

BOARD OF TRUSTEES MEETING

Tuesday, January 27, 2026 at 7:00 PM
Village Hall Board Room 118 W. Cook Avenue Libertyville, IL 60048

MINUTES

1. Roll Call

Mayor Johnson called to order a meeting of the Board of Trustees at 7:07 p.m. Those present were Mayor Donna Johnson, Village Trustees Scott Adams, Pete Garrity, Matt Krummick, Casey Rooney, Kara Macdonald, and Andrew Herrmann. Also in attendance were Village Clerk Margaret Clark, and Village Attorney Hart Passman.

Mayor Johnson offered a moment of silence for Alex Pretti and his family and to recognize International Holocaust Remembrance Day.

2. Items Not on the Agenda | *Presentation of items not on the Agenda will be limited to three (3) minutes*

Mayor Johnson asked for public comment for items not on the agenda:

Sandy Hart, 455 Pine Ct Lake Bluff, is the Lake County Board Chair. She said she was here to say thank you to Mayor Johnson and the Board for passing the agreement for the dissolution of the Avon Freemont Drainage District. The Lake County Board thanked the Village Board for this partnership. The County has identified units of government that are taxing residents that have become redundant and was grateful to work with this Board to offer relief.

Jon Monroe, 224 McKinley, came to thank the Mayor and Board for the great new crosswalk on Milwaukee Ave at Maple. He knows it was a lot of work and he has heard from many people in the Village how helpful this has been. It now feels safe to cross. He thanked Director Kendzior and Trustee Krummick for their full support of this effort. He thanked Trustees Garrity and Adams for listening and for doing their due diligence. He thanked the Mayor for her leadership. Mr. Monroe said the Board put the good of the community first and he is very grateful for them all.

Mayor Johnson acknowledged how Mr. Monroe was an advocate for this work and she thanked him for his work as well.

Carol Nissen, 1028 Dawes, here to let us know that she opposes the redevelopment of the Bakers Square as a cannabis dispensary. It is traveled by so many children and that location is too prominent, and she fears the effect it will have on the area. She asked that the Board please be protective of the neighborhood when writing the text amendment.

Mary Kate Albrecht, 517 Hemlock, said she was here representing a large group of residents who live nearby the proposed cannabis dispensary location. They are concerned. This objection reflects the voice of many. She stressed the location is incompatible with the residential nature of the area. She said they will continue to show up and make our voices heard because they care. She asked to Board to please respect their community.

Mayor Johnson said it has been through the Appearance Commission and next is Planning and Zoning. She explained that people have a right to submit filings and then it is up to the Village to determine if the use is appropriate.

Chris Albrecht of 517 Hemlock spoke about proposed dispensary. He asked Mayor Johnson to consider if this makes Libertyville a great place to live. He said he was here representing many other families with small children who were unable to attend tonight.

Mr. Albrecht listed some of the impacts about which he is concerned:

1. Negative impact to the perception of Libertyville. It is the primary entrance to his neighborhood.
2. There are public safety concerns as GreenTree park is just down the road. There certainly will be people using these products in this park and it will negatively impact the family users, he said.
3. There is a diverse clientele in that commercial development and introducing a dispensary will negatively impact those other business.

Mr. Albrecht said he is pro neighborhood and this dispensary can be located elsewhere. He respectfully urged the Board to vote against the proposal.

Mayor said Feb 9th meeting at the Civic Center will be a good opportunity to speak on this for others who are interested. She thanked them for coming.

3. Omnibus Vote Agenda

A. Summary of Omnibus Vote Agenda Items

Mayor Johnson presented the Omnibus Vote Agenda and asked if there were any items requested for removal by the Village Board or any Board questions on items. There were none.

- B. Approval of Minutes of the January 13, 2026 Village Board Meeting
- C. Bills for Approval
- D. **RESOLUTION NO. 26-R-12:** A Resolution to Approve a Special Event in Sunrise Rotary Park – St. Joseph Church
- E. **RESOLUTION NO. 26-R-13:** A Resolution to Approve a Professional Services Agreement with Christopher B. Burke Engineering, Ltd. for the Riverside Park Master Plan
- F. **RESOLUTION NO. 26-R-14:** A Resolution to Approve a Contract with Sewertech, LLC for the 2026 Sewer Cleaning and Televising Program
- G. **RESOLUTION NO. 26-R-15:** A Resolution to Waive Competitive Bidding and Approve a Contract with Lakeland/Larsen Elevator Corporation for Elevator Inspections, Maintenance and Repairs
- H. **RESOLUTION NO. 26-R-16:** A Resolution to Approve a Bill of Sale and Accept Certain Public Improvements for the Libertyville 45 Corporate Center Development
- I. **RESOLUTION NO. 26-R-17:** A Resolution to Approve a Contract with Milieu Design, LLC for the FY 2026/27 Landscape Maintenance & Mowing Program – Part A

- J. **RESOLUTION NO. 26-R-18:** A Resolution to Approve Change Order No. 1 with Independent Mechanical Industries, Inc. for Replacement Valve Installations at the Wastewater Treatment Plant
- K. **ORDINANCE NO. 26-O-02:** An Ordinance Granting a Variation from Section 26-4-7.5 of the Libertyville Zoning Code for Lot Coverage - 122 Johnson Avenue
- L. **ORDINANCE NO. 26-O-03:** An Ordinance Granting a Variation from Section 26-13-9.2 of the Libertyville Zoning Code Regarding the Height of a Fence – 322 S. Stewart Avenue
- M. **ORDINANCE NO. 26-O-04:** An Ordinance Granting a Variation from Section 26-4-8.5 of the Libertyville Zoning Code Regarding the Front Yard Setback - 323 North Avenue
- N. **ORDINANCE NO. 26-O-05:** An Ordinance Granting a Variation From Section 26-11-9 of the Libertyville Zoning Code to Reduce the Minimum Required Setback for Signage – 375 W. Winchester Road
- O. **ORDINANCE NO. 26-O-06:** An Ordinance Granting a Variation from Section 26-4-7.5 of the Libertyville Zoning Code – 426 E. Sunnyside Avenue
- P. ARC Report

Motion made by Village Trustee Adams to approve the Omnibus Vote Agenda, Seconded by Village Trustee Garrity.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

REGULAR AGENDA

4. **RESOLUTION NO. 26-R-19: A Resolution Affirming the Pre-Qualified General Contractors for the Construction of the New Libertyville Police Station Building**

A Pre-qualification Request for Proposals (RFP) for contractors for the New Police Department building was issued at the end of October, 2025. Upon receiving nine (9) pre-qualified submittals, they were reviewed and six (6) of the nine (9) firms were selected for interviews with the Village's selection panel.

At the end of the interviews, it was determined that four (4) firms are recommended to be prequalified to bid for the construction of the new Libertyville Police Department building. The firms (in no certain order) are: Camosy Construction Inc., Henry Bros. Company, Path Construction Company, Inc. and R.C. Wegman Construction Company.

All four (4) firms have exhibited the necessary financial strength, experience, capacity and resources, safety and quality approach, and staff capabilities to successfully complete the project. The Fire and Police Committee reviewed the summary report from CCS, the Village's Owner's representative on January 20, 2026 and agreed with this recommendation.

Staff recommends approval of this resolution to affirm this selection.

Mayor Johnson asked for public comment on Agenda Item 4. There was none.

Mayor Johnson asked for Board comment:

Trustee Krummick complemented CCS for the great work on the prequalification list. There is definitely value in bringing the CCS in on this.

Trustee Garrity said the process on this has been impeccable.

Trustee Adams said it is nice to have four great companies.

Trustee Rooney echoed the compliments to CCS. She stressed that this has been thoroughly vetted and the Village could not have put more sunlight on this process.

Trustee Macdonald said she attended the Police and Fire Commission meeting and this was discussed thoroughly. This is a very aggressive timeline and she is glad we are passing this hurdle.

Trustee Herrmann thanked CCS.

Mayor Johnson wanted to add CCS is the owners rep and they have done a great job. The Village architect, FGM, is from our community and is a phenomenal. The Mayor also thanked Administrator Amidei and Chief Roncone for all of their work. This team has done a fabulous job.

Motion made by Village Trustee Rooney to approve the Resolution, Seconded by Village Trustee Adams.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

5. RESOLUTION NO. 26-R-20: A Resolution to Approve a Special Event Request from the Libertyville Civic Center Foundation for Libertyville Days 2026

The Libertyville Civic Center Foundation (LCCF) has requested the use of Village property for the 2026 Libertyville Days Festival to be held on June 18-21, 2026.

Staff has reviewed the application and recommends the following for management of the event as part of the recommended Village Board approval:

LCCF will meet with Fire and Police Staff to coordinate potential weather emergency plans and designate one on-site coordinator during the event for emergency communications that will be responsible for all communication with vendors and service providers in the event of an emergency shut-down (and any possible re-start).

Carnival rides on Saturday, June 20, 2026 will begin operation after the parade has passed the carnival area.

Parade fencing will be provided in the downtown prior to the parade. The parade date is approved, however the continued requirements for the parade will be reviewed in a subsequent meeting with Village staff.

LCCF will coordinate placement of tents in Cook Park with the Village to avoid sprinkler system damage. (No spray paint may be used on Village property).

LCCF agrees to reimburse the Village for any damage in Cook Park and Sunrise Rotary Park in a timely manner, if requested by the Village.

LCCF will use Libertyville businesses whenever possible.

An emergency access point is needed and this will be reviewed with LCCF prior to the event.

LCCF will provide a certificate of insurance and submit a Special Event Application.

LCCF will apply for the appropriate Village and State Liquor License.

LCCF will coordinate with the Chief of Police the posting of signs indicating no concealed weapons allowed and human trafficking per state law.

LCCF will reimburse the Village for one-half of the Police operation related expenses associated with the festival. The Village will provide Public Works set-up services to assist with the parade.

A minimum five (5) foot setback from structures will be required for all carnival rides.

The final layout of carnival ride locations, and street closures in Sunrise Rotary Park will be reviewed at an upcoming Parks & Recreation Committee meeting and therefore permission to utilize this area for rides will be approved separately.

Staff recommends Village Board approval of the Resolution for use of Village property and approval of the special event application for the event from June 18-21, 2026 subject to the conditions as detailed.

Representatives from the Civic Center were present and came to the podium. They thanked everyone for the support. The last few years have been very successful. The senior center support has been so helpful as it has grown.

Mayor Johnson asked for public comment on Agenda Item 5. There was none.

Mayor Johnson asked for Board comment:

Trustees said they are looking forward to the event.

Trustee Krummick asked if the Junior Women's Club was sponsoring the event. Ann Carlino replied that they are disbanding, but there are a lot of local volunteers who are helping. The Knights of Columbus have been very helpful.

Trustee Macdonald asked for ways people can volunteer. Ms. Carlino said interested parties should contact the Civic Center.

Mayor Johnson said she attended the senior event and she wants people to recognize how many people in this community have achieved their 100 year birthday. She thanked the Civic Center for what you do for our seniors.

Motion made by Village Trustee Adams to approve the Resolution, Seconded by Village Trustee Garrity.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

6. RESOLUTION NO. 26-R-21: A Resolution to Approve a Special Event – Dog Days of Summer 2026

The Village received a request from the Knights of Columbus for the annual Dog Days of Summer event on July 10, 2026 through July 12, 2026. The Knights of Columbus requested the use of Church Street and a portion of Cook Park beginning at 7:00 a.m. on Thursday, July 10, 2026 for set up, through Sunday, July 12, 2026 for cleanup. The Knights of Columbus also requested to place a banner in Cook Park to promote their event.

The Knights of Columbus will obtain approval from Cook Memorial Library to close Church Street adjacent to their exit drive, utilize their waste corral for recycling and waste and has contacted St. Lawrence Church, Libertyville Civic Center, and Attorney Sean Wepler to make sure that there are no conflicts on the day of the event. A meeting will also be held with Village Administration prior to the event to review the layout of the event activities. Village Staff will provide the fencing material so that volunteers can set up the fence in accordance with the approved event plan.

Mayor Johnson asked if there was public comment on Agenda Item 6. There was none.

Mayor Johnson asked for Board comment:

Trustees said they are looking forward to the event. And thanked all who were involved in the planning.

Motion made by Village Trustee Rooney to approve the Resolution, Seconded by Village Trustee Macdonald.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

7. ORDINANCE NO. 26-O-07: An Ordinance Amending Chapter 10 of the Libertyville, Illinois Municipal Code Concerning the Imposition of Lift Assist Fees

The Libertyville Fire Department has historically increased calls for lift assistance (lift assist) at nursing homes and assisted living facilities. In 2024 the Fire Department responded to 185 lift assist calls for service. 43% (80) of those calls occurred at 3 of the assisted living and nursing home facilities in the Fire Department's response district. So far, in 2025, that number increased to over 230 through October. 40% (92) of those occurred at the same 3 senior facilities. This trend increases costs, diverts emergency personnel from potentially life-threatening emergencies, and increases municipal employer liability for injured municipal personnel.

Effective January 1, 2026, municipalities may enact regulations and impose fees to help deter nonemergency lift assist calls and recover associated costs. Public Act (P.A.) 104-0057, an initiative led by the Illinois Municipal League (IML), will give authority to all municipalities to assess a fee for lift assist calls. P.A. 104-0057 authorizes municipalities and fire protection districts to charge reasonable fees to assisted living and nursing home facilities for lift assist services

exceeding six occurrences within a calendar year. These fees do not apply to private residences, independent senior living facilities, or emergency hospital transports. Additionally, the fees must not exceed the actual personnel and equipment costs incurred in providing the service.

Staff recommends the Village adopt the ordinance to bill for excessive lift assist calls for service at assisted living and nursing home facilities in the Village of Libertyville response area.

Mayor Johnson asked for public comment on Agenda Item 7. There was none.

Mayor Johnson asked for Board comment:

Trustee Adams said this has been a problem for many years. Nursing homes often do not have adequate staff and it can be easier to call the fire department.

Trustee Garrity said the legislature got this right, for a change. He said this is not a revenue grab, it is a behavioral change - urging the nursing homes to staff up appropriately and not excessively divert trained fire department staff to deal with this. He said he is all in favor.

Trustee Krummick said that assisted living facilities cannot offer two person lifts legally. Many of these facilities are holding people longer than they should and it is causing an issue for the fire department.

Trustee Rooney said it is worth reiterating that this is not for residential assistance.

Macdonald said she appreciates Chief Pakosta for educating her on this topic and the next item. This is a good solution to a sticky problem.

Trustee Herrmann asked Chief Pakosta if he meets with nursing homes to discuss issues such as this. Chief Pakosta replied that they meet with the directors quarterly. He added that his goal is to make zero dollars on this. The purpose is for enforcement and education.

Motion made by Village Trustee Macdonald to approve the Ordinance, Seconded by Village Trustee Herrmann.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item passed with a 6-0 vote.

8. ORDINANCE NO. 26-O-08: An Ordinance Amending the Annual Fee Ordinance Regarding Lift Assist Fees

Effective January 1, 2026, municipalities may enact regulations and impose fees to help deter nonemergency lift assist calls and recover associated costs. Public Act (P.A.) 104-0057, an initiative led by the Illinois Municipal League (IML), will give authority to all municipalities to assess a fee for lift assist calls. P.A. 104-0057 authorizes municipalities and fire protection districts to charge reasonable fees to assisted living and nursing home facilities for lift assist services exceeding six occurrences within a calendar year. These fees do not apply to private residences, independent senior living facilities, or emergency hospital transports. Additionally, the fees must not exceed the actual personnel and equipment costs incurred in providing the service.

The Village has decided to impose a fee on excessive nonemergency lift assist calls that occur at assisted living and nursing home facilities in the fire department's response area. An amendment to the fee ordinance is needed to add a fee for lift assists and will be effective February 1, 2026.

10. Village Administrator Update

Village Administrator Amidei said the video from the previous Village Board meeting was unable to be posted as a result of a technical issue.

11. Executive Session

There was no need for Executive Session.

Adjournment

With no further business to come before the Board, Village Trustee Adams moved to adjourn at 8:11 pm, Seconded by Village Trustee Rooney.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

Respectfully submitted,



Margaret Clark

Staff recommends the Village adopt the ordinance to amend the current Village's fee ordinance.

Mayor Johnson asked for public comment on Agenda Item 8. There was none.

Motion made by Village Trustee Adams to approve the Ordinance, Seconded by Village Trustee Garrity.

Voting Yea: Village Trustee Adams, Village Trustee Garrity, Village Trustee Krummick, Village Trustee Rooney, Village Trustee Macdonald, Village Trustee Herrmann. The item was approved with a 6-0 vote.

9. Mayor's Update

A. Petitions and Communications

- The Parks and Recreation Committee will meet at 6:00 p.m. on Tuesday, February 3, 2026.
- The Plan Commission will meet at 7:00 p.m. on Monday, February 9, 2026.
- The Zoning Board of Appeals will meet at 7:00 p.m. on Monday, February 9, 2026.
- The Village Board will meet at 7:00 p.m. on Tuesday, February 10, 2026.

Board Comment:

Trustees thanked Attorney Passman for his legal review today at the Committee of the Whole.

Trustee Macdonald thanked the Mayor for the moment of silence. She is glad that we did that.

Mayor Johnson said that in a leadership role, you have to be very reflective about what is appropriate for the community. From a faith-based perspective, this warrants showing humanity.

Trustee Macdonald addressed the comments made on social media by a Libertyville Commissioner. Trustee Macdonald strongly stressed that she does not agree with the sentiments that were expressed.

Trustee Herrmann thanked public works and public safety for working in this weather and for keeping the Village safe and running.

Trustee Herrmann said Ike Riley has a global podcast and he is constantly talking about Libertyville. He said it is worth listening to.

Trustee Herrmann mentioned some upcoming events: Sunday SEDOL ping pong tournament at Finns. Mainstreet has their annual meeting Tuesday at Mickey Finn's. There are 51 days until spring!

Mayor Johnson thanked Attorneys Passman and Lenneman for all they do to support the Village. They have been a great partnership with the Village. Trustee Passman said they are grateful to serve in this role.

Mayor Johnson said she is grateful for all of the commissioners who attended. We all care about this village and want it to be a great place to live, she said. We may not all agree on everything, but we all want to make Libertyville shine.