

NORTHWEST MUNICIPAL CONFERENCE

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*A Regional Association of Illinois
Municipalities and Townships
Representing a Population of Over One Million*

**NWMC Board Minutes
Wednesday, December 11, 2019
7:00 p.m.
Oakton Community College
Room 1604
1600 East Golf Road
Des Plaines, IL**

MEMBERS

- Antioch
 - Arlington Heights
 - Bannockburn
 - Barrington
 - Bartlett
 - Buffalo Grove
 - Deer Park
 - Deerfield
 - Des Plaines
 - Elk Grove Village
 - Evanston
 - Fox Lake
 - Glencoe
 - Glenview
 - Grayslake
 - Hanover Park
 - Highland Park
 - Hoffman Estates
 - Kenilworth
 - Lake Bluff
 - Lake Forest
 - Lake Zurich
 - Libertyville
 - Lincolnshire
 - Lincolnwood
 - Morton Grove
 - Mount Prospect
 - Niles
 - Northbrook
 - Northfield
 - Northfield Township
 - Palatine
 - Park Ridge
 - Prospect Heights
 - Rolling Meadows
 - Schaumburg
 - Skokie
 - Streamwood
 - Vernon Hills
 - West Dundee
 - Wheeling
 - Wilmette
 - Winnetka
- President*
Daniel DiMaria
Morton Grove
- Vice-President*
Kathleen O'Hara
Lake Bluff
- Secretary*
Dan Shapiro
Deerfield
- Treasurer*
Ray Keller
Lake Zurich

Executive Director
Mark L. Fowler

I. Call to Order

President DiMaria called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

President DiMaria lead the Pledge of Allegiance.

III. Roll Call

Karol Heneghan called the Roll.

Members Present:

Arlington Heights, Mayor Thomas Hayes
 Bannockburn, Manager Maria Lasday
 Barrington, President Karen Darch
 Buffalo Grove, Manager Dane Bragg
 Deer Park, President Dale Sands
 Deerfield, Mayor Harriet Rosenthal
 Des Plaines, Manager Michael Bartholomew
 Elk Grove Village, Manager Ray Rummel
 Glencoe, President Larry Levin
 Glenview, President James Patterson
 Hanover Park, Trustee Bob Prigge
 Highland Park, Manager Ghida Neukirch
 Hoffman Estates, Manager Jim Norris
 Lake Bluff, Administrator Drew Irwin
 Lincolnwood, Trustee Jean Ikezoe-Halevi, Manager Anne Marie Gaura
 Morton Grove, Mayor Dan DiMaria, Administrator Ralph Czerwinski
 Mount Prospect, Mayor Arlene Juracek
 Niles, Trustee John Jekot
 Northfield, Trustee Charles Orth
 Prospect Heights, Administrator Joe Wade
 Rolling Meadows, Manager Barry Krumstok
 Schaumburg, Mayor Tom Dailly
 Skokie, Trustee Randy Roberts, Assistant Village Manager Nick Wyatt
 West Dundee, President Christopher Nelson
 Wilmette, Manager Tim Frenzer

Members Absent:

Antioch	Bartlett
Evanston	Fox Lake
Grayslake	Kenilworth
Lake Forest	Lake Zurich
Libertyville	Lincolnshire
Northbrook	Northfield Township
Palatine	Park Ridge
Streamwood	Vernon Hills
Wheeling	Winnetka

Others in Attendance:

Larry Bury, NWMC Deputy Director
Ellen Dayan, NWMC Purchasing Director
Marina Durso, NWMC Program Associate for Administrative Services
Mark Fowler, NWMC Executive Director
Karol Heneghan, NWMC Administrative Assistant/Office Manager
Kendra Johnson, NWMC Program Associate for Transportation

IV. Approval of Meeting Minutes – November 13, 2019

Motion to approve the minutes of the November 13 was made by Mayor Rosenthal. It was seconded by Mayor Juracek and unanimously approved.

V. President’s Report – Daniel DiMaria, NWMC President and Mayor, Village of Morton Grove

A. Appointments to the Public Safety Pension Fund Transition Boards

Mr. Fowler reported that the Executive Board on December 4 formally endorsed the appointment of Hoffman Estates Village Manager Jim Norris and Northbrook Deputy Village Manager/Chief Financial Officer Jeff Rowitz in response to the Illinois Municipal League’s request for nominations of municipal officials to serve on the transition boards for the newly created police and firefighter pension investment funds. He said these recommendations were forwarded to the IML Board on December 6.

VI. Priority Issues

A. Legislative Committee – Lawrence Levin, President, Village of Glencoe, Co-Chair and Arlene Juracek, Mayor, Village of Mount Prospect, Co-Chair

1. 2020 Legislative Program Development

Mr. Bury reviewed highlights of the draft outline of the 2020 NWMC Legislative Program and reported that the Executive Board and Legislative Committee recommended approval of the draft. Motion to approve the recommendation was made by President Levin. It was seconded by President Patterson and unanimously approved.

2. Veto Session Update

Mr. Bury gave an update on the General Assembly fall veto sessions held in October and November. He reported on the legislative items affecting municipalities that were considered and/or passed in the veto session, including Senate Bill 1300 (public safety pension fund consolidation) and Municipal Parking Tax.

3. 2020 Legislative Calendar

Mr. Bury announced the session dates for the General Assembly’s spring session. He said the Legislative Committee would determine dates for the NWMC Legislative Days in Springfield and will inform the members.

B. Finance Committee – Ray Keller, Manager, Village of Lake Zurich, Chair

1. NWMC Financial Policy Amendment

Mr. Bury reported that the Executive Board and Finance Committee recommended amending the NWMC Financial Policy with two changes: adding language that the Conference shall

comply with all applicable state and federal laws; and, clarifying that management, in consultation with the Finance Committee, will make every effort to collect accounts receivable “within reason”. Motion to approve the recommendation was made by President Levin. It was seconded by Mayor Rosenthal and unanimously approved.

2. NWMC Financial Procedures and Controls Amendment

Mr. Bury reported that the Executive Board and Finance Committee recommended amending the Financial Procedures and Controls document with two changes: adding language that the Conference shall comply with all applicable state and federal laws; and, clarifying that the amount held in the operational accounts shall not exceed \$250,000. Motion to approve the recommendation was made by President Levin. It was seconded by Mayor Juracek and unanimously approved.

3. NWMC Surplus Vehicle & Equipment Auction Agreement

Ms. Dayan reviewed the fourth and final one-year contract extension on the Agreement for Auctioneer Services with America’s Auto Auction expires on February 14, 2020. She said that the Executive Board and Finance Committee recommended offering America’s Auto Auction a new one-year contract with four possible one-year extensions with the same terms under the current program. She also stated that the Finance Committee further directed staff to conduct a full evaluation of the program, including determining how to incentivize member participation. Motion to approve the recommendation was made by President Levin. It was seconded by Mr. Prigge and unanimously approved.

C. Transportation Committee – Rodney Craig, President, Village of Hanover Park, Co-Chair and Joan Frazier, President, Village of Northfield, Co-Chair

1. NWMC Multimodal Transportation Plan Update

Ms. Johnson gave an update on the Plan’s public outreach process, pop-up workshops that were held at Deerfield’s Winter Celebration on December 6 and Morton Grove’s Indoor Farmer’s Market on December 7. She said that the draft plan will be sent to the steering committee on January 10 and the final plan is on track to be completed by late January.

2. STP Call for Projects Workshop

Ms. Johnson reported that ahead of the January 2020 Call for Projects for the Local Surface Transportation Program (STP), NWMC staff will host a workshop on Friday, January 10 to review the new applications and Active Program Management requirements. She said the workshop will be held from 9:00 a.m. to noon in Room 1604 on the Des Plaines campus of Oakton Community College. Ms. Johnson recommended that members send all relevant staff and consultants to the workshop.

VII. Consent Agenda

Motion to approve the consent agenda was made by President Levin. It was seconded by President Darch and unanimously approved.

VIII. Other Business

Mr. Bury and Mr. Bragg provided an update on Buffalo Grove’s firefighter pension benefit award appeal.

IX. For the Good of the Order

1. Mr. Fowler wished Ellen Dayan a Happy Birthday.
2. President DiMaria wished everyone Happy Holidays.

X. Next Meeting

President DiMaria said that the next NWMC Board meeting will be held on Wednesday, January 15, 7:00 p.m. at Oakton Community College, Room 1604, in Des Plaines.

XI. Adjournment

Motion to adjourn was made by President Levin. It was seconded by Mayor Hayes and unanimously approved. The meeting adjourned at 7:23 p.m.