

VILLAGE OF ALGONQUIN  
COMMITTEE OF THE WHOLE  
Meeting Minutes  
Algonquin Village Hall Board Room  
October 14, 2008

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

Present: Chairperson – Trustee Spella; Trustees Glogowski, Smith, Sosine, and Steigert; and President Schmitt were present in person. Trustee Dianis was present via phone.

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

**AGENDA ITEM 2:**

Chairperson Spella made a motion to allow Committee Member Dianis to participate in the meeting by audio (phone). Trustee Sosine seconded the motion. The Committee of the Whole then voted unanimously to allow Trustee Dianis to attend tonight's meeting via phone.

**AGENDA ITEM 3:** Community Development  
No items to discuss.

**AGENDA ITEM 4:** General Administration

- A. Consider Resolution Determining the Amount of Funds to be Levied for 2008 Real Estate Taxes

Mr. Ganek provided a brief overview on the resolution and why it is needed. The Village would need to hold a public hearing in accordance with *Truth in Taxation* requirements due to the amount of the increase being above 5%. This is not the approval of that amount; it is just setting the request for the levy so that the public hearing can be held.

Mr. Smith asked if the decrease in property value is taken into consideration. Mr. Ganek stated that it would and that new construction would help offset any decline in property values.

The Committee of the Whole recommended unanimously that the Resolution Determining the Amount of Funds to be Levied for 2008 Real Estate Taxes be forwarded to the Village Board for consideration.

- B. Consider Resolution Adopting the Identity Theft Prevention Program

Ms. Kollings presented the Identity Theft Prevention Program to the Committee. This program is a requirement by the *Fair and Accurate Credit Transaction Act* and must be in place by November 1, 2008.

Mr. Glogowski asked why loans were included in the language. Mr. Walde responded that the law was written to include all types of industries. Mr. Ganek added that Village resolution mirrors what is defined in the law.

Regarding page two of the Ordinance, Mr. Dianis asked where it refers to opening and restoring accounts and if it should include maintaining accounts as well. Ms. Cahill stated that language could be added. The Committee agreed that "Maintaining Accounts" should be added to the resolution.

The Committee of the Whole recommended unanimously that the Resolution Adopting the Identity Theft Prevention Program with the added language as noted above be forwarded to the Village Board for consideration.

C. Consider Ordinance Amending Section 41.16, Automated Traffic Enforcement, and Chapter 42, Administrative Adjudication

Ms. Kollings summarized the two changes that need to be made to the Municipal Code in regards to Automated Traffic Enforcement and Administrative Adjudication. Chapter 42 needs to be amended to give the Village Manager authority to appoint a replacement law judge in the event that the Village's primary law judge is unable to attend Municipal Court. Chapter 41, Section 16 needs to be changed to reflect the policy in regards to how non-resident offenders may contest a violation.

Ms. Sosine asked if the qualifications for any law judge appointed would be the same as we have for the primary. Ms. Kollings replied that they would. Ms. Sosine then asked if the Village has a list of qualified personnel to choose from. Ms. Kollings stated that staff has a number of people with whom they are familiar who could fill in if needed.

Regarding Section 3A of the Ordinance, Mr. Dianis asked how a nonresident would be able to contest a violation in writing. Ms. Cahill replied that there are instructions printed on the violation that is sent to the respondent as to all their options and how to appropriately contest a violation.

The Committee of the Whole recommended unanimously that the Ordinance Amending Section 41.16, Automated Traffic Enforcement, and Chapter 42, Administrative Adjudication, be forwarded to the Village Board for consideration.

D. Consider Ordinance Declaring Certain Property as Surplus

Mr. Ganek summarized the need to declare a number of vehicles as surplus because the cost of maintaining them is no longer cost effective. He also noted that replacements for these vehicles are in the budget.

The Committee of the Whole recommended unanimously that the Ordinance Declaring Certain Property as Surplus be forwarded to the Village Board for consideration.

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

A. Consider McHenry County Council of Government Damage Assessment Mutual Aid Intergovernmental Agreement

Mr. Ganek presented the proposed agreement to the Committee. He stated that this agreement is similar to the one with McHenry County in that if there is a disaster or crisis, the Village would be willing to provide support for other municipalities as well as receive help if needed. This agreement covers areas such as building inspectors.

Ms. Sosine asked if the insurance costs would remain the same. Mr. Ganek replied in the affirmative.

The Committee of the Whole recommended unanimously that the McHenry County Council of Government Damage Assessment Mutual Aid Intergovernmental Agreement be forwarded to the Village Board for consideration.

B. Consider Resolution Adopting the National Incident Management System (NIMS)

Mr. Ganek summarized what NIMS is and how employees of the Village who could be involved in an emergency have received training in this system to some extent. He continued by saying that it is important for the Village to officially recognize the use of this system as Village protocol so that, in an emergency situation, the Village would be able to quickly and effectively work with other organizations or municipalities with little confusion as to chain of command and processes.

The Committee of the Whole recommended unanimously that the Resolution Adopting the National Incident Management System (NIMS) be forwarded to the Village Board for consideration.

C. Update the Randall Road Improvement Study Prepared by the McHenry County Highway Department

Mr. Ganek provided an update as to the various options that are being considered for Randall Road at Algonquin Road. He noted that the intersections affected would be Randall and Algonquin Roads, Randall Road and Bunker Hill/Huntington Drive, and Randall and Stonegate Roads.

With no further comments or questions and no official action needed to be taken by the Committee at this time, Chairperson Spella closed the discussion on item 5C.

**AGENDA ITEM 6: Executive Session**  
No items to discuss.

**AGENDA ITEM 7: Other business**

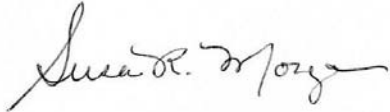
- A. Mr. Ganek and Mr. Mitchard provided an update on the Huntington Hill project. Mr. Mitchard stated that all water concerns have been corrected and that construction is on schedule.
- B. Mr. Smith asked if the frontage road in front of JC Penney is working. Mr. Ganek stated that it is and it is doing well.
- C. Mr. Mitchard offered an update on the Algonquin bridge water main project. He stated that it is complete; they anticipate that the pipe will be in service by the end of the week and that water restrictions will be lifted in the near future.
- D. Mr. Steigert commended Famous Dave's restaurant. He was impressed with their policy to card everyone who orders alcoholic beverages.
- E. Mr. Glogowski presented to the Committee concerns from residents who live behind Jacobs High School. They would like the Village to address the public address speaker volume at the football field on Sunday mornings. President Schmitt offered to reach out to the organizers of the events.

- F. Mr. Glogowski then presented to the Committee concerns from residents at Glacier and Lake Cook Road regarding the speed of vehicles. Mr. Ganek replied that he will forward this item on to the Police Department.
- G. Mr. Glogowski then asked how the repairs to "Shooting Star" are coming along. Mr. Ganek stated they are waiting for the gentleman who is making the repairs to finish his move and then he can provide an update at that time.

**AGENDA ITEM 7:** Adjournment

There being no further business, Chairman Spella adjourned the meeting of the Committee of the Whole at 8:05 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Susan R. Morgan".

Susan Morgan, Recording Secretary