



**Village of Algonquin**  
**Minutes of the Committee of the Whole Meeting**  
**Held On September 10, 2024**  
**Village Board Room**  
**2200 Harnish Dr. Algonquin, IL**

Trustee Dianis, Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m.

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

Present: Trustees, Jerry Glogowski, John Spella, Laura Brehmer, Brian Dianis, Bob Smith, President, Debby Sosine and Clerk, Fred Martin.

Absent: Trustee Maggie Auger

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Cliff Ganek, Village Engineer; Matthew Bajor, Assistant to the Village Manager; Jacob Uhlmann, Management Intern; Dennis Walker, Chief of Police; and Kelly Cahill, Village Attorney.

**AGENDA ITEM 2:** Public Comment

None

**AGENDA ITEM 3:** Community Development

None

**AGENDA ITEM 4:** General Administration

Mr. Bajor:

**A. Consider Amending Appendix B, Pertaining to Chapter 16 Cemetery Fees**

In 2022 the Village passed a Resolution for an agreement with Professional Cemetery Services for grave opening and cemetery maintenance services. We are at the part of the fee schedule within the agreement where the contractual fees and staff time for interment and disinterment exceeds the amount, we are able to collect/charge for services per Municipal Code for each burial. The fee schedule proposed, in addition to the 2024/2026 contractual burial fee approximately a 20% administrative fee would also be imposed for all adult burials (averaging the Saturday and weekday contractual fee, as only 1/3rd of the burials occur on a Saturday). We also recommend removing all administrative fee for infant interments or disinterment's allowing for a straight pass-through cost/expense. In instances where a public works employee is called in after 3:00 p.m. or on a Saturday, Sunday, or Holiday to mark/locate a grave, it is suggested, an additional fee of \$200.00 be imposed.

After lengthy discussion regarding weekend fees, and within the memo pertaining to the disinterment of an adult, there was an error in the current fee on the Sunday/Holiday line. It states \$1,000 which it should have been \$1,850. Going forward, the Village would not offer a disinterment on the weekends or holidays, as a staff member should be present to witness the disinterment as it takes place.

It is the consensus of the Committee to move this on to the Village Board for approval.

**AGENDA ITEM 5:** Public Works & Safety

Mr. Ganek

**A. Consider an Agreement with Keno & Sons Construction Company for the Water Treatment Plants #1 & 2 Aerator and Roof Replacement**

The Village is undertaking a project to replace the existing forced draft packed tower aerators at Water Treatment Plants (WTP) No. 1 and No. 2 with induced draft aerators that have higher capacity and improved efficiency. This upgrade is necessary to allow the plants to operate at full design capacity, as the current aerators are throttling the wells below their potential. The project also includes the rehabilitation of the roofs at both WTPs. The new aerators will be reconnected to the existing odor control systems at WTP No. 1, and no modifications are planned for downstream equipment or processes. Additionally, WTP #2 will include screening panels constructed on the north and east sides of the roof to block the view of the aerators from the residents in Willoughby Farms. On August 27, 2024, the Village of Algonquin held a bid opening for this project. Four bids were received, with Keno & Sons Construction Company (Keno) submitting the lowest bid in the amount of \$1,802,000. After careful consideration, we recommend awarding the contract to Keno, whose bid is within the current fiscal year's budget.

1. Both treatment plants are operating inefficient aerators that are beyond their useful life.
2. The roof replacements are included in the project as the aerators are mounted on the roof and to eliminate yearly maintenance costs to repair the leaky roofs at both locations.
3. Per Trotter's recommendation, Keno & Sons has a successful track record with similar projects and is capable of completing this project on time and within budget.
4. Trotter & Associates completed the design and is being proposed for construction oversight.
5. The recommended bid amount and the oversight proposal are within the budgeted amount with the Water & Sewer Fund for FY 2024/25.

Therefore, the Public Works Department recommends that the Committee of the Whole take the necessary action to award the bid of this project to Keno & Sons Construction Company in the amount of \$1,8002.00 for construction and move forward with the proposal with Trotter & Associates, Inc. in the amount of \$113,400 to the Village Board for approval.

It is the consensus of the Committee to move this on to the Village Board for approval.

**B. Consider an Agreement with Trotter and Associates, Inc. for the Water Treatment Plants #1 & 2 Aerator and Roof Replacement Construction Oversight**

For construction oversight, we propose continuing our partnership with Trotter & Associates, Inc. (TAI), who not only designed the current project but also recently oversaw construction on our sanitary force main projects. TAI's extensive experience and familiarity with our systems make them well-suited to ensure the successful completion of this project. The contract for construction oversight with TAI is for \$113,400, also within the current fiscal year's budget of \$130,000. Staff is confident in TAI's ability to manage the construction of this project and provide adequate oversight up to the Village's standards on this project.

It is the consensus of the Committee to move this on to the Village Board for approval.

**C. Consider a Resolution for Local Match Commitment for Construction of the Sandbloom Road Improvement Project for the Multi-Use Path Portion**

With the assistance of HR Green, the Village is submitting an application for grant funding through the Illinois Transportation Enhancements Program (ITEP) for a proposed multi-use path and pedestrian improvements on Sandbloom Road from IL-62 to the south Village limits. The ITEP application deadline is September 30, 2024. A Resolution committing the local share amount is required as part of the application process. Eligible improvements for the ITEP grant related to the Sandbloom Road Improvement project include

- Multi-use path installation (east side) – Souwanas Tr to Ryan Pkwy
- Sidewalk conversion to multi-use path – Ryan Pkwy to IL-62
- New sidewalk on the west side of Sandbloom Road and ADA enhancements
- Pedestrian crossing improvements at Compton Drive
- Replacement of a retaining wall at the south limits and installation of a new retaining wall at the Souwanas Creek culvert
- Parkway trees to replace existing tree removals

The cost estimate for the ITEP-eligible improvements is \$1,067,519.50. If awarded, ITEP will cover 80% of the construction cost. The Village is required to cover the remaining 20%, which is estimated to be \$250,000 with contingencies and inflation. Based on the current timeline for this project, construction is not expected to occur for three to five years.

1. ITEP covers 80% of the pedestrian-related improvements if awarded.
2. A resolution from the Village committing the remaining 20% is a requirement of the ITEP grant.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for the attached resolution for local match commitment of the ITEP grant for Sandbloom Road Improvements.

It is the consensus of the Committee to move this on to the Village Board for approval.

**D. Consider Declaring Certain Items from 221 S. Main Surplus**

We request that the attached list of items located in the former downtown bank be declared surplus. These items have been assessed and found to be damaged, outdated, and without value. Staff plans to dispose of the items internally, recycling what we can. Any remaining artwork will be donated to the Art on the Fox event.

It is the consensus of the Committee to move this on to the Village Board for approval.

**E. Consider Declaring Certain Vehicles and Equipment Surplus**

Numerous equipment and vehicles are deemed surplus and beyond their useful life.

It is the consensus of the Committee to move this on to the Village Board for approval.

**F. Consider an Intergovernmental Agreement with Kane County for Animal Control Services**

Chief Walker:

Presented is the Intergovernmental Agreement between the Village of Algonquin and Kane County for animal control services. This is the same IGA we have previously presented to the Board with a few updates.

The contract is extended to two years with a one-year extension via letter. Previously this contract was one year with two, one-year extensions. Also, there is language included the Village is required to post on the website advising the public the proper reporting procedures for stray animals:

Depending on where you live in Kane County, you may be served by your local animal control facility, your police department, a state agency, or Kane County Animal Control. In order to handle your concern in the most efficient manner, first determine whether you live in an incorporated or unincorporated area of Kane County to make sure you contact the appropriate agency.

If you live in an incorporated village, town, or city:

For concerns, complaints, and stray animals, contact your police department or town hall first. The police will handle the matter, and will contact Kane County Animal Control for assistance when necessary. If you are a resident of Elgin or Aurora, please contact your city's animal control facility first.

If you live in an unincorporated area of Kane County:

Your concerns, complaints and stray animal control are handled by Kane County Animal Control. Please call 630-232-3555.

The fee schedule has not changed since the last agreement. I ask that the Committee of the Whole forward this agreement to the Village Board for approval and signature.

It is the consensus of the Committee to move this on to the Village Board for approval.

**AGENDA ITEM 6:** Executive Session

None

**AGENDA ITEM 7:** Other Business

1. Trustee Bob Smith asked that the Village consider taking the lead on organizing a Memorial Day event next year.
2. Trustee Brehmer thanked the Historic Commission, Public Works and the Police Department for their volunteer work and for their displays at Art on the Fox, and expressed concerns over CarMax test driving routes.
3. Trustee Glogowski thanked Public Works for the Huntington Drive watertower repainting,
4. President Sosine updated the Board on downtown developers.

**AGENDA ITEM 8:** Adjournment

There being no further business, Chairperson Dianis adjourned the meeting at 8:10 p.m.

Submitted:

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Fred Martin, Village Clerk