

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
April 10, 2012

AGENDA ITEM 1: Roll Call to Establish a Quorum

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

Staff Members Present: William Ganek, Village Manager; Bob Mitchard, Public Works Director; Russ Farnum, Community Development Director; Rob Salazar, Police Sergeant; Kelly Cahill, Village Attorney; Jerry Kautz, Village Clerk

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

AGENDA ITEM 2: Community Development
No items to discuss.

AGENDA ITEM 3: General Administration

A. Consider Resolution Authorizing Continuation of the McHenry County Municipal Risk Management Agency

Mr. Ganek explained the McHenry County Municipal Risk Management Agency (MCMRMA) is a self-insurance pool that operates under an intergovernmental agreement between its members. Under the Illinois Intergovernmental Agreement Act, intergovernmental agreements have a term of 12 years and must be renewed at the end of each term. The end of MCMRMA's current fiscal year, June 30, 2012, will also end MCMRMA's second 12-year term. As a result, the intergovernmental agreement between the members must be renewed, and the corporate authorities of each member are asked to approve the continuance of the pool's existence. MCMRMA has provided stable liability, property and worker's compensation coverage to its members to mitigate some of the pressures and fluctuations of the conventional insurance market. It has also provided personalized attention in the handling of claims, loss prevention, and exposures unique to the members. Extension of the pool will allow it to continue to provide these valuable protections to its members.

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

B. Consider Public Event Requests:

- (1) American Cancer Society Walk, Saturday, August 4, 2012, 7:00 a.m. – 10:30 a.m., Ted Spella Park

Mr. Ganek reported this event would include a 3.25-mile walk leaving and ending at Ted Spella Park, with the route mostly taking place upon a paved public walking path that leads out of the park and a portion of the walk taking place on Woods Creek Lane and Fairway View Drive before returning back to the path to Ted Spella Park. Proceeds from the event will be donated to the not-for-profit American Cancer Society which conducts ongoing research to one day end breast cancer. Due to the use of a public park and public streets, the event is in need of Village Board approval. Mr. Mike Jostes, representative, was present to answer any questions. Mr. Dianis asked how many participants are expected with the reply being 200.

It was the consensus of the Committee of the Whole to move this on to the Board for approval.

(2) Red Dress Foundation Charity Run, Saturday, August 11, 2012, 7:30 a.m. to 9:30 a.m., Presidential Park

Representatives of this event were present to explain the event that would include a 5K run/walk leaving and ending at Presidential Park, with the 5K route going into the residential neighborhood just south of Presidential Park. The organization is also requesting to have a contemporary Christian band perform on stage at Presidential Park for the participants to enjoy after they complete the run/walk. They also wish to have post-race tents that will be installed within the park for hydration, nutrition and stretching. Proceeds from the event will be donated to the Red Dress Foundation which is a not-for-profit group that works to stop child slavery and exploitation. Due to the use of a public park and live outdoor music, the event is in need of Village Board approval. One of the concerns from Mr. Dianis was the time the music would start possibly disturbing the neighbors. Ms. Sosine said she lives near the park and that kids playing soccer early in the morning would probably be louder. After several discussions, a consensus poll was taken with the majority preferring the run/walk begin at 7:30 a.m. with the music to being no earlier than 8 a.m. This item will be moved on to the Board for approval.

Mr. Ganek stated that since our parks and streets are becoming more popular for events like these, staff will address ordinances that would outline conditions and better control procedures.

C. Consider Ordinance for the Annual Adjustment to the Merit Compensation Plan

Mr. Ganek reported pursuant to the annual update to the Village of Algonquin Employee Merit Compensation Plan, staff had researched comparable communities in the region, including the Fox Valley area, and is proposing the grade classification and compensation levels identified in the ordinance. Although each of the classifications varied based upon the information collected, on the average, the pay ranges are proposed to be increased on average 2% which is below the Bureau of Labor Consumer Price Index increase of 3.2%. (Please note that the ranges are shown as monthly salaries in the ordinances.) The proposed increase would be consistent with the budget assumptions made in the 2012-13 budget recently approved by the Village Board. Mr. Ganek would recommend that the Village adopt this annual compensation adjustment schedule proposed for the 2012-2013 fiscal year based on a survey of factors such as

annual updates to the public salaries and the appropriate annual Bureau of Labor statistics employment cost index (estimated to be 3.2%). Any increases for nonunion employees are to be based on merit only.

The consensus of the Committee of the Whole was to move this forward for approval.

D. Consider Ordinance Amending Chapter 33, Liquor Control and Liquor Licensing

Revising Section 33.03, Application, to allow new liquor license applicants who apply for a license after six months into the license year to pay only 50 percent of the full year's fee. The Village currently does not allow any proration of the annual fee. A recommendation was made to change the verbiage to "on or before November 1."

Staff is also recommending an increase of four additional licenses in Class A-1 (restaurant—full liquor) as we have no Class A-1 licenses remaining. This is because two Class F (restaurant-wine and beer) license holders are requesting a change to Class A-1 with the new license year. We also have two new requests for A-1 licenses, so this will give us two for future additional requests.

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

AGENDA ITEM 4: Public Works & Safety

A. Consider Intergovernmental Agreement with McHenry County, Illinois and Lake in the Hills, Illinois for Maintenance and Care of Certain Landscaped Median Along Algonquin Road

Mr. Mitchard reported Algonquin and Lake in the Hills have been working together to create a plan to add landscaping to the center medians on West Algonquin Road. The goal is to beautify the entry corridor for both communities. The Algonquin Road improvements have provided the perfect opportunity to beautify the corridor now since there are large grass medians in the center of the road. McHenry County Division of Transportation's policy is only to maintain turf grass within the center medians. Both Algonquin and Lake in the Hills would like to see additional landscaping (trees, bushes and flowers) in these medians. After many discussions with Lake in the Hills and McHenry County, terms of an intergovernmental agreement have been reached. Mr. Mitchard added this is a very workable agreement at a small cost to the Village over a 3-year period. In addition, staff is working on grants that would help funding in the future for more islands/medians.

The consensus of the Committee of the Whole was to move this forward for approval.

B. Consider Ordinance Amending Section 41.07, Parking Limitations

Chief Laine reported this is a housekeeping measure as an extensive review of the Village streets and parking limitation signage was performed by the Police Department. This study was reviewed with the Public Works Department to make sure that signs and ordinances were matched, that signage was placed where needed and that unwarranted limitations were

removed from the ordinance and locations. This ordinance codifies the results of this cooperative review and recommendation.

The consensus of the Committee of the Whole was to move this forward for approval.

C. Consider Ordinance Amending Section 43.26, Social Hosting

Sergeant Rob Salazar reported this proposed ordinance is to further clarify and expand Section 43.26 of the Algonquin Municipal Code. The Police Department has been actively involved in the McHenry County Underage Drinking Task Force. This new ordinance adopts some of the recommendations of the task force and will clarify issues for our enforcement personnel. It will make the host of an underage drinking party accountable for permitting such activity. The host does have the ability to minimize their exposure to liability by taking some actions to end the unlawful activity, i.e., call the police or register for a party patrol. During discussion, Mr. Smith asked if a blanket signup form, possibly online, could be used to cover various times the parents may be away from the home. He was told that a form would have to be individually signed and authorized by the parents each time they expect to be away from the premises with teenagers left at home. Chief Laine said this is not a babysitting program and that there would not be enough manpower to do a blanket signup. Sergeant Salazar restated if there is reasonable suspicion a party is going on, an officer would need an entry key provided by either a neighbor or other family member that lives within 20 minutes of Algonquin.

The consensus of the Committee of the Whole was to move this forward for approval.

D. Consider Engineering Services Agreements for Fiscal Year 2012-2013 Projects:

- | | |
|--|------------------------------------|
| (1) Spring Creek Section 2 | (4) Fieldcrest Farms Units 1 and 2 |
| (2) Copper Oaks Section 1 | (5) Lake Braewood Drainage Study |
| (3) Cumberland Parkway/Copper Oaks Section 2 | (6) Souwanas Creek Restoration |

These are agreements with various engineering firms for services on projects budgeted in the FY 2012-2013 budget. In total, all are in keeping with the approved budget amounts.

After discussion, the consensus of the Committee of the Whole was to move this forward for approval.

E. Consider Jurisdictional Transfer Agreement with IDOT for Main Street and the Construction of the Algonquin Western Bypass

Mr. Ganek reported that, after months of negotiations, this agreement serves as the formal authorization between IDOT and the Village for the jurisdictional transfer of the roadway and outlines the obligations and requirements of both IDOT and the Village relating to construction and improvements of the Western Bypass. It should be noted that the jurisdictional transfer is for the roadway surface and not the right of way. It is recommended that, after the jurisdictional transfer is completed, certain steps will need to be implemented to transfer the entire right of way (ground under roadway surface) from ownership by the State of Illinois to the

Village of Algonquin. This is a separate legislative action but one which is rather procedural, from the State's perspective, following the jurisdictional transfer of the roadway itself.

The agreement spells out that Main Street will become the Village's jurisdiction once the Western Bypass is open to traffic and any designations (signs) of the state right of way on Main Street are removed. *Note:* Prior to this transfer, the Village should develop local regulations such as speed and weight limits so that these can be implemented as the jurisdictional transfer takes place.

The Village has negotiated favorable terms in exchange for accepting the jurisdictional transfer of Main Street (Route 31). The Village is receiving \$1,715,000 in exchange for the transfer of the jurisdictional rights which includes \$1,610,000 for the jurisdictional transfer of Main Street, \$20,000 for long-term maintenance of a frontage road within the Village's jurisdiction serving unincorporated roadways north of Algonquin cemetery, and \$85,000 for the construction of a second pedestrian bridge in Towne Park. Deductions from that \$1.7 million contribution include improvements to Huntington Drive retaining wall landscaping, utility improvements, and aesthetic treatments such as brickwork and landscaping at critical intersection points of the Algonquin Bypass to Main Street. In addition, the Utilities Department would be paying for installation of water main and sanitary improvements along the southern part of the improvement along Route 31 near Edgewood. This is being installed now to avoid future disruption of the newly constructed road in the future when major utility work is needed. Other details of assuring traffic signals are painted with a black finish and maintenance of decorative light fixtures along the Algonquin Road "S" curve and on Huntington Hill are also covered in this document and are reflective of the 4(f) agreement previously approved by IDOT and the Village during Phase 1 design engineering of the Algonquin Western Bypass. During discussion, Mr. Mitchard said there is nothing out of the ordinary involved with this agreement. To further clarify, the "S" curve would be placed under the state's jurisdiction, but all ornamental lighting fixtures would be maintained by the Village. This also includes bridge decorations. Illinois requires State Legislative approval to deed the right-of-way property to Algonquin. Mr. Ganek added additional language is still needed in the agreement to ensure compliance with the Village's Tree Preservation Ordinance before going to the Village Board, so the consensus of the Committee of the Whole was to move on to the Board for approval after all language and additions for right of way transfer were completed.

AGENDA ITEM 5: Executive Session
No items to discuss.

AGENDA ITEM 6: Other Business

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Glogowski adjourned the meeting of the Committee of the Whole at 8:38 p.m.

Submitted: Jerry Kautz, Village Clerk