



Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
June 12, 2018

AGENDA ITEM 1: Roll Call – Establish a Quorum

Present: Trustees Debby Sosine, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt

A quorum was established.

Absent: John Spella (was seated at 7:33 pm)

Staff Members Present: Village Manager, Tim Schloneger; Public Works Director, Bob Mitchard; Utilities Superintendent, Jason Schutz; Deputy Police Chief, Jeff Sutrick; Village Clerk, Jerry Kautz; and Attorney, Kelly Cahill.

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

AGENDA ITEM 2: Public Comment

None

AGENDA ITEM 3: Trotter & Associates Solar Feasibility Study Results Presentation

Jason Schutz introduced Ben Steele from Trotter and Associates Inc. who conducted a presentation of their findings whether it is feasible or not to go with solar energy at two of our Village owned sites, one being Wastewater Treatment Plant (125 Wilbrandt Drive) and other being Water Treatment Plant #3 (1 000 Square Barn Rd). This presentation will include a few options available at the two locations including visuals of the proposed installations and the associated mounting structures, charts detailing the Installation Cost and the Return on Investment (ROI), as well as general benefits and detriments of such systems. Following the presentation there was a summary of the findings.

WWTP

4.5% Capacity of kilowatts used

Cost of roof mount panels (not including cost of new roof for sludge storage building) - \$196,000.

ROI 11 years (10-18) Total return 180%

WTP #3

27% Capacity of kilowatts used

Cost of 5-foot-high ground panels - \$186,000.

ROI 11 years (10-18) Total return 190%

Mr. Mitchard stated afterwards, these are options for alternative energy and it is up to the Village Board to consider if this is the way to go. Further questions from the Committee were how heavy are the panels and how strong against breakage. Each solar panel weighs 60 pounds and that 4-inch hail will not break the panels. The reason for ground mount panels at the WTP #3 is there is plenty of space available at the location, whereas the WWTP is confined in space required.

Chairman Steigert asked each Committee of the Whole Member for consensus.

It was unanimous that Staff should move forward and proceed with plans.

AGENDA ITEM 4: Community Development

A. Consider a Special Event Permit for Clarendale Car Show, July 8, 2018

Clarendale of Algonquin has applied for a Special Event Permit for a Car, Truck and Motorcycle Show on Sunday, July 8, 2018. Committee and Board approval is required due to their request to have a DJ and amplified music and announcements at the event. The event will be daytime, running 10:00 am to 3:00 p.m., thereby minimizing concerns over the amplified music creating noise issues with nearby homes to the north and south. Parking will be across Algonquin Road in a variety of private parking lots (Clarendale staff is currently arranging with the property owners to provide for this). Clarendale will run their vans as shuttles to and from the parking areas, thereby minimizing pedestrian crossings of Algonquin Road.

In addition, Clarendale has secured Lake in the Hills police for traffic control during the event, further minimizing impacts on Algonquin Road or concern over pedestrians and the busy roadway. Portapotties and handwashing stations will be provided for public use.

The event is a fundraiser for the Alzheimer's Association, so it is recommended that the event fees be waived for a non-profit entity. Further, Clarendale has requested a 5 by 10 sign be allowed to promote the event. Normally such signs are limited to 4 by 8, but in this case the additional size is needed due to the location on Algonquin Road.

Mr. Steigert asked if there is sufficient parking because of the show cars, visitors, and resident's cars. He was assured by Clarendale representative that there would be plenty of parking available.

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

AGENDA ITEM 5: General Administration

A. Consider Certain Items as Surplus

Tim Schloneger reported as part of the FY 18/19 budget, the Village has replaced the conference room chairs in the General Services Administration Department. The chairs are worn and have no further utility for Village use. In addition, the desk chair in the Village Manager's Office has broken and is no longer safe for use.

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

B. Consider an Ordinance Establishing Prevailing Wage Rates for the Village of Algonquin6.

Tim Schloneger reported this is a housekeeping item. Per state statute, the Village is required to pass an ordinance establishing prevailing wage rates on an annual basis for public works projects. The Prevailing Wage Act requires contractors and subcontractors to pay laborers, workers, and mechanics employed on public works construction projects no less than the general prevailing rate of wages (consisting of hourly cash wages plus fringe benefits) for work of a similar character in the county where the work is performed.

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

AGENDA ITEM 6: Public Works & Safety

A. Consider an Agreement with School District 300 for a Police Officer Liaison at Each Middle School

Deputy Sutrick reported this is a Police Liaison Program Intergovernmental Agreement between Community Unit School District 300 and the Village of Algonquin. If approved, this IGA will begin with the 2018-2019 school year and define the duties, responsibilities and costs associated with placement of one School Resource Officer at Algonquin Middle School and one at Westfield Community School. The wording and intention is identical to the IGA used for the School Resource Officer position at H.D. Jacobs High School and like that agreement, will automatically renew annually. The Village will provide to School District 300 qualified Police Officers who are in good standing with the Village to interview

for the position of Police Liaison Officer at Algonquin Middle School and Westfield Community School. A joint Committee comprised of personnel designated by School District 300 and the Village of Algonquin Police Department shall decide which Police Officer(s) would best meet the requirements and criteria of School District 300 for its Police Liaison Officer. The Village shall provide Police Officers with the following desired qualifications for interview:

- Illinois Certified Police Officer
- Attended a 40-hour Basic School Resource Officer training class (to be obtained within 6 months of the start of assignment).
- Trained in gang resistance and alcohol/drug resistance curricula;
- Verbal, written and interpersonal skills including public speaking;
- Knowledge of, and experience in, matters involving cultural diversity;

The Village shall assign to School District 300 the Police Officers chosen by the Committee to act as the Police Liaison Officer on issues of security and community education. However, the Village Police Officer will remain an employee of the Village and all personnel rules applicable to said Village Police Officer shall continue to apply to the Police Officer and the Police Officer will at all times abide by all personnel rules of the Village of Algonquin and the applicable Collective Bargaining Agreement even when serving as School District 300's Police Liaison Officer. As an employee of the Village and not the School District, the Village Police Officer shall not be entitled to any benefits that the School District provides to its employees. The scope of the Police Liaison Officer's duties and responsibilities may be changed or redefined at any time when agreed upon by both the Village Police Department and School District 300. During discussion, Mr. Schloneger stated this project is pro-active and money well spent. Sixty-six percent of the officers' salaries will be picked up by the District with one officer per school. The DARE Program is still in service for the elementary schools through 5th grade. Both Trustees Brehmer and Steigert voiced concern about spreading the department too thin by taking officers off patrol, but Deputy Sutrick responded that this matter is being studied and schedules are being reviewed. Since the position is for basically nine months of the year, it gives the department latitude in scheduling vacations. In addition, the Resource Officers will probably use their personal vehicles to travel back and forth from home saving the need for additional squads. Following discussion, it was the Committee of the Whole consensus to move this item forward to the Board for approval.

B. Consider an Agreement with Chicagoland Paving for the Asphalt Bike Path Repair Project

Bob Mitchard reported, bids were opened on May 31, 2018 for contracted service for asphalt bike path repair. There were three bidders on the program with Chicagoland Paving out of Lake Zurich coming in the lowest at \$107,500.00. This contract will remove and replace approximately 3,247 square yards of failed bike at various locations throughout the Village. Please note, the bid as read was for \$107,800.00 due to a calculation error on the contractor's bid tab. However, with the corrected amount of \$107,500.00, Chicagoland Paving is still the low bidder. Public Works has used Chicagoland Paving in the past for tennis court re-surfacing and parking lot maintenance and we found their service to be excellent. Provided references 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 that the Committee of the Whole take action to move this matter forward to the Village Board for approval of Chicagoland Paving to perform asphalt bike path repair for the bid price of \$107,800.00.

Discussion Ms. Brehmer asked if this work will be in the entire bike path throughout the Village or where needed. Mr. Mitchard replied where is required the most.

Consensus was to move this item to the Board for approval

C. Consider an Agreement with D'Land Construction for the Concrete Curb, Sidewalk, and Driveway Removal and Replacement Project

Bids were opened on May 31, 2018 for contracted service for concrete curb, sidewalk and driveway removal and replacement. There were seven bidders on the program with D'Land Construction out of

Algonquin coming in the lowest at \$382,900.00. Public Works does not have any experience with this contractor but provided references were checked with favorable results. Money has been budgeted in the Motor Fuel Tax Fund to pay for this service. Therefore, it is Staff's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of D'Land Construction to perform concrete removal and replacement for the bid price of \$382,900.00. Consensus was to move this item to the Board for approval

D. Consider an Agreement with US Tennis Court Construction Company for the Tennis Court Repair and Maintenance Project

Bob Mitchard reported in reviewing the bids, the low bidder provided no references, and noted on their bid, "Will provide references if we are awarded the job". Additionally, "like" products were specified, and Staff could find no on-line presence for this company. I was unable to confirm the qualifications of this submission based upon the failure to provide product compliance and references as required by the bid specifications. In looking at the second bid, U.S. Tennis Court Construction Company, Staff has found this company to be qualified. This company is well known in the area and I received positive reviews from the four referred customers Staff contacted.

The bid from U.S. Tennis Court Construction Company contained some recommendations to reduce costs by eliminating some of the specified work, which would not be necessary on all of the sites. The total cost for the work we are recommending is \$55,760. This will provide the restoration and rehabilitation of the courts at Snapper Field, and the resurfacing of the courts at Spella Park. Snapper Field is a roll over project from last year, and with the state of the tennis courts, we recommend adding Spella Park to this project. As stated, these projects are supported by roll over funds in the General Services budget from last year. It is therefore Staff's recommendation to award the contract for tennis court repair and maintenance to U.S. Tennis Court Construction Company of Lockport, IL for \$55,760. The Committee of the Whole consensus was to move this item forward to the Board for approval.

AGENDA ITEM 7: Executive Session
None

AGENDA ITEM 8: Other Business

- (1) President Schmitt reported that there are samples of the proposed Downtown brick work and stone for the vertical columns on display Towne Park for a week.
- (2) There is a 5 percent cut in LGDF payments and the 2 percent administrative fee was lowered to 1.5%. There is hope the payments may go back to 10% but it is not definite.

AGENDA ITEM 9: Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 8:32 p.m.

Submitted: Jerry Kautz, Village Clerk