

VILLAGE OF ALGONQUIN  
COMMITTEE OF THE WHOLE  
Meeting Minutes  
Algonquin Village Hall Board Room  
December 11, 2012

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Present: Chairperson – Trustee Debby Sosine; Trustees Jim Steigert, Bob Smith, Brian Dianis, Jerry Glogowski, John Spella, and President John Schmitt

Staff Members Present: William Ganek, Village Manager; Bob Mitchard, Public Works Director; Russ Farnum, Community Development Director; Craig Arps, Building Commissioner; Michael Kumbera, Assistant to the Village Manager; Kelly Cahill, Village Attorney; Jerry Kautz, Village Clerk

Chairperson Sosine called the meeting to order at 7:30 p.m. and established a quorum with all Committee members.

**AGENDA ITEM 2:** Community Development

A. Consider Ordinance Amending Chapter 29, Sign Code, Regarding Neon Light Window Illumination

Building Commissioner Craig Arps reported Chapter 29 of the Municipal Code regulates the use, placement, physical dimensions and design of all signs within the village. Section 29.12.6 of this Chapter states, “Neon Lighting: In non-residential zoning districts only, the use of neon tubing as an inside window or door signage treatment is allowed when such tubing is for the business name, instructional purposes, logos, graphics, products and services. No outlining of windows or doors with neon tubing is allowed. Currently, the technology of intense LED light tubing is being used instead of neon tube lights. This proposed amendment would prohibit neon or LED tubing or other similar lighting.

During discussion, Mr. Dianis suggested the village research the intensity of LEDs for signs and how to control them. Mr. Smith stated he does not wish to see any more restrictions placed upon local businesses.

Following discussion it was the consensus of the Committee of the Whole to move on to the Board for approval.

**AGENDA ITEM 3:** General Administration

A. Consider Ordinance Amending Chapter 16, Cemeteries, Regarding Rules and Fees

Mr. Kumbera reported the proposed changes are considered housekeeping in nature, adding additional clarity to the Cemetery Rules and Regulations section of the chapter. Additionally, fees associated with services at the cemetery in Appendix B are proposed to be modified. Gravesite fees for residents and nonresidents are proposed to increase to a level consistent with comparable municipal cemeteries in Illinois. The fees for Algonquin residents are at a lower rate than for nonresidents. Additionally, the perpetual care fee is proposed to increase to \$250 per grave site purchase. The perpetual care fee is a restricted account which is designed to fund all future maintenance at the cemetery. Fees associated with interment and disinterment services have been adjusted accordingly to reflect the most recent cemetery maintenance agreement with Professional Cemetery Services that was executed in June 2012. These fees are only assessed when a service is rendered.

The Cemetery Fund is a true enterprise fund, in which revenues from user fees are the primary funding mechanism for operational expenditures. It is important that user fees in this fund balance corresponding expenditures to ensure the long-term financial stability of the Algonquin Cemetery. Further, recent implementation of administrative rules for the Cemetery Oversight Act require additional performance standards and licensing fees for municipal cemeteries, which are accounted for in the proposed fee schedule. Trustee Glogowski questioned and had concerns about the percentage increases to some of the fees. Staff expressed that these fees are needed to maintain the cemetery and are comparable to other municipal cemeteries.

Following discussion, it was the consensus of the Committee of the Whole to move on to the Board for approval

#### **AGENDA ITEM 4:      Public Works & Safety**

##### **A.      Consider Ordinance Amending Chapter 34, Solicitors, Regarding Highway Solicitation**

Mr. Ganek reported this ordinance amends the Code to be in compliance with state statute to allow solicitation for donations on major streets and roads for firefighters or police personnel. Trustees Smith and Glogowski said that the police chief should be more lenient with local service organizations to allow them to do the same on some major streets. Mr. Ganek indicated he would pass that along to the chief.

Following discussion the Committee of the Whole gave consensus to forward this ordinance to the board for passage.

##### **B.      Randall Road Pedestrian Bridge Design Concepts**

Mr. Farnum reported that the Randall Road Pedestrian Bridge Design Phase 1 preceded to the point of various design packages. Mr. Mike Kerr, village engineer, was then asked to review the different designs available for this crossing. He asked the Committee of the Whole to suggest a particular design to further the design process for future approval. The Village will be required to pay 10 percent of the entire \$4 million project. This is well below the entire cost that will be shared by federal, state, and county funds.

Following discussion, there was one design that all members seemed to like, that being concept number 2 on page 5 of the concept plans. It includes tapered brick piers with the village logo and an arch. Staff will return to the Committee of the Whole in the future with a refined design.

**AGENDA ITEM 5:** Executive Session

Recess to Executive Session: Moved by Steigert, seconded by Glogowski, to recess into Executive Session to discuss Personnel. Roll call vote: voting aye Sosine, Steigert, Smith, Spella, Dianis, Glogowski, President Schmitt. Motion carried: 7-ayes, 0-nays at 8:20 p.m.

Reconvene and Report: Moved by Dianis, seconded by Steigert, to reconvene the Committee of the Whole. Roll Call vote: voting aye – Spella, Steigert, Glogowski, Sosine, Dianis, Smith, President Schmitt. Motion carried: 7-ayes, 0-nays at 10:32 p.m.

Attorney Cahill reported that a personnel matter was discussed with no action to be taken tonight.

**AGENDA ITEM 6:** Other Business

No items to discuss.

**AGENDA ITEM 7:** Adjournment

There being no further business, Chairperson Sosine adjourned the meeting of the Committee of the Whole at 10:34 p.m.

Submitted: Jerry Kautz, Village Clerk