUCK**

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At the regular Village Board meeting on April 25, 2011, the Fire Chief presented a plan and recommendation to replace the Fire Department's existing ladder truck. In summary, the Chief proposed to sell the existing ladder truck two years in advance of its scheduled replacement in FY 2013-14, and replace it with a multi-purpose vehicle. The combination of reserved funds and proceeds from the sale of the ladder truck are expected to make the purchase of the new vehicle budget neutral. It was the consensus of the Village Board to support the Chief's recommendation.

One of the first steps towards implementing the proposal, as was identified in the Chief's plan, is to declare the ladder truck as surplus property and authorize its sale utilizing a broker. We feel that listing the vehicle with a licensed fire apparatus broker would be the most cost effective method of disposal and it reaches a larger audience of prospective buyers for this type of vehicle.

Attached for your consideration is an ordinance which declares the ladder truck as surplus property.

It is our recommendation that the Ordinance be approved.

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VILLAGE OF LA GRANGE

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AUTHORIZING DISPOSAL OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF LA GRANGE

WHEREAS, in the opinion of the corporate authorities of the Village Of La Grange, it is no longer necessary, useful, or in the best interests of the Village to retain ownership of the personal property described in this Ordinance; and

WHEREAS, it has been determined by the President and the Board Of Trustees of the Village Of La Grange to dispose of said personal property in the manner described in this Ordinance;

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of La Grange, Cook County and State of Illinois, as follows:

Section 1. Recitals. The foregoing recitals are hereby incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Disposal of Surplus Property. The President and Board Of Trustees find that the personal property described in Exhibit A attached to this Ordinance and by this reference incorporated into this Ordinance (the "Surplus Property") is no longer necessary or useful to the Village, and thus the Village Manager for the Village Of La Grange is hereby authorized to direct the sale or disposal of the Surplus Property in the manner most appropriate to the Village. The Surplus Property shall be sold or disposed of in "as is" condition.

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this \_\_\_\_ day of \_\_\_\_\_ 2011.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_ 2011.

By: \_\_\_\_\_  
Elizabeth M. Asperger, Village President

ATTEST:

\_\_\_\_\_  
Thomas Morsch, Village Clerk

4-0.1

Village of La Grange  
Fire Department  
Disposal of Surplus Property  
May 9, 2011

Exhibit 'A'

Vehicle

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>VIN#</u>
1993	Pierce	Arrow 105' Ladder Truck	4PC1CA02G9PA000272

\* This vehicle shall be sold as surplus property and sold "as is" condition.

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VILLAGE OF LA GRANGE  
Police Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert Pilipiszyn, Village Manager  
Michael Holub, Police Chief

DATE: May 9, 2011

RE: **REQUEST TO PURCHASE – POLICE DEPARTMENT / REPLACEMENT  
OF ADMINISTRATIVE VEHICLE**

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The FY 2011-12 Village budget provides for the replacement of the 2004 Chevy Impala for the Police Department. This unit is a fleet patrol vehicle used by the Chief of Police, Investigations and Patrol Division. In addition to being used by the Chief of Police for day to day travel it is used as an unmarked unit by Investigations and as a Patrol Division Supervisor unit when unmarked or marked units are out of service for repairs or training.

The current unit is seven years old and has exceeded its useful life. We discussed the option of delaying the replacement until FY 2012-13 as we have done with other vehicles. However, that option is not recommended because the Village mechanic has identified that costly engine repairs and front end repairs for a second time would be required in the near future. The projected cost of this repair work is estimated to be at least \$3,500. Given the cost of these repairs and the mileage reaching 75,000, it is not cost effective to continue to keep this vehicle in the police department fleet.

The replacement unit is a 2011 Chevy Impala Police Pursuit Vehicle. It is being offered by Green Chevrolet of Jacksonville, Illinois under the Illinois Municipal Joint Purchasing Program PSD# 4016788. We believe the Impala is the most suitable purchase considering its dual use. It is more economical than the Ford Crown Victoria, 16/24mpg, V-8, rear wheel drive compared to the Chevy Impala, 19/29mpg, V-6, front wheel drive. The Impala is more suitable as an administrative vehicle yet has all the basic equipment of a squad car.

The state bid purchase price is \$21,766.15. The cost of transferring equipment is estimated at \$2,000. Total budget allocation is \$20,000 in the Equipment Replacement Fund and \$3,000 in the Police Department's New Equipment line item. With the trade-in/auction value estimated between \$2,000 and \$3,000, there are sufficient funds available for this purchase.

4-E

It is our recommendation that the Village Board approve the purchase to replace the Police Department's administrative vehicle under the state purchasing contract from Green Chevrolet of Jacksonville, Illinois in an amount not to exceed \$21,766.15.

4-E.1

VILLAGE OF LA GRANGE  
Community Development Department

**BOARD REPORT**

TO: Village President, Village Clerk  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
Patrick D. Benjamin, Community Development Director

DATE: May 9, 2011

RE: **RESOLUTION - REQUEST TO CLOSE LA GRANGE ROAD/  
PET PARADE**

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In preparation for the 65<sup>th</sup> Annual La Grange Pet Parade on Saturday, June 4, 2011, the Village must request authorization from the Illinois Department of Transportation to close La Grange Road between 47<sup>th</sup> Street and Burlington Avenue. The attached resolution serves as the Village's request for such approval.

Chief Holub will coordinate the closure of any local streets, as well as detouring traffic around the parade route.

Staff recommends that the resolution be approved.

4-F

VILLAGE OF LA GRANGE

RESOLUTION NO. R-11-

REQUEST TO CLOSE LA GRANGE ROAD/PET PARADE

WHEREAS, Pets and Pals Charities, Ltd., is sponsoring a Pet Parade in the Village of La Grange; and

WHEREAS, this parade will require the temporary closure of La Grange Road, Routes 12-20-45, a state highway in the Village of La Grange; and

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes IDOT to issue permits to local authorities to temporarily close portions of state highways for such public purposes or needs as parades and local celebrations;

NOW, THEREFORE, BE IT RESOLVED by the Village Board of the Village of La Grange that permission to close La Grange Road between 47th Street and Burlington Avenue on Saturday, June 4, 2011, between 8:30 a.m. and noon, be requested of IDOT.

BE IT FURTHER RESOLVED that if such permission is granted by IDOT, all highway traffic during the periods of time specified shall be detoured over 47th Street to East Avenue to Ogden Avenue to La Grange Road.

BE IT FURTHER RESOLVED that if such permission is granted by IDOT, the Village of La Grange assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect, and all liabilities for damages of any kind occasioned by the closing of the state highway, and it is further agreed that efficient all-weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefit of traffic diverted from the state highway.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to IDOT to serve as a formal request for the permission sought in this Resolution.

ADOPTED AND APPROVED by the President and Village Board of Trustees of the Village of La Grange this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Elizabeth M. Asperger, Village President

ATTEST:

\_\_\_\_\_  
Thomas Morsch, Village Clerk

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**VILLAGE OF LA GRANGE**

Disbursement Approval by Fund

May 9, 2011

Consolidated Voucher 110509

<u>Fund No.</u>	<u>Fund Name</u>	<u>05/09/11 Voucher</u>	<u>04/29/11 Payroll</u>	<u>Total</u>
01	General	158,068.92	271,995.10	430,064.02
21	Motor Fuel Tax			0.00
22	Foreign Fire Insurance Tax			0.00
24	ETSB	1,923.28		1,923.28
40	Capital Projects	51,993.59		51,993.59
50	Water	152,402.73	37,066.99	189,469.72
51	Parking	4,682.48	23,281.68	27,964.16
60	Equipment Replacement	230.00		230.00
70	Police Pension	2,881.06		2,881.06
75	Firefighters' Pension	1,690.71		1,690.71
80	Sewer	1,476.03	9,027.50	10,503.53
90	Debt Service	34,382.50		34,382.50
91	SSA 4A Debt Service			0.00
93	SAA 269			0.00
94	SAA 270			0.00
		<u>409,731.30</u>	<u>341,371.27</u>	<u>751,102.57</u>

We the undersigned Manager and Clerk of the Village of La Grange hereby certify that, to the best of our knowledge and belief, the foregoing items are true and proper charges against the Village and hereby approve their payment.

\_\_\_\_\_  
Village Manager

\_\_\_\_\_  
Village Clerk

\_\_\_\_\_  
President

\_\_\_\_\_  
Trustee

\_\_\_\_\_  
Trustee

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Trustee

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Trustee

\_\_\_\_\_  
Trustee

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Trustee

4-G

MINUTES

VILLAGE OF LA GRANGE  
BOARD OF TRUSTEES REGULAR MEETING  
Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525

Monday, April 25, 2011 - 7:30 p.m.

1. CALL TO ORDER AND ROLL CALL

The Board of Trustees of the Village of La Grange regular meeting was called to order at 7:30 p.m. by President Asperger. On roll call, as read by Village Clerk Thomas Morsch, The following were present:

PRESENT: Trustees Holder, Horvath, Kuchler, Langan, Livingston, and Palermo

ABSENT: None

OTHERS: Village Manager Robert Pilipiszyn  
Assistant Village Manager Andrianna Peterson  
Village Attorney Mark Burkland  
Finance Director Lou Cipparrone  
Community Development Director Patrick Benjamin  
Public Works Director Ryan Gillingham  
Fire Chief William Bryzgalski  
Police Chief Mike Holub

2. PRESIDENT'S REPORT

President Asperger noted that there are several mini-workshop items under the Manager's Report segment of the agenda on the Use of In-Street Pedestrian Crossing Signage, Public Safety and Technology.

3. PUBLIC COMMENTS REGARDING AGENDA ITEMS

None

4. OMNIBUS AGENDA AND VOTE

- A. Ordinance (#0-11-09) – Resubdivision of Lots, 200 South Stone & 201 South Brainard
- B. Ordinance (#0-11-10) – Cost Recovery Amendments to the Village Code Regarding (1) Fire Department Plan Review Fees and (2) to Establish a Fee for Extrication Services Provided by the Fire Department

4-H

- C. Engineering Services Agreement – Baxter & Woodman – Detailed Engineering and Design Services for the Maple Avenue Relief Sewer Project – Bluff Avenue to La Grange Road
- D. Engineering Services Agreement – Baxter & Woodman – Detailed Engineering and Design Services for the Poplar Place Drainage Improvements
- E. Engineering Services Agreement – Baxter & Woodman – Street Condition Survey
- F. Furniture and Shade Purchase – Energy Efficiency and Facility Improvement Project – Public Works
- G. Resolution – Village Flexible Spending Account (FSA)
- H. Ordinance (#0-11-11) – Disposal of Surplus Property
- I. Minutes of the Village of La Grange Board of Trustees Public Hearing and Regular Meeting Monday, April 11, 2011
- J. Consolidated Voucher 1104125

It was moved by Trustee Langan to approve items A, B, C, D, E, F, G, H, I and J of the Omnibus Agenda, seconded by Trustee Holder.

Approved by roll call vote.

Ayes: Trustees Holder, Horvath, Kuchler, Langan, Livingston and Palermo  
Nays: None  
Absent: None

5. CURRENT BUSINESS

- A. Contract – Group Health and Life Insurance Renewal: Referred to Trustee Holder

Trustee Holder stated that the Village provides group health insurance coverage as a benefit to all full-time employees under a contract with Blue Cross/Blue Shield of Illinois which expires on April 30 2011. Trustee Holder explained how the Village experienced a period of stable health insurance premiums throughout the 1990's. However in 2000, the Village began to incur an upward trend in health insurance costs almost doubling worldwide.

Trustee Holder noted that having effectively managed our group health insurance expenses over the past decade, we did not anticipate a 25.5% initial renewal proposal that was presented to us by Blue Cross/Blue Shield. Assistant Village Manager Andrianna Peterson worked together with our broker in reviewing

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reports regarding utilization and was able to bring the renewal to 18.6%. The Village not being happy with that result continued to negotiate with Blue Cross/Blue Shield. Blue Cross/Blue Shield is willing to reduce the proposed renewal amount to 7.5% during the term of the benefit year, if the Village agreed to implement several plan design changes. This adjustment is in-line with our budget allocation for FY 2011-12.

Trustee Holder explained that analysis of the plan design changes will occur over the next 60-90 days. Given the additional time required to negotiate the renewal this year, Blue Cross/Blue Shield has agreed to adjust the open enrollment period from May 1, 2011 to May 31, 2011.

Our group life insurance is provided by Fort Dearborn Life through Blue Cross/Blue Shield and has agreed to a one-year contract with no increase in premiums.

It was moved by Trustee Holder to enter into a contract with Blue Cross/Blue Shield for group health insurance and Fort Dearborn for group life insurance effective May 1, 2011, seconded by Trustee Langan.

Trustee Livingston stated that historically the Village Board recognizes staff effort balancing employee benefits and asked if other plans were explored. Assistant Village Manager Andri Peterson explained that the Village did ask their broker to solicit alternate quotes from other providers. Some quotes came in slightly lower; however, there was not enough time to analyze these quotes.

Trustee Kuchler inquired about the enrollment period and how plan changes will be communicated to the employees. Andri stated that a letter would go out to the employees explaining the process and employee group health insurance meetings would be scheduled in the next 30 days to discuss various plan options and receive feedback from employees.

Trustee Horvath inquired about the net effect of the 18.6% premium increase. Andri replied that \$98,000 is the net effect for the entire year; however, \$24,000 is the net effect for the 3-month period. Finance Director Lou Cipparrone stated that the additional funds needed would come out of General Fund reserves and the FEMA reimbursement of \$56,000 from the snowstorm will be the offsetting revenue to the General Fund.

Trustee Kuchler asked if it was an option to increase employees' share of the contribution. It was noted that the Village could certainly look into that option.

Trustee Palermo inquired what the dollar impact would be to employees. It was noted that employees would see a \$28.00 increase per paycheck as compared to last year. Trustee Palermo also expressed concern that the Village would have to absorb the 18.6% increase. Village Manager Bob Pilipiszyn informed the Board to be aware of the balancing act between the cost containment plan and employee participation. Employees are already sharing in the sacrifice. However, given the impact of the group health insurance renewal on the Village's budget, there is no

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recourse but to ask employees to participate further in sharing the cost of providing this benefit.

Trustee Langan recommended that in order to stay within the budget plan for next year's renewal the Village should prepare an RFP for new insurance providers to be able to compare prices and receive feedback from employees regarding any plan changes. Trustees Horvath and Palermo agree that it is important to start the process for health insurance renewal earlier next year in order to receive the best possible coverage at a competitive price.

Approved by roll call vote.

Ayes: Trustees Palermo, Horvath, Kuchler, Langan, Livingston, and Holder  
Nays: None  
Absent: None

## 6. MANAGER'S REPORT

### A. Policy Discussion — Use of In-Street Pedestrian Crossing Signage

Village Manager Robert Pilipiszyn indicated that there were several items to review and consider this evening starting with a carry over item from January that is item A. Policy on In-Street Pedestrian Crossing Signs.

Director of Public Works Ryan Gillingham gave a brief introduction regarding the use of in-street pedestrian crossing signs within the Central Business District based on requests by the Police Department and residents. Ryan presented guidelines that should be used by staff when considering deployment of In-Street Pedestrian Crossing Signs throughout the Village such as the provisions of the Manual on Uniform Traffic Control Devices (MUTCD) shall be followed, the sign should only be used at key locations and the sign shall only be used at existing crosswalk locations.

Trustee Palermo expressed the need to use the signs as much as possible as weather permits especially in the Central Business District.

President Asperger stated that it was the consensus of the Village Board to support the In-Street Pedestrian Crossing Signs policy and directed staff to move forward and use the signs accordingly.

### B. Public Safety Mini-Workshop — Plan and Recommendation to Replace Fire Department Ladder Truck

Mr. Pilipiszyn provided an overview of how the functional consolidation of core public safety services is one of the Village Board's long-term complex strategic goals identified in January 2010. The Fire Chief has since conducted an investigation into the feasibility of replacing the truck company ladder truck with a different type of vehicle that would better serve the needs of the department.

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Mr. Pilipiszyn introduced Fire Chief Bill Bryzgalski to provide the framework of the investigation. Chief Bryzgalski stated that the Fire Department's 1993 Pierce truck company is scheduled to be replaced in FY2013-14. The estimated cost of replacement is approximately \$1.0 million. As part of the evaluation, we looked at the cost associated in maintaining the truck, and the response record for the apparatus over the past four years. Estimates indicate that \$18,000 in maintenance will be required to keep the apparatus operational. Because maintenance costs have risen dramatically, Chief Bryzgalski opined that replacing the ladder truck at this time would be more cost effective than maintaining it.

Chief Bryzgalski confirmed that the elimination of the ladder truck would not negatively impact mutual aid response requests for a ladder truck from surrounding communities.

The Chief proposes that the Village replace the ladder truck with a multi-purpose vehicle designed as a "tool box" that could respond to every call. The anticipated cost of this vehicle could be purchased within our existing financial resources and is expected to be budget neutral in the General Fund and the Equipment Replacement Fund.

The Fire Department proposes with the consensus of the Village Board to secure our mutual aid agreements to maintain a truck response within the Village, declare the ladder truck as surplus property and authorize its sale, establish a committee to develop specifications for a multi-purpose vehicle, and research other possible financial incentives.

President Asperger inquired as to the status of the Consolidation Study. Chief Bryzgalski indicated that discussion has not ensued regarding fire services but should be discussed with the committee within the next couple months. Bill also stated that three of the towns engaged in the consolidation study have trucks the same age, but only one other ladder truck is needed to serve the needs of the communities.

President Asperger requested Trustee thoughts on the proposal to replace Fire Department ladder truck. Discussion ensued among the Village Board including concerns with having a ladder truck available to the Village when necessary; the life expectancy of the fire service vehicles; the cost of maintenance repairs to prepare ladder truck for sale; the timeframe to purchase a new multi-purpose vehicle; and the reassurance that the Village has the necessary equipment available to them at all times.

President Asperger stated that it was the consensus of the Village Board to support the proposal to replace the Fire Department ladder truck with a new multi-purpose "tool box" vehicle.

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C. Technology Mini-Workshop — Geographic Information System (GIS)

Mr. Pilipiszyn provided an overview of the creation and adoption of an organization-wide technology plan as one of the Village Board's short-term complex strategic goals identified during the strategic planning session in January 2010.

In July 2010, the Village's management team participated in a technology workshop discussion with the Village Board to review the Village's current uses and future technology needs. The Village Board directed staff to continue to identify specific technology needs, consult with third party sources, and to do so economically. One of the specific technology needs identified by staff was mapping and information sharing.

Mr. Pilipiszyn requested Public Works Director Ryan Gillingham to provide the framework for the presentation. Mr. Gillingham stated that the purpose of the workshop was to introduce the concept of GIS technology and provide a demonstration of the technology; to discuss existing mapping operations and specific benefits to each Village Department of an integrated GIS system; discuss staff efficiencies and effectiveness as a result of the implementation of a GIS program; and to provide direction to Village Staff on the course of GIS within the Village.

Mr. Gillingham introduced Mr. Tom Thomey, owner and senior consultant of Municipal GIS Partners, Inc. who also is the founder of the GIS Consortium and will provide an overview and demonstration of GIS technology.

Mr. Thomey proceeded with a power point presentation which detailed GIS technology and local government; a demonstration of the MapOffice Advanced software; and an overview of the GIS Consortium.

At this point in the meeting, President Asperger opened discussion to the Board. The Board initiated numerous questions related to the presentation on GIS technology and local government and participation in the GIS Consortium. Mr. Gillingham and Mr. Thomey responded to their inquiries.

President Asperger requested thoughts from the Trustees on the implementation of a Village-wide GIS system to accomplish the Village's strategic technology goal of information sharing and mapping. Considerable discussion ensued among the Village Board including: concerns with what the overall cost savings would be; how to measure the projected hard cost savings to be derived from increased staff efficiency and productivity; and the effect on the consolidation of fire and police services.

At the conclusion of the discussion, it was the consensus of the Village Board to table the implementation of GIS technology for the time being. While the Board is intrigued and would like to go in this direction, budget constraints are currently such that the Village Board is not comfortable with making a commitment to such an expense at this time.

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President Asperger thanked Mr. Thomey for his presentation and stated that the Village may revisit GIS technology some time in the future.

7. PUBLIC COMMENTS REGARDING MATTERS NOT ON AGENDA

None.

8. EXECUTIVE SESSION

A. Closed Session - Matters Related to Collective Bargaining

President Asperger indicated that there would be a motion to adjourn to closed session immediately following this meeting and the Village Board would not reconvene to open session as no formal action would occur.

Trustee Langan moved to adjourn to closed session to discuss matters related to collective bargaining, seconded by Trustee Palermo. Motion approved by voice vote.

9 TRUSTEE COMMENTS

Trustee Livingston acknowledged the amount of staff time involved in negotiating health care coverage for employees and thanked Ms. Peterson for her hard work and determination that goes into these discussions.

10. ADJOURNMENT

At 9:35 p.m. it was moved by Trustee Langan to adjourn, seconded by Trustee Palermo. Motion approved by voice vote.

\_\_\_\_\_  
Elizabeth M. Asperger, Village President

ATTEST:

\_\_\_\_\_  
Thomas Morsch, Village Clerk

Approved Date:

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4-14-6

MINUTES

VILLAGE OF LA GRANGE  
BOARD OF TRUSTEES MEETING  
Village Hall Auditorium  
53 South La Grange Road  
La Grange, IL 60525

Monday, May 2, 2011 - 7:30 p.m.

1. CALL TO ORDER AND ROLL CALL

The Board of Trustees of the Village of La Grange meeting was called to order at 7:30 p.m. by President Asperger. On roll call, as read by Village Clerk Thomas Morsch, the following were:

PRESENT: Trustees Holder, Horvath, Kuchler, Langan, Livingston, and Palermo with President Asperger presiding.

ABSENT: None

OTHERS: Assistant Village Manager Andrianna Peterson  
Community Development Director Patrick Benjamin  
Finance Director Lou Cipparrone  
Public Works Director Ryan Gillingham  
Fire Chief Bill Bryzgalski  
Police Chief Mike Holub

2. RECOGNITION OF CITIZEN VOLUNTEERS

President Asperger stated that the agenda for this evening's meeting would only consist of recognition to citizen volunteers who have rendered thoughtful and dedicated service to the Village by participating on various advisory boards and commissions over the past year. Sincere thanks are extended to those individuals who share their time, talent, ideas and feedback on numerous issues that come before Board.

President Asperger explained that each Trustee along with Village staff would give a brief synopsis of the functions of each advisory board and commission, announce the names of the members along with their years of service.

Board of Fire and Police Commissioners (3-year term, 3 members)

Police Chief Mike Holub stated that in accordance with State Statute, the Board of Fire and Police Commissioners oversee certain personnel matters within the Fire and Police Departments. They are responsible for the initial appointment of all full-time firefighters/paramedics and police officers; they make promotional appointments; and

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administer disciplinary action. To fill vacancies due to a resignation within the Fire Department, the Board of Fire and Police Commissioners subsequently approved a promotion to the rank of Fire Lieutenant and hired one firefighter/paramedic.

Currently the Board of Fire and Police Commission is in the process of developing a new Firefighter/Paramedic Eligibility Register to replace the list due to expire in June 2011. Chief Holub added that this past year the Board of Fire and Police Commissioners created a new Police Sergeant Eligibility Register and a new patrol Officer Eligibility Register to replace the expired list.

Members are: Mark A. Lies, II, Chairman – 12 years of service; Wayne Vantluka 5 years of service, and Kathy Schwappach – 1 year of service.

Community & Economic Development Commission (3-year term, 9 members)

Trustee Kuchler noted that this commission considers and makes recommendations to the Village Board regarding economic development issues and matters related to the relationships between residential neighborhoods and commercial business districts. Trustee Kuchler added that this commission has considered and offered recommendations relating to the renovation of the La Grange Theater along with residential and business concerns in the West End corridor.

Members are: Taylor Jaeger, Chairwoman – 15 years of service; Roger Laven – 20 years of service; Steve Palmer 11 years of service; Margaret Carlson; Mark Reich; Elizabeth Stiles and Lester Williams all serving for 4 years; Richard Holly and John Stewart serving for 2 years.

Design Review Commission (3-year term, 7 members)

Trustee Livingston explained that the Design Review Commission reviews matters related to the Central Business District Façade Renovation / Restoration Program. The commission also reviews and offers recommendations to the Village Board on design review applications within the Design Overlay District and reviews appeals regarding the denial of sign permits.

Trustee Livingston listed the permit applications reviewed in this fiscal year and explained that the commission's responsibilities have been expanded to include public art. The commission has developed a public art policy and related programming guidelines and draft documents are in the process of being finalized for the proposed establishment of a Public Art Commission.

Members are: Andrea Barnish, Chairwoman – 19 years of service; Regina Mc Linton – 20 years of service; Mark Ozer – 9 years of service; Tim Reardon – 4 years of service; Michael Thuma and Carol Visek 2 years of service; and Troy Pavelka 1 year of service.

4-I.1

Environmental Quality Control Commission – (2-year term, 7 members)

Trustee Horvath explained how this commission has become increasingly active with the heightened public awareness of environmental issues and “green” initiatives. The Commission has offered recommendations relating to the Emerald Ash Borer; Energy Star Benchmarking Program; quarry blasting; recycling and refuse disposal; and energy efficiency grants.

Trustee Horvath added that the Commission is in the process of evaluating various refuse collection and disposal program options in anticipation of the Village’s waste contract renewal in 2012.

Members are: Glenn Wentink, Chairman – 23 years of service; Harlan Hirt – 37 years of service; Patty Weber – 31 years of service; Richard Battistoni – 21 years of service; F. Peter Gabrek – 12 years of service; and Linda Christianson – 2 years of service.

Plan Commission – (3-year term, 7 members)

Trustee Holder explained that the Plan Commission reviews and recommends applications submitted for special use permits, planned development approval, site plan approval, amendments to the Zoning Code, vacation of public-rights-of-way, and subdivision plats. The Plan Commission recently conducted public hearings and considered issues related to amendments to the use lists in the office, institutional buildings and industrial districts; amendments to the single family districts related to accessory structures consideration of a bed and breakfast facility; and a workshop discussion of the planned development ordinance and open space district.

Future discussions will embark on a review of the remaining sections of the Zoning Code to complete a comprehensive update of the Code.

Trustee Langan introduced the following members: Wayne Kardatzke, Chairman – 16 years of service; Jerry Reich 11 years of service; Tom Williams – 4 years of service; Laura Weyrauch, Vice Chairwoman – 4 years of service; Greg Paice – 3 years of service; Jeff Nowak – 2 year of service; and Nancy Pierson 1 year of service. It was noted that Jeff Nowak was recently elected as Village Trustee.

Trustee Langan noted that Mr. Jeff Nowak will be sworn in as Village Trustee at the Village Board meeting on Monday, May 9, 2011.

Zoning Board of Appeals – (5-year term, 7 members)

Trustee Palermo stated that the Zoning Board of Appeals reviews applications for relief from one or more requirements of the Village’s Zoning Code, conducts public hearings and makes recommendations to the Village Board regarding those applications for zoning variations. Trustee Palermo noted some typical requests discussed and reviewed by the Zoning Board of Appeals include front, side and rear yard setbacks for single-family

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homes; building coverage for single-family homes; building coverage and setbacks for the replacement of detached garages.

Members are: Ellen Brewin, Chairwoman – 17 years of service; Nat Papparlarado – 28 years of service; Ian Brenson – 5 years of service; Rosemary Naseef – 4 years of service; Peter O'Connor 2 years of service; Jeff Hoffenberg and Michael Finder – 1 year of service.

President Asperger announced that the Village Board would also like to thank several citizen volunteers who hold appointed positions and requested members of staff to recognize these individuals.

Police Chief Holub, on behalf of the Village, expressed his gratitude to the Police Auxiliary Force and Jim Liotta who has served on the Auxiliary Police Force for over 28 years, the last 17 years as Director.

Assistant Village Manager Andrianna Peterson expressed the Village's gratitude to Curtis Linder who has represented the Village of La Grange by serving as a Trustee on the West Suburban Mass Transit District. This organization provides financial assistance to member communities to implement commuter-related improvements. Mr. Linder has served on the Board since 2009.

Fire Chief William Bryzgalski expressed the Village's gratitude to Alex Kramer who serves on the Firemen's Pension Board as an advisory member. Chief Bryzgalski noted that the Firemen's Pension Board was created according to Illinois State Statute to review pension investment activity and evaluate disability claims along with matters of an operational nature. Mr. Kramer was appointed and has served on the Board since October 2010.

Before adjourning, Village President Asperger and the Village Board graciously thanked the advisory boards and commissions and invited them to attend a reception at Santiago's whereby personal thanks could be conveyed.

### 3. ADJOURNMENT

At 7:50 p.m. the Village Board adjourned.

Elizabeth M. Asperger, Village President

ATTEST:

Thomas Morsch, Village Clerk

Approved Date

**CURRENT BUSINESS**

VILLAGE OF LA GRANGE  
Community Development Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
Patrick Benjamin, Community Development Director

DATE May 9, 2011

RE: **SPECIAL EVENT - LA GRANGE BUSINESS ASSOCIATION "AHHH!  
LA GRANGE" CARNIVAL**

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The La Grange Business Association has presented the attached request for approval of the "Ahhh! La Grange" carnival which is scheduled to commence on June 3<sup>rd</sup>.

The "Ahhh! La Grange" carnival, as conducted in the past, is to be held the weekend of the Pet Parade, June 3 – June 5, 2011. The carnival will be held on Harris Avenue between La Grange Road and Ashland Avenue. This location is identical to the one used in recent years. It has been very effective and has resulted in a clear and open midway for fun and enjoyment by all. The requested hours of operation are as follows:

<b>DAY/ACTIVITY</b>	<b>REQUESTED HOURS</b>
Friday, June 3 - Carnival	5:00 p.m. to 10:00 p.m.
Saturday, June 4 - Carnival	11:30 a.m. to 10:00 p.m.
Sunday, June 5 - Carnival	12 noon to 7:00 p.m.

For the past two years the sale of alcoholic beverages was responsibly managed by the La Grange Business Association and again well received by the public and generated additional revenue for the Association. Therefore, the La Grange Business Association is requesting the authorization to sell beer and wine during the operating hours of the event. The sale and service of liquor will be conducted by a licensed caterer. The La Grange Business Association will staff the entrances to ensure that no liquor enters or leaves the premises and will also monitor its consumption across the carnival grounds. As this is a family oriented event, the presentation of liquor will be muted.

5-A

The La Grange Business Association is also requesting the use of Village Parking Lot 8. This lot will be utilized by local restaurant vendors for an enhanced weekend experience.

We are supportive of the efforts and success of past years' events and recommend approval of the request for the "Ahhh! La Grange" carnival subject to the following conditions:

1. That all licenses, permits, hold harmless, and insurance coverages be obtained to the satisfaction of the Village;
2. That all suitable control over the sale of beer and wine be imposed subject to the approval of the Liquor Commissioner;
3. That LGBA representatives notify the Senior Center and all affected businesses of the pending event no less than two weeks prior to setup. (The La Grange Business Association advises that they have already coordinated with Cossitt School administration) ;
4. That the carnival setup crew will leave an approximate 10 foot travel lane along the south parking lane of Harris Avenue and the west side of Madison Avenue open for Thursday, June 2<sup>nd</sup> and Friday, June 3<sup>rd</sup> to allow for the pick-up and drop-off of children during school hours;
5. That the organizers meet and maintain contact with staff of all related Departments in the Village to determine specifics of the operation and set-up of the event;
6. That the Village maintains final approval of sites, security, parking and utility plans;
7. That all costs incurred by the Village be billed to the La Grange Business Association.

If you concur with this request, the Village will need to formally approve the temporary closure of Harris Avenue from La Grange Road to Ashland Avenue; waive restrictions which prohibit the consumption of alcohol on the public way; waive restrictions for the outdoor display and sale of goods and services in the C-1 Zoning District; and approve carnival rides as a Temporary Use.

5-A.1

Separately, the Liquor Commissioner will need to consider the granting of a temporary liquor license for this event and could impose any additional restrictions deemed appropriate.

Representatives from the La Grange Business Association will be in attendance at your meeting to answer any questions you may have.

It is our recommendation the “Ahhh! La Grange” carnival be approved as described herein, subject to the above conditions.

5-A.2

April 12, 2011



Mr. Patrick Benjamin  
Director of Community Development  
53 South La Grange Road  
La Grange, IL 60525

Dear Mr. Benjamin:

The La Grange Business Association is requesting approval from the Village of La Grange to conduct our annual programs for Summer 2011. The events include, Ahhh! La Grange Carnival and the Craft Fair. Below you will find a synopsis of the event and the resources needed from the village. The current LGBA Board has been working tirelessly on enhancing current events and creating marketing opportunities for businesses to maintain a thriving business district. We are grateful and appreciative of the partnership we have with the Village and the priority you place on making the business district successful.

### **Ahhh! LA GRANGE CARNIVAL June 3 - June 5**

#### **Date/Hours of Operation**

- June 3, 2011 – Carnival set up 7am
- June 3, 2011 - Carnival opens 5:00pm-10:00pm
- June 4, 2011 - Carnival opens 11:30am-10:00pm
- June 5, 2011 - Carnival opens Noon-7:00pm
- June 6, 2011 -Carnival breakdown complete by 6:00am

#### **Logistics**

- Harris Avenue between Ashland & La Grange Road
- Cossitt School parking lot for event parking beginning Friday at 6:00pm (Cossitt has approved and we have worked out details of traffic flow)
- Portable sinks, toilets and waste receptacles will be provided by licensed contractors

The LGBA will notify businesses & the senior center of the impending event & all event details.

#### **Village Services Requested**

- The use of Harris Avenue between Ashland & La Grange Road Friday, June 3<sup>rd</sup> at 6:00am through Monday, June 6<sup>th</sup> at 6:00am.
- Police coverage for the hours of operation of the event, plus one half hour after closing for banking purposes.
- Assistance of the Dept. of Public Works to assist road closures, street sweeping (including Cossitt lot)
- Inspection by the Fire Department of rides & general safety issues
- Inspection by the Community Development Department for health and sanitation for food service.

Carnival: The carnival is intended to be a family event with thrill rides, adult rides, a large section of kid's rides & games. The carnival will serve food and non-alcoholic beverages. Windy City Amusements will provide the carnival, food booths & games. We continue to have a strong relationship with Windy City, and they are familiar with our expectations and with all Village ordinances necessary for them to operate a successful carnival.

5-14.3

Additionally this year, we are requesting a special permit for the sale of beer and wine during the carnival operating hours. This will be provided by a registered, local caterer. The LGBA will provide security at all entrances of the carnival for monitoring purposes. We are also looking into securing live, local musical acts to bring a bigger draw to the Village for that weekend.

**37<sup>th</sup> ANNUAL DOWNTOWN LAGRANGE CRAFT SHOW**

**Date/Hours of Operation**

JULY 9 & 10  
SATURDAY: 9 A.M. TO 6 P.M.  
SUNDAY: 10 A.M. TO 5 P.M.  
200 EXHIBITORS & FOOD

Thank you again for your continued partnership and please do not hesitate to call me with questions.

Sincerely,

**Ryan Williamson**  
President

5-A.4

VILLAGE OF LA GRANGE  
Community Development Department

**BOARD REPORT**

TO: Village President, Village Clerk,  
Board of Trustees and Village Attorney

FROM: Robert J. Pilipiszyn, Village Manager  
Patrick Benjamin, Community Development Director

DATE: May 9, 2011

RE: **SPECIAL EVENT -- LA GRANGE ART & CRAFT FAIR**

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Attached is a request from the La Grange Business Association through its contracted service provider, Midwest Art and Craft Fairs, Inc., to hold the 37<sup>th</sup> Annual La Grange Art and Craft Show on Saturday, July 9<sup>th</sup>, from 9:00 a.m. to 6:00 p.m. and Sunday July 10<sup>th</sup>, from 10:00 a.m. to 5:00 p.m. The La Grange Business Association is proposing the same coverage area used during the past few years; the east and west sides of La Grange Road (Burlington Avenue to Cossitt Avenue), Harris Avenue (La Grange Road to Ashland Avenue), the Village parking lots on the north side of Harris Avenue (between Madison and Ashland Avenues) and Madison Avenue (Harris Avenue south to just north of the entrance to the parking located at Harris and Madison Avenues). This location for the event has resulted in positive comments from the public, crafters and area businesses.

Village staff has reviewed the request and recommends approval of the event subject to the following conditions:

1. That all licenses, permits and insurance coverages be obtained to the satisfaction of the Village; and
2. That the Village maintains final approval of site, security, parking and utility plans;
3. That a Hold Harmless Agreement, be signed by Midwest Art & Craft Fairs and the La Grange Business Association;
4. The organizer is to notify all affected businesses and the Senior Center, in writing, of the proposed street closure no less than two weeks prior to the event.

5-B

5. Portable toilets are to be delivered late Friday afternoon, preferably after 5 p.m. The portable toilets and dumpsters are to be removed before the start of business at 8 a.m. on Monday, July 11<sup>th</sup>.
6. That all costs incurred by the Village for materials and labor (trash liners and overtime) be reimbursed by the La Grange Business Association.
7. Vendors are to be specifically notified that no displays of merchandise are to be placed in Village planters.

If you concur with this request, the Village Board will formally need to approve the closure of Harris Avenue west of La Grange Road to Ashland Avenue and Madison Avenue from Harris south to just north of the Madison Avenue entrance to parking lot 8 located at Harris and Madison Avenues, and the closure of Village Parking Lots 3 and 4 on each side of the Senior Center.

Representatives of the La Grange Business Association will be in attendance at the Board Meeting and will be available to answer any further questions you may have.

This event brings thousands of visitors into our downtown and it is often considered one of the bigger shopping days of the summer by many downtown businesses. Accordingly, we recommend that the Village Board approve the 2011 La Grange Art and Craft Fair as outlined above.

Midwest Art & Craft Fairs, Inc.

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P. O. Box 455  
Lemont, Illinois 60439

**N. Renae Schueneman**  
(630)739-1071  
www.midwestartcraft@sbcglobal.net  
March 22, 2011

Village of LaGrange  
Patrick Benjamin  
53 S. LaGrange Road  
LaGrange, Il. 60525

RE: 37<sup>TH</sup> ANNUAL DOWNTOWN LAGRANGE CRAFT SHOW, JULY 9 & 10, 2011

Dear Pat,

Please find attached a letter to be used when meeting with the Village of LaGrange city officials to request permission for the LGBA to host the 37<sup>th</sup> Annual Downtown LaGrange Craft Show on July 9 & 10, 2011. This is basically the same letter that I have used for many years. Also, I have sent a copy to Ryan Williamson, the LGBA President.

Upon the city's approval, please forward the "hold harmless" agreement for my signature. My insurance certificate will be sent to you after May 23, 2011.

If you have any questions, please contact me.

Sincerely,



N. Renae Schueneman

5-B.2

Midwest Art & Craft Fairs, Inc.

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P. O. Box 455  
Lemont, Illinois 60439

**N. Renae Schueneman**  
(630)739-1071  
midwestartcraft@sbcglobal.net

37<sup>TH</sup> ANNUAL DOWNTOWN LAGRANGE ART & CRAFT FAIR, JULY 9 & 10, 2011

**LOCATION:** EAST AND WEST SIDES OF LAGRANGE ROAD (BURLINGTON TO COSSITT), HARRIS AVENUE (LAGRANGE ROAD TO ASHLAND), PARKING LOTS ON NORTH SIDE OF HARRIS AVENUE (BETWEEN MADISON AND ASHLAND) AND MADISON AVENUE (HARRIS AVENUE SOUTH TO JUST NORTH OF ENTRANCE TO PARKING LOT LOCATED AT HARRIS AVENUE AND MADISON AVENUE)

**HOURS OF SHOW:** SATURDAY: 9 A.M. TO 6 P.M.  
SUNDAY: 10 A.M. TO 5 P.M.

**INSURANCE:** 3M LIABILITY: ADDITIONAL INSURED VILLAGE OF LAGRANGE AND LGBA

**HOLD HARMLESS AGREEMENT:** TO BE DRAFTED BY VILLAGE OF LAGRANGE AND SIGNED BY MIDWEST ART & CRAFT FAIRS, INC. AND LGBA

**NOTIFICATION TO BUUSINESSES ON HARRIS:** LGBA TO DRAFT LETTER TO BUSINESSES LOCATED ON HARRIS BETWEEN LAGRANGE ROAD AND ASHLAND INFORMING THEM THAT HARRIS WILL BE CLOSED FROM 2 A.M., SATURDAY, JULY 9 TO 7 P.M. SUNDAY, JULY 10. THE LETTER IS TO BE HAND DELIVERED TO THE BUSINESS OWNERS PER PAT BENJAMIN.

**DUMPSTERS:** A DUMPSTER IS TO BE PLACED ON MADISON (WEST SIDE) OPPOSITE THE DRIVEWAY TO THE PARKING LOT ON THE EAST SIDE OF MADISON.

**SET-UP:**

- 1) THE TWO LOTS ON THE NORTH SIDE OF HARRIS AVENUE BETWEEN LAGRANGE ROAD AND ASHLAND NEED TO BE CLOSED BY 2 A.M. ON SATURDAY, JULY 9, SO THEY CAN BE PREPARED FOR THE CRAFT SHOW.
- 2) HARRIS AVENUE FROM LAGRANGE ROAD TO ASHLAND AVENUE AND MADISON AVENUE FROM HARRIS TO ENTRANCE TO PARKING LOT NEED TO BE CLOSED OFF BY 2 A.M. ON SATURDAY, JULY 9.

5.13.3

\*\*\*\*\*IT WOULD BE APPRECIATED IF THE POLICE DEPARTMENT WHEN CLOSING OFF THE STREETS WOULD CONTACT THE OWNERS OF THE VEHICLES STILL PARKED ON THE STREETS OR IN THE TWO CLOSED PARKING LOTS TO MOVE THEIR VEHICLES.

- 3) THE STAGING OF ARRIVAL OF EXHIBITORS WHICH WILL BEGIN AT 4:30 A.M. ON SATURDAY, JULY 9, WILL BE ASHLAND AVENUE BETWEEN HARRIS AVENUE AND COSSITT AVENUE.
- 4) PERMISSION IS ALSO NEEDED FOR EXHIBITORS TO PARK VEHICLES AT THE CURB ON THE WEST SIDE OF LAGRANGE ROAD FROM BURLINGTON AVENUE SOUTH TO THE ALLEY IN ORDER TO UNLOAD THEIR VEHICLES BETWEEN 4:30 A.M. AND 9:00 A.M. SATURDAY, JULY 9, AND 7:00 A.M. TO 10:00 A.M. SUNDAY, JULY 10.

BREAKDOWN: BEGINS AFTER 5 P.M. SUNDAY AND SHOULD BE COMPLETED BY 7 P.M.  
ALSO PERMISSION IS NEEDED FOR EXHIBITORS TO BE ABLE TO PARK ON THE WEST SIDE OF LAGRANGE ROAD FROM BURLINGTON AVENUE SOUTH TO THE ALLEY SATURDAY, JULY 9, FROM 6 P.M. TO 8 P.M. AND SUNDAY, JULY 10, FROM 5 P.M. TO 7 P.M.

SITE PLAN: LISTINGS:  
1) LOCATION OF EXHIBITS  
2) LOCATION OF PORTABLE TOILETS  
3) LOCATION OF GARBAGE DUMPSTERS  
4) LOCATION OF GARBAGE CANS  
5) LOCATION OF BARRACADES  
\*\*\*\*\*WILL BE PROVIDED TO VILLAGE OFFICIALS

DEBRIS REMOVAL: THE LGBA HAS AGREED TO PAY THE COSTS INCURRED BY THE CITY (CLEAN-UP TO BEGIN AFTER 7 P.M. ON SUNDAY)

PARKING: ARRANGEMENTS HAVE BEEN MADE TO USE THE PARKING LOT AT COUNTRYSIDE PLAZA FOR EXHIBITOR VEHICLES AND TRAILERS.  
A SCHOOL BUS WILL BE USED TO TRANSPORT EXHIBITORS TO AND FROM THE DOWNTOWN AREA  
\*\*\*\*PERMISSION WILL ALSO BE NEEDED BY THE VILLAGE OF LAGRANGE TO USE THE COMMUTER LOT LOCATED AT BRAINARD AND BURLINGTON FOR OVERNIGHT PARKING FOR THOSE EXHIBITORS WITH CAMPERS.

5-13.4

FOOD VENDORS: A LIST OF FOOD VENDORS WILL BE PRESENTED TO PATRICK BENJAMIN AND THE ENVIRONMENTAL HEALTH OFFICER. ALL FOOD VENDORS WILL BE CONTACTED TO INFORM THEM OF THE LICENSING PROCEDURE.

SECURITY: AN OFF DUTY POLICE OFFICER(S) WILL BE HIRED TO PATROL THE EXHIBIT AREA FROM 7 P.M. SATURDAY TO 7 A.M. SUNDAY.

ADVERTISING,  
POSTERS,  
FLYERS,  
PORTABLE  
TOILETS AND  
DUMPSTERS: WILL BE PROVIDED BY MIDWEST ART & CRAFT FAIRS, INC.

CABLE: WILL BE PROVIDED BY LGBA

VILLAGE OF  
LAGRANGE: "LOT CLOSED" SIGNS FOR PARKING LOTS AND THE CLOSING OF HARRIS AVENUE AND MADISON AVENUE. THE POLICE DEPARTMENT HAS PROVIDED THIS SERVICE IN THE PAST.

5-B.5

**OATH OF OFFICE  
AND  
SEATING OF NEWLY ELECTED  
AND  
RE-ELECTED  
VILLAGE OFFICIALS**

VILLAGE OF LA GRANGE  
Administrative Offices

**BOARD REPORT**

TO: Village President, Board of Trustees and  
Village Attorney

FROM: Thomas Morsch, Village Clerk

DATE: May 9, 2011

RE: **OATH OF OFFICE – NEWLY ELECTED AND RE-ELECTED  
VILLAGE TRUSTEES**

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At this point in the meeting, the Village Clerk will individually administer the oath of office to each of the three Village Trustees elected on April 5, 2011, beginning with the newly elected trustee followed by the re-elected trustees. They are: Jeff Nowak, Mark Kuchler (re-elected), and James T. Palermo (re-elected).

The following oath of office will be recited by each Trustee:

"I, \_\_\_\_\_, having been elected to the office of Trustee in the Village of La Grange in the County of Cook do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Trustee to the best of my ability."