

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
August 13, 2013

AGENDA ITEM 1: Roll Call to Establish a Quorum

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

Absent: Trustees Brian Dianis

Staff Members Present: Tim Schloneger, Village Manager; Bob Mitchard; Public Works Director; Andrez Beltran, Intern; Kelly Cahill, Village Attorney; Jerry Kautz, Village Clerk

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

Note: Trustee Dianis was seated at 7:33 p.m.

AGENDA ITEM 2:

Certificates of Appreciation for Outstanding Service to the Village of Algonquin were presented to the following groups who volunteered when they tirelessly filled and placed thousands of sandbags to prevent flooding to residents' homes during the severe rainstorms that occurred in the spring of 2013: Boy Scout Troop #151, Boy Scout Troop #152, Civil Air Patrol, and the Algonquin Law Enforcement Explorers.

AGENDA ITEM 3: Community Development
No items to discuss.

AGENDA ITEM 4: General Administration

A. Consider Public Event Permit for Summerfest at St. Margaret Mary Church Grounds – August 25, 2013

Mr. Schloneger reported the event, which is being called "St. Margaret Mary's Summerfest," will take place on the church grounds from the hours of 12:00 p.m. to 8:00 p.m. and will be open to the public. Admission fee is \$1 to enter the tent area. Due to this event including outdoor amplified musical performances and an outdoor pony ride, the Village Board's approval is required. The event is a community builder which provides food, games, an art show and music. Security will be provided by volunteer church members who are police officers in other communities. Parking will be provided within the church parking lot and the adjacent school parking areas. No additional signs have been requested. The necessary liquor permit and raffle permit have been applied for, and the required Certificate of Insurance noting the Village as additional insured has been provided. The

church is requesting that the public event permit fee be waived due to their nonprofit status. Mr. Schloneger added that the church must adhere to the Village's signage code.

Consensus of the Committee of the Whole was to move this project on to the Board for approval.

B. Consider Ordinance Granting an Amendment to the 2012-2013 Fiscal Year Budget

Mr. Schloneger reported village department heads submitted requests to increase their budget for Fiscal Year Ending April 30, 2013 which requires approval by the Village Board. Budget Ordinance No. 2012-O-13 created spending authority for Fiscal Year Ending April 30, 2013. Illinois statutes allow the Village Board to delete, add to, or change the budget by a vote of two-thirds of the corporate authorities then holding office.

Exhibit A summarizes the budget revisions to the various line items. Spending for these revisions has caused the original fund budgets to be exceeded. Budget amendments for these increases to budgeted expenditures are justified under Illinois statutes as follows: budget increases for expenditures may be made due to the use of Fund Balance (cash reserves) that existed at the beginning of the fiscal year. The amendment, however, requires the two-thirds approval of the Village Board.

General Fund:

The expenditure budget for services in the General Services Administration increases by \$16,000 for professional services by Voorhees Associates related to the village manager recruitment. The expenditure budget for equipment purchased by the Police Department increases by \$22,000 for the purchase of a squad car. The expenditure budget for professional services in the Parks and Forestry Division increases by \$4,400 due to land acquisition in Towne Park relating to the Western Bypass construction. The offset for the budget increase for village manager recruitment and land acquisition in Towne Park is cash reserves in the beginning Fund Balance. Funds for the Police Department squad purchase are from restricted PD Fines/Forfeitures.

Capital Funds:

Street Improvement Fund: Engineering expenditures for the Randall Road pedestrian crossing were not known during the original budget process. The expenditure budget is increased by \$150,000 for engineering of this project as there was no budget for expenditures. The offset for this budget increase is cash reserves in the beginning Fund Balance. Park Improvement Fund: Land acquisition expenditures require a budget increase of \$41,100 due to the purchase of the 2 South River Road (Griesman) property. The offset for this increase is cash reserves in the beginning Fund Balance.

Development Fund:

Cul De Sac: The winter season caused contracted snow removal services to exceed budget, and a budget increase of \$20,000 is required. The offset for this increase is cash reserves in the beginning Fund Balance.

Following discussion it was the consensus of the Committee of the Whole to forward for approval.

C. Consider Ordinances Abating a Portion of the 2013 Property Taxes:

- (1) Consider General Obligation Bonds, Series 2005A

- (2) Consider General Obligation Bonds, Series 2005B
- (3) Consider General Obligation Refunding Bonds, Series 2010

Mr. Schloneger reported ordinances that were issued in connection with Bond Series 2005A, 2005B and 2010 require the Kane and McHenry County clerks to annually levy taxes to provide funds for payment of the principal and interest coming due for each of the referenced bond series. The 2013 tax levy for these bond series is \$859,185, \$114,656.26 and \$659,800, respectively, or a total of \$1,633,641.26. As a condition to abate the debt service in the tax levy, the village is required to have sufficient funds on deposit to pay the principal and interest on the bonds when due. It has been determined that there is sufficient cash in the appropriate funds to pay those principal and interest amounts.

Consensus of the Committee of the Whole was to move these items on to the Board for approval.

AGENDA ITEM 5: Public Works & Safety`

A. Consider Ordinance Declaring Certain Property and Equipment as Surplus

Mr. Mitchard reported, due to mileage, age, rust, deferred maintenance and functionality, the following vehicles are recommended as surplus.

Department	Unit Number	Reason	V.I.N.
Police	58	Mileage / Age Replaced	1FMZU72KX3ZB37766
Police	78	Mileage / Age Replaced	2B3KA43V19H548619
Police	81	Mileage / Age Replaced	2B3AA4CV2AH139075
Internal Services	901	Mileage / Age Replaced	1FDWF37F9YEB20622

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

B. Consider Proposal for Purchase of Fleet Service Truck Replacement

Mr. Mitchard reported the Public Works staff is asking for approval and authorization for the purchase of a service truck replacement for unit 901 from E&J Equipment Sales. The sale price for the replacement unit is \$118,000. The trade-in value for our current service truck is \$8,000. The net difference is \$110,000 and is consistent with the approved budget amount. The vehicle to be replaced is 14 years old with many defects. In addition, this unit is inadequate in payload and equipment to transport the oils and fluids associated with the generator services performed at our municipal locations. In discussions with three separate builders, and upon receiving quotes from all three vendors, we have determined that the unit sold by E&J Equipment is the best value.

Following discussion, it was the consensus of the Committee of the Whole to forward for approval.

C. Consider Resolution Authorizing the Use of MFT Funds for the Spring Creek Section 2 Street Improvement Project

Mr. Mitchard reported this is a housekeeping item required for the expenditure of MFT funds for the Spring Creek Section 2 Street Improvement project. A resolution for expenditure of funds is needed so IDOT can authorize MFT money against this account. This project has been completed,

and this is simply the paperwork end to closing out engineering services and construction for the project. It was noted by Mr. Mitchard that both Spring Creek Phase 1 and 2 combined are considerably under budget.

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

AGENDA ITEM 6: Executive Session

No items to discuss.

AGENDA ITEM 7: Other Business

1. Mr. Mitchard reported that a bid opening was held today for the water main addition to the Western Bypass. Three bidders ranged from \$605,938 to \$911,872. The engineer's estimate was \$527,773, but, due to directional boring and the presence of boulders and high groundwater, the bids came in higher. Because of the importance of this project, it is recommended that the village accept the low bid and award the contract to R.A. Mancini Contractors, Inc. in the amount of \$605,938. Even though over our estimate, Mr. Schloneger stated the village has the cash on hand to fund this project. Mr. Mitchard said this company is very reputable and specializes in these type projects.

Following discussion it was the consensus of the Committee of the Whole to forward for approval.

2. Mr. Walter Weinert, 905 Lincoln Avenue, Fox River Grove, Illinois, voiced concern about trees and bushes obstructing driving on North River Road and also about gravel from Star Drive spilling over onto North River Road. He also complained about bushes extending out onto the bike trail behind Ganek Municipal Center. Mr. Mitchard responded his department will look into the trimming of trees and bushes, but the Star Drive situation has to be addressed by the private residents who own that road and where the village has no jurisdiction

AGENDA ITEM 8: Adjournment

There being no further business, Chairperson Smith adjourned the meeting of the Committee of the Whole at 7:59 p.m.

Submitted: Jerry Kautz, Village Clerk