



**Village of Algonquin  
Minutes of the Committee of the Whole Meeting  
Held in Village Board Room  
May 8, 2018**

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

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

Absent: John Spella who was then seated at 7:32 pm.

Staff Members Present: Village Manager, Tim Schloneger; Community Development Director, Russ Farnum; Senior Planner, Ben Mason; Assistant Public Works Director, Michele Zimmerman; Project Manager, Shawn Hurtig and Village Clerk, Jerry Kautz.

Trustee Steigert, 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  
None

**AGENDA ITEM 4:** General Administration  
None

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

**A. Presentation on the Current Condition and the Decorative Elements of the Downtown Streetscape**

Mr. Shawn Hurtig gave a presentation with displayed information and exhibits on the existing conditions of various elements of the Downtown Streetscape. This information can be viewed on the Old Town Algonquin website. The Committee Members for the most part liked the proposed plans so far and suggested Staff look into softer colors in certain areas.

There was a concern about the personalized bricks that were installed years ago and have since been removed. Residents that had purchased those bricks will be able to retrieve them at the Public Works Facility in the near future.

**B. Consider an Agreement with Christopher B. Burke Engineering for Work Associated with Land Acquisition, Resubdivision, and Conceptual Plans of Parking Areas**

(Ms. Zimmerman reported on the following Public Works items)

Before the Committee of the Whole tonight is an engineering agreement with Christopher B. Burke Engineering for the work associated with land acquisition, resubdivision, and conceptual plans of the parking areas behind all the businesses fronting on S. Main Street and backing up to S. Harrison Street, which includes the public parking areas currently owned by the Village of Algonquin. In order to revitalize this area of downtown, ample and convenient parking for the businesses is critical. The streetscape project will decrease the number of available parking spaces on Main Street, between Route 62 and the Route 31 Bypass. Although this reduction is not significant, we feel that it is very important to increase the available parking behind the businesses and make the parking lot more accessible and friendlier for customers who choose to visit our downtown vendors. We have also provided a verbal description of the property owners and the disposition of their individual properties and design concerns. Additionally, graphical representations show the impacted area and the relationships of property ownership

and a preliminary visual of how the proposed parking area might look when completed. Work scoping of the project includes handicapped spaces, lighting, combined strategic locations for dumpster enclosures, undergrounding of overhead utilities, coordination with the Riverwalk and Main Street Pedestrian Walkways, and drainage improvements for private and public spaces.

The Public Works Department recommends that the Committee of the Whole take the necessary action authorizing the Board of Trustees to enter into an agreement with CBBEL for \$43,351.00 involving property rights acquisition and conceptual design services to improve the parking areas on S. Harrison Street.

During discussion, it was noted that Staff has had positive conversations with the various property owners.

Following discussion, it was the consensus of the Committee of the Whole to move onto the Board for approval.

### **C. Consider an Agreement with Christopher B. Burke Engineering Ltd. For the Main Street over Crystal Creek Ph. 3 Services**

This being IDOT funded (partially) that Village typically only uses our Village Engineering Firm for Construction Management services. As such, only CBBEL was sent the Request for Proposal (RFP), which included not only project inspection, but also Ph. 3 design services (shop drawing review). I reviewed CBBEL's proposal with an emphasis on their understanding of the project.

Per the RFP CBBEL submitted a cost based on the RFP for pre-construction activities, shop drawing review, observation, documentation, as well as QA Material Testing. As the designer of the project, it is very appropriate that CBBEL also conduct the shop drawing reviews of this project, which will consist of not only structural elements, but also various electrical and decorative items. Village. While the proposal does not indicate the onsite personnel that will be used by CBBEL for construction observation, all previous experience with inspectors from CBBEL over the last 5 years has been very positive. CBBEL is acutely aware of the need to have a Resident Engineer that is well versed in IDOT formwork and processes.

The Village did not specifically budget an amount for this project, as it was originally included in the Stage 1 section of the Downtown Streetscape. In the FY2018/19, there is as a prorated amount of \$945,000.00 in 04900300-45593 as part of the Design Build for inspectional services. Considering the track we have been on, the \$945K should sufficiently cover the remaining design build inspection, as well as this proposal. The estimated cost of services of the recommended firm is in the amount of \$224,986.91. This contract will be paid on actual hours of listed personnel.

Schedule Analysis:

Inspectional Services Proposal Recommendation to COTW = 5-8-18

Inspectional Service proposal to Full Board = 5-15-18

Start of Construction = 6-4-18

End of Construction = 12-29-18

Following discussion, it was the consensus of the Committee of the Whole to move onto the Board for approval.

### **D. Consider an Agreement with Lakeshore Recycling Systems for Street Sweeping**

Bids were opened on April 24, 2018 for contracted service for Village street sweeping. There were two bidders on the program with Lakeshore Recycling Systems out of West Chicago coming in the lowest at \$54,758.00. This price is for 11 sweepings throughout the year; 1 each month starting in May, 2 a month for October and November, and two optional sweepings in December depending on winter conditions. Public Works decided to bid this service because we discovered through our Cityworks analysis, that it was more cost effective to contract this out. Since this is our first time outsourcing this service, Public Works met with Lakeshore Recycling on May 1, 2018 to discuss the contract and our expectations. Our impression of the company and its representatives was very favorable. They currently provide sweeping services to 60 municipalities throughout the Chicagoland area, and their references provided nothing but good feedback. Money has been budgeted in the Motor Fuel Tax Fund to pay for this

service. Therefore, it is Public Works recommendation the Committee of the Whole take action to move this matter forward to the Village Board for approval of Lakeshore Recycling Systems to perform street sweeping services for the bid price of \$54,758.00.

During discussion, Ms. Zimmerman noted that the company has a five-day window for the cleaning and they will be working during normal day business hours.

The Committee of the Whole consensus was to pass on to the Board for approval.

#### **E. Consider an Agreement with Lorig Construction Company for Asphalt Material**

A housekeeping item: Bids were opened for asphalt material purchase April 24, 2018. Three bids were received for the project. Lorig Construction Company, Inc. was the low bid for the material at \$206,400.00. The amount was budgeted in the MFT Fund under the Materials line items. This is asphalt the Village will purchase in order to do in house repairs and patching to various streets. Eligible repairs are pothole filling, patching, surface course, and edge repairs. We use a combination of both surface course and binder course material to complete this type of work, both of which are shown in the bid documents. Lorig Construction Company has completed several re-surfacing jobs for the Village of Algonquin, and the asphalt mix has been satisfactory. Therefore, it is Public Works recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of Lorig Construction Company to provide asphalt material for the bid price of \$206,400.00.

The Committee of the Whole consensus was to pass on to the Board for approval.

#### **F. Consider an Agreement with Nation Power Rodding for Storm Sewer Structure Cleaning**

Bids were opened on April 24, 2018 for contracted service for storm sewer structure cleaning. There were 3 bidders on the program with National Power Rodding out of Chicago coming in the lowest at \$50,000.00. We are on a 5 year cleaning cycle and this marks year one of that cycle. This year's contract proposes that 250 structures be cleaned which are shown on the maps attached to the contract document. Public Works has used National Power Rodding in the past for both storm and sanitary sewer line flushing and structure cleaning. We found their service to be excellent. Provided reference were also checked with favorable results. Money has been budgeted in the Motor Fuel Tax Fund to pay for this service. Therefore, it is the recommendation of Public Works that the Committee of the Whole take action to move this matter forward to the Village Board for approval of National Power Rodding to perform storm sewer structure cleaning services for the bid price of \$50,000.00.

A question of how long it will take to complete this contract was answered by Ms. Zimmerman saying, not sure, as it all depends on how much debris or damage is found.

The Committee of the Whole consensus was to pass on to the Board for approval.

#### **G. Consider an Agreement with H&H Electric Company for Street Light Maintenance**

On April 24, 2018, bids were opened for Village owned street light maintenance. One bid was received for the project, which was H&H Electric Company out of Franklin Park in the amount of \$188,290.78. This contract provides for the maintenance of 22 controller cabinets to attain and maintain Village owned streetlights and lighting systems, as well as non-routine repair work to carry out emergency repairs, and for the repair of the street lighting equipment and cabling.

The Village will get charged \$214.60 per cabinet every month, which results in a yearly maintenance cost of \$56,654.40.  $\$214.60 \times 12 = \$2,575.20$  per year for each cabinet  $\$2,575.20 \times 22$  cabinets = \$56,654.40 per year \$56,654.40 is the entire yearly cost to the Village should there be no issues or non-routine repairs needed to the system. If unforeseen circumstances occur, and repairs need to be made to the street lights and their appurtenances, the Village will be charged the unit prices as listed in the contract. This contract runs from July 1, 2018 to June 30, 2019 with the option to renew for an additional year at June 30, 2019. Since there is on-going work in downtown, the 3 cabinets located in this area have been bid to start routine maintenance on January 1, 2019 making the routine cost for the first year of the contract only \$52,791.60. Should any issues come up with the street lights in the downtown area between now and January 1, 2019, they will be handled with Village staff or as part of the downtown

contract. H&H Electric Company currently holds the contract for our traffic signal maintenance. We have found their service to be satisfactory and have had no issues with the company. Money has been budgeted in the Motor Fuel Tax Fund to pay for this service. Therefore, it is Public Works recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of H&H Electric Company to perform street light maintenance in the Village of Algonquin.

Ms. Brehmer asked, why might take so long to repair a certain light fixture? Ms. Zimmerman explained, there are many different types of lighting within the Village and that some of the replacement elements that are not inventoried may take as long as six to eight weeks to receive.

It was the consensus of the Committee of the Whole to move onto the Board for approval.

**AGENDA ITEM 6:** Executive Session

None

**AGENDA ITEM 7:** Other Business

(1) Trustee Brehmer stated, she is concerned about the truck traffic and the roundabout proposed for Main Street and Cary Road. She read a list of current statistics for truck traffic patterns on Main and would like to have a specific truck enforcement officer on our police force. Trustee Glogowski disputed the statistics stating his own investigation of trucks using Main Street or the Western By-pass (Rt. 31). As for the roundabout, most trustees are not in favor of them but the majority did say, that in this case, with the steep grade of Main Street it would be the best solution.

**AGENDA ITEM 8:** Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 8:36 p.m.

Submitted: Jerry Kautz, Village Clerk