



VILLAGE BOARD AGENDA SUPPLEMENT

Meeting Date: August 25, 2020

Agenda Item: Consideration of a Resolution to Approve a Memorandum of Understanding with Lake County for the Winchester House Property

Staff Recommendation: Approve Resolution for Memorandum of Understanding

Staff Contact: Richard M. Carani, Fire Chief

Background: The Winchester House, located at 1125 North Milwaukee, owned by Lake County is now vacant due to a new building being utilized in Mundelein. Staff met with Lake County representatives to discuss securing the building and the plans for demolition of the Winchester House which will occur in Spring of 2021. Due to the expense and inefficiency of heating the building through the winter, Lake County requested the Village allow the building to be vacant and secured without utilities. This would also involve disconnection of all utilities and the shut down of the fire alarm and fire sprinkler systems. The Village Fire Code allows for this request with the requirement that the buildings on the first floor be boarded up. Staff is recommending this requirement be waived.

Staff has discussed the safety and security concerns of the building with the County. Lake County has presented staff with an alternative plan to help avoid potential unwanted access into the building. Additionally, Lake County has offered the building for Public Safety training to the Lake County Sheriff, Libertyville Police, Libertyville Fire and Lake County Emergency Management.

Staff has prepared the attached Resolution approving a Memorandum of Understanding (MOU) which would allow the County to secure the building prior to demolition. Staff recommends approval of the MOU for Winchester House and authorizes the Village Administrator to execute the agreement.

RESOLUTION NO. 20-R-

A RESOLUTION TO APPROVE A MEMORANDUM OF UNDERSTANDING
WITH THE COUNTY OF LAKE

WHEREAS, the County of Lake owns property known as the Winchester House located at 1125 North Milwaukee Avenue in Libertyville, and;

WHEREAS, the County of Lake desires to demolish the building located at 1125 North Milwaukee Avenue for future development, and;

WHEREAS, the County of Lake has requested permission to shut down the Fire Protection systems and utilities within the property located at 1125 North Milwaukee Avenue in order to prepare for the demolition of the building and to avoid unnecessary heating costs through the winter, and;

WHEREAS, the County of Lake has also approved the use of the building located at 1125 North Milwaukee Avenue for public safety training starting in September through the demolition for Fire, Police, Sheriff, and Emergency Management agencies, and;

WHEREAS, Village Staff met with County Officials to develop a Memorandum of Understanding which includes the terms and conditions for shutting down the Winchester House to provide for a safe and secure property;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, LAKE COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: The Village of Libertyville Board of Trustees approves the Memorandum of Understanding for shutting down and securing the Winchester House.

SECTION 2: The Village of Libertyville Board of Trustees authorizes the Village Administrator to sign the Memorandum of Understanding with the County of Lake attached as Exhibit A.

SECTION 3: This Resolution shall take effect immediately upon its passage and approval as provided by law.

PASSED this 25th day of August 2020.

AYES:

NAYS:

ABSENT:

APPROVED this 26th day of August 2020.

Terry L. Weppler, Village President

ATTEST:

Sally A. Kowal, Village Clerk



EXHIBIT A

Memorandum of Understanding Between the Village of Libertyville and the County of Lake

The County of Lake ("COL") desires to demolish the Winchester House located at 1125 North Milwaukee Avenue ("*the property*") for future development. The COL has requested permission to shut down the Fire Protection systems within *the property* to prepare for the demolition of the building and to avoid unnecessary heating costs through the winter. The International Fire Code allows for the removal of Fire Protection Systems under certain conditions with one of those conditions being a requirement to board up the first floor to secure the property from access. The COL has approved the use of the building within *the property* for public safety training starting in September through demolition, for Fire, Police, Sherriff, and Emergency Management agencies. Performing training in a building that is boarded up is a violation of safety protocols. Therefore, the VOL and the COL have agreed on alternative measures to secure the building. The responsibilities of each party are outlined as follows:

1. Security: The COL will padlock and secure all doors and windows on the first floor of the building to prevent public access. The COL will conduct daily surveys of the property to check for security breaches. If possible, the COL will install a camera which will be monitored by County dispatch. The COL will block public access to the parking lot. The COL will provide keys for the building to the VOL Fire Department to be stored in the building's existing lock box.
2. The COL will provide placards at all entrances per Fire Code indicating the building is vacant. The COL acknowledges that if there is a fire in the building, firefighting operations will be conducted from outside of the building only, unless a "known" life hazard is present.
3. All utilities will be disconnected at the service lines or meters (Gas, Electric, Sewer, Water, Phone)
4. The Fire sprinkler system will be drained and disconnected from the VOL's water source. The sprinkler system piping will be left intact for the VOL's Fire Department to use as a dry system in case of a fire.
5. The private yard fire hydrant loop will be left operational until demolition is complete.
6. All hazardous materials will be removed from the building
7. The VOL Fire Department will conduct a final inspection with the COL to assure all items agreed to are met, and the meeting will take place at a date and time to be determined and convenient to both parties.
8. The COL will apply for a demolition permit through the VOL.

Village Hall

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9. The COL acknowledges that they are responsible for any damages to the property located at 1125 North Milwaukee Avenue due to fire or vandalism.

By signing below, representatives from VOL and COL concur with the items listed above.

Kelly A. Amidei
Village Administrator
Village of Libertyville

Date

County of Lake

Date