

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
October 23, 2007

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee Spella; Trustees Dianis, Glogowski, Sosine, Smith, and Steigert; and President Schmitt

Staff Members Present: William Ganek, Village Manager; Jeff Mihelich, Assistant Village Manager; Jack Walde, Finance Director; Bob Mitchard, Public Works Director; and Kelly Cahill, Village Attorney

AGENDA ITEM 4: Public Works & Safety

- A. Consider Bid for Phase 6 Wastewater Treatment Plant Expansion – Fence, Gates, and Automatic Gate Opener.

Trustee Spella opened the meeting and asked the Committee if Bob Mitchard could present item four due to his scheduling issues. The Committee approved the request.

Mr. Mitchard then presented the bid from Durabuilt Fencing LLC, for the fencing, gates, and automatic door opener, for the Wastewater Treatment Plant. He noted that this was the second lowest bidder, but due to the lowest bidder not including a \$5000.00 contingency amount in their proposal, it was recommended that the Village go with the lowest clean and appropriate bid.

Mr. Glogowski was concerned with security between the time that the old fence is taken down and the new fence going up. Mr. Mitchard stated that there will be lag time due to the final grading having to be finished before the new fence can be installed. However, installation of the new fence is expected to begin two weeks after the contract is signed.

Ms. Sosine asked if the Village has ever done business with Durabuilt Fence. Mr. Mitchard noted that Durabuilt was never a client of the Village but they did work with the IHC in the past and they highly recommend them.

Ms. Sosine then pointed out the disparity between the budget amounts on the IHC recommendation letter and the spreadsheet for the entire Phase 6 Expansion Project. Mr. Mitchard replied it is probably a typo on the spreadsheet, but the actual cost of this part of the project is still expected to be under budget. Mr. Mitchard will supply the correct amounts to the Village Board if the Committee makes a recommendation on the bid.

The Committee of the Whole recommended unanimously that the bid for fencing, gates, and an automatic gate opener for Phase 6 of the Wastewater Treatment Plant Expansion project, be forwarded to the Village Board for consideration.

AGENDA ITEM 2: Community Development

A. Case Number 2007-15 / Family Dental, 120 Eastgate Road, Special Use Permit

Mr. Mihelich gave a brief overview of the petition for a special use permit for a dental office in the Eastgate Court Retail Center. The only issue in question was if there was enough parking. Mr. Mihelich said with cross parking at the retail center, customers will be able to use any of the 98 parking spaces.

The Committee of the Whole recommended unanimously that the special use permit for Family Dental be forwarded to the Village Board for consideration.

AGENDA ITEM 3: General Administration

A. Presentation of the Financial Audit for Fiscal Year Ending April 30, 2007.

Mr. Walde provided an overview on how the financial audit works and the steps to be taken after the audit is complete. He listed the different types of reports that needed to be completed and how they are submitted. Mr. Walde also wanted to publicly acknowledge the outstanding work his staff did, specifically Susan Skillman and Jodie Proschwitz, working with the auditing firm McGladrey & Pullen. Mr. Ganek added that the GFOA recognized the Algonquin audit report as a quality document in the past and also acknowledged the work of the finance staff and the auditing firm.

Mr. Walde then introduced Linda Abernathy with McGladrey & Pullen. Ms. Abernathy presented the completed audit to the Committee and provided a brief summary of the reports included.

Mr. Glogowski asked what the "Total Primary Government Numbers" included on page five. Ms. Abernathy stated that number encompasses all funds except for police and fire pension funds.

Mr. Steigert commented about the quality of the audit document and thanked the finance and auditing firm staff. He had several questions regarding specific reports. Several were regarding the formatting of the reports and would like to see several items highlighted to bring attention to them. He also stated it was good to see the reserves are up to 4.4 months.

Mr. Steigert asked why the revenue stated on page eight had decreased. Mr. Ganek said it was because there were fewer development related infrastructure items dedicated to the Village.

Mr. Steigert also asked if we were still a part of the North Central Narcotics Task Force (NCNTF) as shown on page nine. Mr. Ganek said we are still a member but not the sponsoring agency.

Mr. Steigert asked, in regards to the Custodial Credit Risk on page 35, what collateral banks are to be using. Mr. Walde stated we require the safest collateral which are U.S. treasuries.

Mr. Steigert then pointed out on page 45, the two categories for fund transfers were the same. Mr. Walde said they are to balance out the accounts.

Ms. Abernathy concluded with the two page letter from the auditing firm to the Village Board. The letter outlined the audit adjustment and stated there were no problems with the audit or performing the audit. Mr. Walde added that major corporations typically have an audit committee, and in this case the Village Board takes the place of that committee.

B. Consider Resolution Endorsing the Metropolitan Mayors Caucus Greenest Region Compact.

Mr. Ganek presented the Greenest Region Compact. He summarized program strategies and goals, and pointed out that many of the items the Village has in place already.

Mr. Smith asked if there is a governing body that will be looking over the participating municipalities and if there are penalties if goals are not reached. Mr. Ganek replied no to both questions.

The Committee of the Whole recommended unanimously that the Resolution Endorsing the Metropolitan Mayors Caucus Greenest Region Compact be forwarded to the Village Board for consideration.

C. Consider Ordinance Amending Chapter 33, Liquor Control, to provide a Class A-4 Liquor License.

Mr. Ganek presented a request by Martini Manicures, located at 1209 S. Main Street, for a liquor license. There currently is no classification for this type of request. There are three options that can be considered; first is to create a new license classification (A-4) to accommodate this type of request; second is to issue them a tavern license; third is to deny the request altogether.

Mr. Dianis asked if any other communities are currently allowing this type of business. Mr. Ganek replied there was one possible in Schaumburg. Ms. Cahill added this was the newest trend in Chicago. Mr. Dianis then asked if the Village was anticipating more businesses like this. Mr. Ganek stated it was possible, but couldn't offer any predictions as to future requests.

Mr. Smith asked if the alcohol served would be sold to customers or offered free of charge. Mr. Ganek replied that it has to be sold to patrons, whether it be cash per the drink, or built into the service fee.

Mr. Glogowski asked if the employees of the nail salon would attend Basset Training classes. Mr. Ganek said current liquor license requirements would still have to be met with this new classification. It was also noted that Martini Manicures would limit drinks to two per customer.

Chairman Spella stated that he has no problem with this idea, but asked if there is a history of violations with this type of business. Ms. Cahill replied that that information was not obtained at the time, but along with Village standards the business will also have to meet the McHenry County Health Code.

The Committee of the Whole recommended unanimously that the ordinance amending Chapter 33, Liquor Control, be forwarded to the Village Board for consideration.

AGENDA ITEM 5: Executive Session
None necessary.

AGENDA ITEM 6: Other business

Mr. Glogowski brought up an article in the Northwest Herald about a minor league baseball stadium being built in Huntley. He had asked if the following quote from the article was true. "Heitman said Friday night that he was aware of Huntley's interest. His group also had heard from officials in Woodstock, McHenry and Algonquin, he said." Mr. Ganek stated that you can't believe everything you read. Mr. Glogowski was satisfied with this answer, and the issue was closed without further discussion.

AGENDA ITEM 7: Adjournment

There being no further business, Chairman Spella adjourned the meeting of the Committee of the Whole at 8:10 pm.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Susan Morgan". The signature is written in dark ink and is positioned above the printed name.

Susan Morgan, Recording Secretary