

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
September 9, 2014

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Acting Chairperson Robert Smith, Trustees Debby Sosine, Jerry Glogowski, Jim Steigert, and President John Schmitt

Staff Members Present: Tim Schloneger, Village Manager; Bob Mitchard, Public Works Director; and Michael Kumbera, Assistant to the Village Manager. Kelly Cahill, Village Attorney, and Jerry Kautz, Village Clerk, were also in attendance.

Absent: Trustees Brian Dianis and John Spella

In the absence of Chairperson John Spella, Bob Smith Chaired and called the meeting to order at 7:30 p.m. and announced those in attendance. A quorum was established.

AGENDA ITEM 2 Community Development
Nothing to report.

AGENDA ITEM 3: General Administration

A. Consider Ordinance Amending Chapter 3, Village Administration, to Update Purchasing Thresholds and Add Comptroller to List of Authorized Signers

Mr. Kumbera reported it is necessary to amend Chapter 3 of the Algonquin Municipal Code to reflect our pending organizational structure as it relates to the village's financial operations. These structural changes are in response to the upcoming vacancy of the Finance Director position. Accordingly, the position of Comptroller is being provided additional authority under Section 3.02 of the Algonquin Municipal Code. Additionally, Section 3.14 is proposed to be amended to modify purchasing thresholds for department head level positions. These measures are to reclassify current employees and responsibilities.

Consensus of the Committee of the Whole is to move on to the Board for approval.

B. Consider Resolution Designating an IMRF-Authorized Agent

Mr. Schloneger reported with the pending retirement of the village's current Illinois Municipal Retirement Fund- (IMRF)-Authorized Agent, it is necessary to adopt a resolution appointing a new Authorized Agent for IMRF. The reasons for an IMRF-Authorized Agent are:

1. To centralized the local administration of IMRF to one person
2. To file payroll reports and member forms, pay contributions, file benefit applications for members, and advise members and local governing bodies

3. To act as the agent of the governing body in certain IMRF matters

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

- C. Consider Resolution Urging McHenry County to Adopt the Conventional Intersection with Requested Stakeholder Modifications as the Preferred Alternative for the Randall Road at Algonquin Road Intersection for the Randall Road Project

Mr. Schloneger and President Schmitt reported the McHenry County Transportation Committee has advanced a recommendation for a conventional intersection at Algonquin and Randall Roads as part of the Randall Road Corridor project. It is now appropriate for the Village Board to review the recommendations and formally express its position to the McHenry County Board. A brief presentation was given to allow the Committee of the Whole to see what changes and improvements are being planned. The County Board will be meeting next Tuesday; Mr. Schmitt is planning to attend and present the proposed resolution in strong favor of the modified conventional intersection.

Consensus of the Committee of the Whole is to move on to the Board for approval.

AGENDA ITEM 4: Public Works & Safety

- A. Consider Bids for Boyer Road Reconstruction

Mr. Mitchard reported this item is an emergency project that was unbudgeted. The section of Boyer Road that is slated for reconstruction in this job was originally the responsibility of the developer that controls the Esplanade property, but, due to financial constraints, they were unable to fulfill their obligation to construct this project in a timely fashion. Due to the extremely harsh weather last winter, this area of Boyer Road was severely impacted and basically blew apart, creating extremely hazardous driving condition for the many motorist who use this route. The village and V3 Companies moved swiftly to get this project on the docket for construction this season. Our original estimate for the work was about \$500,000.

It is staff's recommendation that the Committee of the Whole take the necessary action to move this agenda item immediately to the Village Board for their approval of a contract with A Lamp Concrete Contractors in the amount of \$421,266.90. There was an omission on the part of V3 when putting together the bid package that left several pay items off the bidding document. This omission will result in a necessary change order to the project that will add about \$31,000 to the job. This omission does not change the order of the low bid results and will just be an administrative adjustment to the contract that will be appropriately handled between the engineer, the Village of Algonquin, and the contractor once the contract is approved. Mr. George Schober of V3 Companies was available for questions. This emergency work is projected to be completed by November 21.

Consensus of the Committee of the Whole is to move on to the Board for approval.

- B. Consider Bids for Hot In-Place Scarification in the Dawson Mill and High Hill Subdivisions

Mr. Mitchard reported staff opened sealed bids on August 29 for the projects involving Hot In-Place Scarification of the asphalt surfaces in the Dawson Mill and High Hill Subdivisions. Two qualified

bidders submitted, with American Asphalt being the low bidder at \$68,126. The village has worked with American Asphalt twice in the past and find their work and professionalism to be of high quality. The engineer's estimate for the project was \$71,547. The village's budget for this project, which involves work on Sawmill, Millcreek, and Dawson Lane in Dawson Mill Subdivision and on Shagbark and Candlewood Courts in High Hill Subdivision, is \$67,500. This very small overage in the MFT budget is not a concern, and we, therefore, recommend that the Committee of the Whole take the necessary action that allows the village to enter into a contract with American Asphalt in the amount of \$68,126 for the provision of hot in-place scarification services.

Consensus of the Committee of the Whole is to move this item on to the Board for authorization.

C. Consider Resolution Authorizing the Use of MFT Funds for Hot In-Place Scarification in the Dawson Mill and High Hill Subdivisions

Mr. Mitchard reported IDOT requires that the Village Board pass a resolution that allows for the expenditure of Motor Fuel Tax money for maintenance activities performed on village-owned streets. Once the resolutions are passed, IDOT allocates this money towards our MFT expenses. We are recommending awarding this bid to American Asphalt in the amount of \$68,126. However, this resolution asks for an expenditure of \$75,000. The MFT resolution request is in case we have any change orders or additions to the American Asphalt bid once we get in the field and start performing work. This is to prevent us from having to do further bureaucratic steps in the future with IDOT and potentially having to come to the Board again with a supplemental resolution. At the end of the project, a balancing expenditure sheet is done and turned in to IDOT for final approval. Whatever money that we do not spend as part of the resolution comes back to the village's available spending pool of MFT money.

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

D. Consider Agreement with V3 Companies for Engineering Services for Boyer Road Improvements

Mr. Mitchard reported staff is asking approval for an agreement with V3 Companies of Illinois Ltd. for construction management services in the amount of \$48,765. This is an emergency project for the reconstruction of Boyer Road from 200 feet south of Corporate Parkway to the village limits. Due to poor sub-base of the road and the harsh winter conditions, the road has fallen into major disrepair making it hazardous for driving and a liability for the village. The road cannot be held together through typical maintenance practices such as filling pot holes and patching rough sections in order to complete our usual engineering and construction cycle of three years. Therefore, this is an emergency project that was designed this budget year with construction to begin immediately. We have a surplus of money in the Street Improvement Fund due to the delay of the Cumberland Parkway/Copper Oaks Section 2 project until next fiscal year. Therefore, we will be able to transfer money in order to cover this improvement.

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

AGENDA ITEM 5: Executive Session
Nothing to report.

AGENDA ITEM 6 Other Business

Nothing to report.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Smith adjourned the meeting of the Committee of the Whole at 8:13 p.m.

Submitted: Jerry Kautz, Village Clerk