



**Village of Algonquin  
Minutes of the Committee of the Whole Meeting  
Held in Village Board Room  
October 24, 2017**

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

Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt. A quorum was established.

Staff Present: Village Manager Tim Schloneger; Community Development Director, Russ Farnum; Senior Planner, Ben Mason; Public Works Director, Bob Mitchard; Police Sergeant, Jim Sowizrol; Village Clerk, Jerry Kautz and Village Attorney, Kelly Cahill were also in attendance.

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

**AGENDA ITEM 2:** Public Comment – Audience Participation  
None

**AGENDA ITEM 3:** Community Development

**A. 101 S. Main Street – Case Number PC 2017-07  
1) Certificate of Appropriateness Appeal – Demolition**

Mr. Ben Mason reported:

The Village purchased 101 S. Main Street earlier this year, and has applied for a Certificate of Appropriateness for demolition of the commercial structure located on the property in question. In accordance with Section 10.07.C.3.e of the Old Town District Preservation Code, demolition is considered a 'major improvement' and was reviewed by the Historic Commission earlier this month. The subject property is located on the east side of South Main Street, adjacent to Crystal Creek. The building had been for sale on and off over the past decade, and has not been occupied on a consistent basis since 2009.

Staff contends that the existing building on the property is not of significant architectural interest that its removal would be a detriment to the public interest. The structure was rated a 5/10 in the Historic Commission's Old Town Survey and is a vernacular early 20th century brick commercial building with a single story façade on Main Street. One of the more notable aspects of the building was its use as a car dealership and service garage, with overhead garage doors on both the front and rear facades. The building has undergone some minor remodeling from its original design, including the mansard roof overhang that was added in the 1960s.

Staff also believes the demolition of the building will not affect the aesthetic cohesiveness of the Old Town District as a whole. The building has limited historic architectural significance and retention would not have a substantial effect toward helping preserve and protect the general standards of the Old Town District Preservation Code. There are other examples of similar commercial buildings from the same 1910s era on Main Street that were constructed as automobile dealerships, notably the structures at 113 S. Main and 200 S. Main. The building has low desirability as a commercial structure at this time, due to a significant extent to its location in the floodplain of Crystal Creek and history of flooding in the lower level. The Village Engineer has offered an assessment of the current conditions, including the limitations its continued presence would pose as part of the Village's downtown streetscape project. Attached is the memorandum from Christopher Burke Engineering (October 2, 2017), which documents the challenge of retaining the building given its immediate proximity to the bridge over Crystal Creek that needs to be reconstructed. Repairing or rebuilding the structure's foundation would not be in the public's best interest, as the building is in a vulnerable position adjacent to the creek and will be prone to continued flooding over time as the force of the creek has already demonstrated. The goal will be to lay back the banks of the creek and naturalize

the slope to make Crystal Creek into a complement to downtown, rather than the channelized and poorly functioning design it has been restricted into. With regards to whether retention of the existing buildings would promote the general welfare by maintaining and increasing real estate values, generate additional business in the Old Town District, create new employment opportunities, attract tourists, encourage study and interest in the village's history, or make the village a more attractive and desirable place to live, in fact, the opposite is true. The property is clearly not serving as a draw for area visitors or as an economic engine for Old Town. The building has been vacant for over a decade – despite being for sale at a reasonable price – and the Village Engineer's findings suggest that the most cost effective course of action for future use of the property is to remove the building and incorporate the property into the downtown streetscape project for public benefit.

On October 11, 2017, the Historic Commission considered the petition and voted 5-0 to recommend denial of the petitioner's request for demolition. The commission expressed concern about the loss of another commercial building in the core of downtown and suggested the Village start committing resources toward the restoration and preservation of buildings in the Old Town District. Staff supports the demolition of the building on the subject property (option C) and also recommends waiving the 2-year waiting period to obtain a demolition permit because realistic alternatives – including adaptive reuse – are not likely due to the cost of work necessary to preserve the structure. Additionally, Section 10.14 of the Preservation Code allows for: "Nothing in this Chapter 10 shall be construed to prevent the maintenance, repair or enhancement of any public facility or infrastructure project that is deemed necessary by the state, county, the Village or any public utility company." Therefore, staff recommends that a Certificate of Appropriateness be approved for demolition with the following condition: The Historic Commission shall have an opportunity to walk through the building and salvage any pieces or take any photographs for its archives prior to demolition.

During discussion several questions were asked by members, Mr. Glogowski stated that the demolition will allow for that section of downtown to have a nice pathway to Cornish Park and the Fox River. Ms. Jasper wanted to verify that one of the options would be to offer the property for sale to a developer. Mr. Mason responded that was only one of the options but the building has been virtually vacant for almost ten years. She also wondered if the Historic Commission had the same documentation that the Committee of the Whole has, then why did the commission vote against the demolition. Mr. Steigert stated he thinks the demolition will greatly benefit downtown. Ms. Brehmer asked why the Historic Commission never physically inspected the building in question. Mr. Mason did not know. Mr. Spella said the demolition would open up Main Street and the area. Ms. Sosine stated the Historic Commission does try to keep historical value but apparently did not know that there were flood problems and water under the foundation that basically renders the building useless.

Following discussion, it was the unanimous consensus to pass this item on to the Board for approval.

**B. Consider a Public Event Permit and Waiver of Fees for the Lions Club Annual Christmas Tree Sale**

Mr. Russ Farnum reported:

The Algonquin Lions Club has again petitioned for their annual Seasonal Event Permit to hold Christmas Tree Sales at the Algonquin State Bank lot at the corner of Huntington and Randall Road. The Lions Club is requesting that the fee be waived, as they are a not-for-profit organization. The fee is \$50 per day and, if charged, would be over \$1,500.00. The Village Board has traditionally granted their fee waiver request.

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

**AGENDA ITEM 4: General Administration**

**A. Consider a Donation of Real Property Located on Oceola Drive**

Mr. Schloneger and Bob Mitchard reporting:

The successor trustees of the Roumaine B. Stepanek Revocable Living Trust would like to donate property to the Village. The property consists of four lots located on the Fox River side of Oceola

Drive (permanent index numbers of 19-34-357-018, 19-34-357-019, 19-34-357-020 and 19-34-357-021). The terms of the donation state that the Village will be responsible for the 2017 property taxes, in the approximate amount of \$2,000. Once we take possession, we will proceed with annexing the property and removing it from the tax rolls. Public Works will make the site into a picnic-open space area on the riverfront for the public to enjoy. Restoration will likely cost less than \$5,000. Thereafter there would be minimal annual maintenance costs for mowing and trash clean up.

During discussion, Mr. Glogowski asked if the property is in the Village limits. Mr. Mitchard said it is not but would be annexed into the Village once the donation is final. Ms. Brehmer asked if plantings need to be done. Mr. Mitchard replied that the property is wooded and would need some clearing out, but the maintenance needs afterward would be minimal.

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

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

Mr. Mitchard reporting:

### **A. Consider an Agreement with Water Well Solutions for the Well 13 Rehabilitation Project**

This project was sent exclusively to Water Well Solutions as they are the Villages preferred and primary Well Rehabilitation contractor. As you are aware, the Village has in the routine maintenance contract already pulled the well pump and performed the down hole inspection of the well. That inspection reported significant issues with the status of Well 13. The Village has used that report to form the scope of services which includes but is not limited to: Mobilization, existing pump motor disposal (mercury remediation), new 50hp Hitachi pump Motor, recondition of the Bowl Assembly, recondition of column pipe, & testing. The well screen will also be rehabbed by having the plugging material removed via a double disk surge block with purge pump system.

One bid was received in the prescribed time from 'Water Well Solutions' in the amount of \$55,795.51. This project did not have an engineer's estimate of cost, but comparing previous rehab project the cost is \$55,795.51. In order to cover the cost of the proposal it has been determined that all of the \$40,000 budgeted (07700400-44418) for Well 8 and 20K of the 40 K budgeted (07700400-44418) for rehabilitation of Well 9 this year, will be used to fund for this project. We will then need to reinstate 8 and 9 into next year's budget. This decision has been made as Well 13 is a high priority installation and is currently not running due to rehabilitation need. The Village has extensive experience with Water Well Solutions of Elburn, IL. The contractor is very aware of the Villages requirements and operations. It is for those reasons and the analysis conducted that Staff recommend that the Committee of the Whole take the necessary action to move this on to the approval of the full Board, to award a contract to Water Well Solutions, waiving any bidding requirements, in the amount of \$55,795.51 for the subject project contract.

Following discussion, it was the consensus to pass on to the Board for approval.

### **B. Consider an Agreement with EEI for Engineering Services for the Water System Model Evaluation of PRV's Project**

Staff reviewed the Proposals for the Engineering Services as indicated in discussions had with the proposer on April 24th 2017, regarding the Water System Model Evaluation of PRVs project in the Village of Algonquin. Please note, while this particular project name does not appear in the budget, the project is in fact an extension of the Water Model Maintenance line item listed Water Division Maintenance Budget. During scoping, it became apparent that several other projects would be impacted by this study, including those listed in the PRV Replacement Program. You may recall that during scope meetings it was determined by VoA staff that many of the distribution system control devices were not well vetted and value engineered during the Water System Master Plan process. Considering our forecasted budget of updating these critical elements, and the high unit cost to replace each device, it was determined that an extensive review of the distribution system operation and overall control plan be reviewed. This lead to the significant expansion of the scope of services

beyond the typical yearly water model maintenance. Mr. Mitchard personally accepts the culpability for not asking these critical questions earlier in the game, to ensure that each device is critical to how our system operates and functions. The engineer was never instructed to examine the system to such a high level of detail, assuming that staff felt that all devices in the system were necessary to operate our complex, multi-zone water system. Assuming that we can eliminate even one Pressure Reducing Station from our system would save us \$250,000.00, making this fee money well spent. Engineering Enterprises, Inc. has been the Villages go to design firm for the past several water system improvement projects, and as such the request for proposal was indicted to them exclusively. The one bid submitted was Engineering Enterprises, Inc. in the amount of 6,880.00. The Water Division maintenance budget indicates a Water Model Maintenance budget of \$6,000.00 within the 07700400-42232 line item. This budget is well short of the \$36,880.00 cost. However; in looking at the current status of the budget it was determined that the additional funds could be used from the other capital improvement line items. The investigation into the approved capital improvement design budget revealed that the listed Eastgate & Highland WM project is best suited being wrapped into the Huntington to Countyside WM East (H&C WM East) project.

Staff recommends Engineering Enterprises Inc. who has a well-documented history with the Village of Algonquin. EEI currently holds the most current digital water main model and has been operating this model for the last several years. Therefore, the recommendation is that Engineering Enterprises, Incl. be considered by the Committee in the amount of \$36,880.00. This cost is based on NOT TO EXCEED Fee, with payment of actual hours charged to the project.

During discussion it was noted by Staff that this project is not time sensitive.

Consensus of the Committee of the Whole was to move this item along to the Board for approval.

**AGENDA ITEM 6:** Executive Session

None

**AGENDA ITEM 7:** Other Business

(1) Trustee Brehmer request the Board to consider amending the Municipal Code to include conflict of interest & ethics to those chapters pertaining to advisory commissioners. She stated many of the surrounding communities felt it important to approve funds to have clear policies regarding commissioners. She then named ten of those municipalities that modified their municipal codes. Ms. Brehmer is concerned that there are many positions open and it would be a good time to have a new policy in place. She wants a clear policy to prevent accusations by having indisputable rules of conduct in place. President Schmitt respond that this subject was brought up before and that there are already State of Illinois statutes that are in place for ethics and that the statues over rule local authority. Furthermore, the Village of Algonquin has never had a conflict with any commissions in the past. There is an Economic Statement of Interest that all of public officials have to sign including commissioners that relate to doing business with the Village of Algonquin and forbids doing so. Mr. Schmitt further said it is hard enough to get good people to volunteer and should not have to put them through this scrutiny since there are State statutes in place. Attorney Cahill added; there is common law for conflict of interest but it is up to the person to adhere to statutes as the Village cannot force them to give consensus either way, and most importantly commissions don't vote on any issues or items as they are only advisory boards.

**AGENDA ITEM 8:** Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 8:21 p.m.

Submitted: Jerry Kautz, Village Clerk