

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
January 22, 2013

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee Brian Dianis; Trustees Jerry Glogowski, John Spella, Debby Sosine, Robert Smith

Absent: Trustee Jim Steigert and President John Schmitt

Staff Members Present: William Ganek, Village Manager; Russ Laine, Chief of Police; Bob Mitchard, Public Works Director; Katie Parkhurst, Senior Planner; Michael Kumbera, Assistant to the Village Manager; Kelly Cahill, Village Attorney; Jerry Kautz, Village Clerk

Chairperson Dianis called the meeting to order at 7:30 p.m. and established a quorum with all Committee members present except for Messrs. Steigert and Schmitt.

AGENDA ITEM 2: Community Development

A. Special Use for Physical Therapy Office (2012-10)/ATI Physical Therapy, 770 South Randall Road (Woodscreek Shopping Center)

Ms. Parkhurst reported Steven Kolber, architect and owner's representative for ATI Physical Therapy, has submitted a petition for a Special Use Permit for a physical therapy office. The office will be located at 770 South Randall Road, on an out lot, in the Woodscreek Shopping Center (Target/Kohl's).

The Village Board approved the final development plans for the out lots in the Woodscreek Shopping Center in 2003. The proposed tenant space is 770 South Randall Road, which is the end unit on the north side of the northernmost building. Other tenants in the building include Super Cuts, Game Stop and Back to Bed. A physical therapy office is considered a medical office use, therefore requiring a special use permit. The proposed hours of operation for the physical therapy office will be 7:00 a.m. - 7:00 p.m., Monday through Friday. The office will employ physical therapists and support staff, the amount of staff being determined by patient load. At peak hours, there could be seven physical therapists and eight patients at one time. The question of how many handicapped parking spaces will be available was asked by Mr. Smith. Ms. Parkhurst will look into this matter and ensure it meets code.

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

B. Consider Annual Approval of the Official Village of Algonquin Zoning Map for 2013

Ms. Parkhurst reported the zoning map has been updated to reflect the developments over the past year. The zoning is updated and special uses have been added. She gave an overview of changes and asked the Committee of the Whole to move on to the Board for approval.

Following discussion, the consensus was to pass on to the Board for approval.

AGENDA ITEM 3: General Administration

A. Review Capital Budgets for 2013/2014

Mr. Kumbera reported on the following. (Note: No consensus of the Committee of the Whole is required at this time.)

(1) Proposed Water and Sewer Improvement and Construction Budget

The Water and Sewer Improvement and Construction Fund is a capital account with cash reserves that can be accumulated from year to year. The revenue estimated for this fiscal year is \$1,113,500, and expenditures are \$2,461,300. During the previous fiscal years, revenues derived from tap-on fees, the home rule sales tax, bond proceeds, and cash reserves were used to cover the cost of the Wastewater Treatment Facility Phase 6 expansion. Now, bond payments for the Phase 6 Wastewater Treatment Plant, water main improvements, and implementation of SCADA System updates make up most of the expenditures proposed for this budget. The existing cash reserves of over \$6 million will cover the \$1,347,800 difference between revenues and expenditures this fiscal year. There are several significant projects included in this fund for the 2013/2014 fiscal year such as multiple water main replacements—South Main Street, Western Bypass corridor, Towne Park, and Indian Grove Subdivision, SCADA enhancements (year 2), future water system upgrades based on the Water System Master Plan and Model Upgrade, and continued implementation of the plan to reduce infiltration and inflow into the sanitary sewer distribution system.

(2) Proposed MFT and Street Improvement Budgets

For this fiscal year, the Motor Fuel Tax Fund has anticipated revenues of \$908,000 and proposed expenditures of \$480,900. The cash reserve in this MFT capital fund at the start of this fiscal year is approximately \$1.4 million and will increase during this year of anticipated savings. The Street Improvement Fund includes larger road projects that may not qualify for MFT funding due to certain restrictions required by the state on the use of MFT funds. The Street Improvement Fund budget anticipates that expenditures will exceed revenues by \$4,524,000. The cash reserve in this fund is approximately \$5 million, allowing this level of expenditure. Next fiscal year, larger project costs will not exceed revenues as grant revenues for the Randall Road Pedestrian Bridge and Main Street transfer funds from the state can be anticipated.

(3) Proposed Park Improvement Budget

Revenues include interest from the limited existing reserves in the fund (\$100) and \$8,000 as reimbursement from the other agencies involved in the Woods Creek Watershed Plan. Grant funding of \$127,000 is budgeted should the village be awarded a grant for a permeable paver parking lot at Kelliher Park. Until new residential projects and associated funds are realized, spending of funds for park development will be limited. Park Fund Revenues - \$135,100 (plus \$117,000 from previously received Restricted Funds) Park Fund Expenditures - \$286,000

- B. Consider Resolution to Renew, for Two Years, an Intergovernmental Agreement with the Algonquin/Lake in the Hills Fire Protection District (ALFPD) for Fleet Maintenance and Repair Services

Mr. Ganek reported the content of the agreement has remained unchanged since its inception. This arrangement has provided a mutually beneficial outcome for both entities and thus resulted in conditions that favor the citizens being served. The term of the agreement is for two years with an option for an additional two-year term. Fleet services are billed to ALFPD at a rate of \$107 an hour. The Village of Algonquin has provided a significant portion of maintenance and repair to ensure the serviceability, availability, and accountability for ALFPD's fleet assets. In return, the village has been fairly compensated for the scope of services provided.

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

AGENDA ITEM 4: Public Works & Safety

- A. Consider Ordinance Amending Section 41.14, Careless Driving, Regarding Penalties

Chief Laine reported, as recommended by the Village Attorney's office, the following are changes to the ordinance: 1) increases the penalty from \$1,000 to \$2,500 and 2) allows for other penalties to be imposed by the court such as Victim Impact Panel, Traffic Safety School, and Drug and Alcohol Substance Abuse Counseling.

These changes allow our village prosecutor the ability to negotiate, or the judge to order, additional compliance or penalty in the rare circumstances when a Driving-While-Intoxicated charge is not sustainable and the violation is reduced to careless driving. In these cases, the offender's actions are at a level where their accountability is significantly higher than a mere driving violation, but, for various reasons, a DWI charge is not sustainable. During discussion, Mr. Glogowski said he wanted to see the minimum fine be raised from \$25 to \$150 to cover court fees. He was told that the \$25 should remain as there might be circumstances where a minor could be charged with a much lesser offense such as bumping into a car in a private parking lot. The top end of the fine is what is changing.

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

- B. Consider Ordinance Amending Section 41.18, Yield Intersections, and Section 41.20, Stop Intersections, Regarding Locations

Chief Laine reported the Police Department completed a study/survey with Public Works of all of the intersections and stop and yield signs within the village to determine how widespread

the yield problem was. The results of the survey revealed that the village had uncontrolled four-way intersections in residential neighborhoods, including the two where crashes were involved. In addition, it was discovered that there were also over 80 stop or yield signs located throughout the village that were not covered in the village ordinance. Some other minor discrepancies occurring over many years that were discovered were stop signs in the wrong locations and stop signs that were listed in the ordinance that were not on the streets. This ordinance will rectify the discrepancies between current signage on our village streets and the ordinance currently in place. In addition, it will create a working document that will be easily amended as the village grows and more stop signs are added, and as the Public Works Department completes the installation of stop signs at the remaining 27 uncontrolled four-way intersections.

The consensus of the Committee of the Whole is to pass on to the Board for approval.

C. Consider Resolution to Execute Intergovernmental Agreement with McHenry County to Become a Member of the McHenry County Gang Task Force

Chief Laine reported the purpose of this agreement with the McHenry County Gang Task Force is to provide participating McHenry County communities with additional specialized resources to draw upon in the effective control and monitoring of gang activity. The Village of Algonquin has benefited from this association as we have been able, for example, to call upon the McHenry County Task Force as a presence at our Founders' Days celebration. It is the presence of this task force that helps to secure the safety of our residents and inhibit the violence and crime committed by gangs within the Village of Algonquin. The participating agencies are able to network information and perform intelligence gathering. Gang suppression has become a specialized field, and the Village of Algonquin has benefited from being an integral part of this task force. The agreement includes all law enforcement services at events and law enforcement operations within unincorporated and incorporated McHenry County.

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

D. Consider Intergovernmental Agreement with the Village of Barrington for Use of Barrington Police Department's Firing Range

Chief Laine reported all sworn officers must qualify with their firearms every year. To that end, we have used Barrington's range due to its close proximity. This year, Barrington has instituted a fee structure, along with an intergovernmental agreement covering the use of the firearms range. This cost is due to the fact that, as their range ages, maintenance and equipment replacement costs are increasing. We have been fortunate to use their facility for over five years at no charge. The Barrington Police Department's firing range is the closest and most economical of firing ranges that are available in our area. Barrington is instituting a \$30 per officer charge per year for our use of the firing range. We would be invoiced for a total of \$1,440, which represents 48 officers at \$30 each.

The Committee of the Whole consensus was to pass along to the Board for approval.

E. Consider Waiver of Bidding Requirements for Emergency Repairs to Well #15

Mr. Mitchard reported Well No. 15 is located on Huntley Road. It is a shallow well, being one of two sources to Water Treatment Plant No. 3, and has been in service approximately seven years. Well No. 6 was originally scheduled to receive rehabilitation in fiscal year 2013, so this is a deviation from what was proposed but very necessary given time of year and dependence on this well. Water Well Solutions was contracted and a purchase order was issued in the amount of \$15,350. The contractor will perform a well inspection, inclusive of a detailed investigation, responding with appropriate preventative maintenance actions, which we believe will rectify our issues. To date, the following has been completed and has been applied against the purchase order amounting to \$15,350: Mobilization to/from well site - \$1,800; removal of column pipe, pump, and motor to inspect - \$3,900; clean well screen of any buildup - \$710; and camera inspect the well casing and screen - \$1,450, for a total of \$7,860 as of January 18. The results of this inspection revealed many additional problems for a total cost of \$69,036, which includes the work completed to date. There is a budget for 2013 of \$40,000, causing a shortfall of \$29,036. In consideration that an agreement with Water Well Solutions is in place, and a purchase order has been issued, it is staff's preference to remain with Water Well Solutions to complete the additional work as described above. Given a contractor is in place, and repair of the well is time sensitive, we formally request the Village Board consider waiving any competitive bidding requirements on this project and allow the additional work, as described above and in its entirety totaling \$61,176, to be completed by Water Well Solutions.

Following discussion, the consensus of the Committee of the Whole is to move to the Board for approval for this emergency measure.

AGENDA ITEM 5: Executive Session
No items to discuss.

AGENDA ITEM 6: Other Business

1. Mr. Glogowski said he changed his mind regarding Edgewood Drive reconstruction west of Hanson Road. He now thinks the village should hold off on eminent domain with the western-most portions of the road for a couple of years. Note: The Committee of the Whole previously gave consensus to delay that project.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Dianis adjourned the meeting of the Committee of the Whole at 8:31 p.m.

Submitted: Jerry Kautz, Village Clerk