



**Village of Algonquin  
Committee of the Whole Meeting Minutes  
Held in Village Board Room  
October 11, 2016**

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

Present: Trustees, Debby Sosine, Jerrold Glogowski, Bob Smith, Brian Dianis, Jim Steigert, and President Schmitt. Village Clerk Jerry Kautz was also in attendance.

Staff Present: Tim Schloneger, Bob Mitchard, Susan Skillman, and Attorney Kelly Cahill.

Chairman John Spella called the Committee of the Whole meeting to order at 7:30 p.m.

**AGENDA ITEM 2:** Audience Participation  
None

**AGENDA ITEM 3:** Community Development  
None

**AGENDA ITEM 4:** General Administration

**A. Consider an Ordinance Increasing the number of Class A and Class F Liquor Licenses**

In accordance with an ordinance passed in 2013 limiting the number of allowable liquor licenses in all classes to the number of licenses issued at that time, the attached proposed ordinance increases the number of available Class A liquor licenses by one, F Liquor Licenses by one. This change is the result of requests from:

(1) 423 Café LLC d/b/a Mia's Café, 4120 E. Lake Cook Road, Algonquin a new business that will be opening soon. They are requesting to be able to sell/serve alcohol on premises for consumption on and off the premises. Trustees Sosine and Steigert had serious concerns about this business being mainly interested in video gaming. President Schmitt said the gaming area would be closed off from the main eating area that will serve Italian cuisine for lunch and dinner with coffee and desserts. Trustee Smith said this is a high end type business. Mr. Schmitt added that staff would closely audit the sales since the gaming revenue cannot exceed food sales revenue as stated in our ordinance. Trustee Sosine, Dianis, and Steigert are not in favor of this business. It was later mentioned that the food that would be sold would not be prepared on site but supplied by Mandile's Restaurant. This is against our liquor ordinance. After discussion, Chairman Spella tabled this item until the next Committee of the Whole meeting to discuss.

(2) Buona Beef, LLC, 501 S. Randall Road, Algonquin to be able to sell/serve alcohol (beer and wine only) on the premises for consumption on the premises in their restaurant. Consensus of the Committee of the Whole for this Class F license was to pass on to the Board for approval.

**B. Consider Ordinances Abating a Portion of Taxes Heretofore Levied to Pay Principal of and Interest on Certain General Obligation Refunding Bonds**

Susan Skillman reporting:

Village ordinances that were approved in relation to Bond Series 2013 (Wastewater Treatment Facility expansion) and 2014A (Public Works Facility construction) require that Kane and McHenry County Clerks to annually levy taxes to provide funds for payment of the principal and interest coming due for each referenced bond series. The 2016 tax levy for these bond series are \$808,325.00 and \$606,675.00 respectively, or a total of \$1,415,000.00.

The Village has historically abated property taxes for our General Obligation Bond Series. As a condition to abate the debt service in the tax levy, the Village is required to have funds on deposit sufficient to pay the principal and interest on the bonds when due. Staff recommends approval of the tax abatement ordinances for Bond Series 2013 and 2014A.

Consensus was to move on to the Board for approval.

### **C. Consider a Formalized Petty Cash Policy**

Susan Skillman reporting:

Proposed is a Petty Cash Policy which formalizes the Village of Algonquin's process for disbursement of incidental expenses where a formal requisition and check would be impractical. Each petty cash fund is assigned a custodian who is responsible for maintaining and reconciling the fund. Periodic audits of the fund are performed to ensure proper control is maintained. Consensus of the Committee of the Whole is to pass on to the Board for approval.

### **AGENDA ITEM 5: Public Works & Safety**

Bob Mitchard reported the following:

#### **A. Consider an Agreement with Schefflow Engineers for 2016 IMS Project Inspectional Services**

Per the RFP all firms submitted a cost based on the RFP for observation & documentation, as well as management of Material Testing. Utilizing the modified decision matrix, the firm that provided the best value was Schefflow Engineers. This firm listed the top rated inspector and had a middle of the pack cost. In addition, Schefflow has recently completed the Stonegate Roadway project which was very successful and has the same general contractor as the 2016 IMS project. The Village budgeted an amount of \$46,800.00. The estimated cost of services of the recommended firm is in the amount of \$45,000.00.

Schedule Analysis: Notice of Award = 10-19-16, Start of Construction = 10-11-16' End of Construction = 11-30-16

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

#### **B. Consider the Purchase of Ford F550 Truck from Marrow Brother Ford in Greenfield, IL**

As part of the FY 2016-17 budget, a service vehicle was approved to be purchased out of the Water & Sewer Operating budget in the amount of \$90,000 (split 50/50 between water and sewer). This purchase would eliminate vehicle 810 (crane truck) and 813 (service truck). Vehicle 813 has been identified as a unit for replacement based upon a growing history of mechanical problems, ineffectual layout and low quality fiberglass toolboxes. The vehicle was purchased in 2004, currently has 53,000 miles and has been used in the capacity of lift station maintenance and construction activities. Vehicle 810 currently employs a crane and large platform, was purchased in 2007, and works alongside 813. Staff has secured a written quote for a Ford F550 truck chassis and Maintainer body with metal tool boxes and crane. The cost has come in at \$99,545, which is \$9,545 over budget. However, staff plans to surplus and auction off vehicles 810 & 813, which is estimated to bring in about \$10,000. This should make up the difference for the overage. If not, the department has excess money in the water distribution maintenance line items from hydrant painting to cover the excess cost. Staff's recommendation is to issue a purchase order to Morrow Brother Ford of Greenfield, IL in the amount of \$99,545 for the purchase of a new service truck.

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

**AGENDA ITEM 6:** Executive Session  
None

**AGENDA ITEM 7:** Other Business

(1) President Schmitt displayed the 2016 Illinois Transformer Award celebrating collaboration and innovation in local governments. It was awarded to Algonquin this year. Congratulations to staff that made this possible.

(2) Mr. Glogowski asked if the Village can address the community sign as part of downtown restoration in the future. The current village ordinance prohibits LED signs but Mr. Smith stated strides have been made to improve digital signage and also wishes this to be discussed at a future Committee of the Whole meeting.

**AGENDA ITEM 9:** Adjournment

There being no further business, Mr. Spella adjourned the Committee of the Whole meeting at 8:12 p.m.

Submitted: Jerry Kautz, Village Clerk