



**Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held in Village Board Room
September 10, 2019**

AGENDA ITEM 1: Roll Call – Establish Quorum

Trustee Jim Steigert, Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m. Present: Trustees Debby Sosine, John Spella, Janis Jasper, Jerry Glogowski, Laura Brehmer, Jim Steigert, and President Schmitt. A quorum was established.

Staff Members Present: Village Manager, Tim Schloneger; Recreation Superintendent, Katie Gock; Community Development Director, Russ Farnum; Assistant Public Works Director, Michele Zimmerman; Police Chief, John Bucci; Village Clerk, Jerry Kautz and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment
None

AGENDA ITEM 3: Presentation Pertaining to the Zoning/Regulating Aspects of the Recreational Marijuana Law, given by the Law Offices of Zukowski, Rogers, Flood & McArdle

Attorney, David McArdle gave a concise presentation regarding the implications of zoning and regulations for municipalities concerning cannabis use and sales. Staff will have to look at all aspects and discuss with Board members the direction the Village would like to move.

AGENDA ITEM 4: Community Development
Russ Farnum Presented

A. Consider a Special Event Permit for St. Vincent DePaul Walk for the Poor to be held on September 21, 2019 (Rain date September 28, 2019)

Steve Ludwig has applied for a Special Event Permit on behalf of the St. Vincent DePaul Society, St. Margaret Mary Conference, Annual Walk for the Poor. This is a 5k walk planned for September 21, 2019, with a rain date of September 28. This is the primary fundraiser for this charitable organization. The application thoroughly outlines their setup and operations. This event has been held multiple years and there have not been any issues with this event in the past.

Committee members may wish to recommend a 5-year approval of this event.

Consensus was to move this item forward to the Board for a five consecutive year approval.

AGENDA ITEM 5: General Administration
Katie Gock Presented

A. Consider the Pool Sand Filter/Chemical Controller Replacement Project for the Lion's Armstrong Memorial Pool

In anticipation of the winter season, staff has been evaluating and planning for the replacement of mechanical equipment at the Lions Armstrong Memorial Pool. In recent years, the Village has invested in this facility to keep current with customer demands while prioritizing deferred maintenance items to keep the facility operating safely and efficiently. Some of these improvements include the deck expansion (Snapper's Field Improvement Project), bath house flooring replacement, and pool basin painting project. There are two major items for the upcoming year that will need to be addressed. First, the sand filter system which was replaced in 1997 and has a life of 15 to 20 has one or more hairline cracks that leak water into the pump room. While it does fully operate today, these are signs of an imminent system failure that will result in an immediate and prolonged shut down of the facility. Secondly, the chemical controller that monitors and feeds chemicals to the pool experiences intermittent failures requiring manual intervention to insure the pool remains in specified regulatory ranges to stay open.

Replacement of both of these items require licensed engineering drawings and a permit from the Illinois Department of Public Health. Staff has procured engineering drawings for the replacement of these two items and secured pending approval from the Illinois Department of Health.

At this time, we are requesting that the Committee of the Whole provide direction authorizing staff to issue a request for proposals for this work. Based on informal estimates provided to the Village, this work may cost at least \$100,000 to \$125,000 to perform (equipment and labor).

Due to the lead-time to fabricate a new filtration system and avoid any interruption for the 2020 pool season, staff is recommending that this work occur in the fall or winter. At this time, it is anticipated that existing fund balance in the Park Improvement Fund be used to finance this expense. Consensus is to forward to the Board for approval.

AGENDA ITEM 6: Public Works & Safety
Michele Zimmerman Presented

A. Consider an Agreement with V3 Construction Group for the Grand Reserve Drainage Repairs

Christopher B. Burke Engineering analyzed bids received for the above project. Being the design engineer on the project, they were able to confirm pricing with the contractor and that all aspects of the construction can be performed adequately. The Village has a history working with V3 Construction Group on past projects of this nature, using them as both a design engineer and a construction contractor.

The engineer's estimate of probable cost, compiled by CBBEL on 8/2/2019, was \$222,350.00. The low bidder price came in at \$247,000.00. Per the recommendation put together by CBBEL and the analysis of the late season bids, we feel the low bid pricing is commensurate with the design intent. Money for this project was passed as part of the 2019–2020 FY budget in account 04900300 43370, Street Improvement Fund, in the amount of \$300,000.00. Therefore, the low bid is still \$53,000.00 lower than our budgeted amount. Thus, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of a construction contract with V3 Construction Group for Grand Reserve Drainage Repairs to in the amount of \$247,000.00.

Note: All work will be done in open areas with no impact to residents.

Consensus was to pass this item on to the Board for approval.

B. Consider an Agreement with Christopher Burke Engineering for Grand Reserve Drainage Repairs Construction Management Services

There was a proposal from Christopher B. Burke Engineering for construction management services in the amount of \$20,520.00 for the Grand Reserve Drainage Repair project. Construction management services for this project were passed as part of the 2019–2020 FY budget in account 04900300-42232, Street Improvement Fund, in the amount of \$30,000.00. This project is described as the construction of drainage improvements consisting of native seeding and stream restoration, ditch regrading, storm sewer underdrain, riprap installation, wetland seeding, and native restoration.

Christopher B. Burke Engineering was the design engineer for this project. Therefore, they are intimate with the plan set and the required inspection time needed to ensure a quality built project. They are also familiar with the specifications needed to construct the project in order to review and approve materials and shop drawings.

Thus, 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 construction management services for Grand Reserve Drainage Repairs to Christopher B. Burke Engineering for \$20,520.00.

Consensus was to pass this item on to the Board for approval.

C. Consider an Agreement with Applied Ecological Services for the Construction of the Souwanas Creek Reach 2 Improvements

HR Green analyzed the bids received for the above project. Being the design engineer on the project, they were able to confirm pricing with the contractor and that all aspects of the construction can be performed adequately. The Village has a history working with Applied Ecological Services on past projects of this nature, using them as both a design engineer and a construction contractor.

The engineer's estimate of probable cost, compiled by HR Green on 4/8/2019, was \$520,600.00. The low bid price came in at \$374,679.53. Per the recommendation put together by HR Green and the analysis of the line item bid prices, we feel the low bid pricing is commensurate with the design intent. Money for this project was passed as part of the 2019–2020 FY budget in account 04900300 45593, Street Improvement Fund, in the amount of \$500,000.00. Therefore, the low bid is \$125,321.47 lower than our budgeted amount making this a very competitive project for the Village.

Thus, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of a construction contract with Applied Ecological Service for Souwanas Creek Reach 2 Improvements to in the amount of \$374,679.53.

Consensus was to pass this item on to the Board for approval.

D. Consider an Agreement with HR Green for the Souwanas Creek Reach 2 Improvements Construction Management Services

Staff received a proposal from HR Green for construction management services in the amount of \$36,740.00 for the Souwanas Creek Reach 2 Improvements project. Construction management services for this project were passed as part of the 2019–2020 FY budget in account 04900300-42232, Street Improvement Fund, in the amount of \$35,000.00, so the proposal is in line with our budgeted number. This project is described as streambank stabilization, restoration of native wetland, savannah and sedge meadow ecosystems, as well as re-grading side slopes of the creek and installing erosion protection. HR Green was the design engineer for this project. Therefore, they are intimate with the plan set and the required inspection time needed to ensure a quality-built project. They are also familiar with the specifications needed to construct the project in order to review and approve materials and shop drawings. Thus, 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 construction management services for Souwanas Creek Reach 2 Improvements to HR Green for \$36,740.00.

Consensus was to pass this item on to the Board for approval.

E. Consider an Agreement with Christopher Burke Engineering for the Ratt Creek Reach 5 Project Concept Plan

As the Village Board may be aware there are Village utilities (mainly sanitary sewer and a small piece of watermain) that run along and parallel with Ratt Creek between Hanson Rd. and Windy Knoll Drive. This location is in the backyards of many homes and is not desirable due to access issues for maintenance. The sanitary sewer also runs directly through Ratt Creek and in the riparian corridor. This makes it virtually impossible to access due to wet conditions which would cause any maintenance vehicles to sink. Should there be a failure of the sanitary sewer in this area, the repair would be a costly and lengthy project with major disruption to residential sanitary service.

Staff has requested a proposal from Christopher B. Burke Engineering Ltd. (CBBEL) to provide surveying services and to prepare a concept plan to relocate these utilities out of the Ratt Creek corridor and out of the rear yards. Village staff will then bring the concept plan to the Village Board to determine the need to relocate the utilities into the Village Right of Ways.

The proposal from CBBEL, in the amount of \$42,166.00, is to perform the necessary field survey work and prepare the concept plan for the relocation.

Staff has reviewed the proposal and feel the tasks and cost are appropriate, and therefore, recommend that the Committee of the Whole take action to move this matter forward to the Village Board for approval of a contract with Christopher B. Burke Engineering in the amount of \$42,166.00.

Consensus was to pass this item on to the Board for approval.

E. Consider Certain Vehicles Surplus

Vehicles to Be Deemed Surplus and turned over to Enterprise Fleet

Unit #:27 Year: 2007 Make: Hyundai Model: Sonata ID/VIN: 5NPET46C57H181552 Description: Retired detective car	Unit #: 104 Year: 2003 Make: Ford Model: Explorer ID/VIN: 1FMZU72K03UC59874 Description: Fleet Vehicle
Unit #: 201 Year: 2003 Make: Dodge Model: Charger ID/VIN: 2B3KAU3D29H557806 Description: Detective car	Unit #: 300 Year: 2008 Make: Jeep Model: Patriot ID/VIN: 1J4FF28B89D102172 Description: CDD vehicle
Unit #: 301 Year: 2005 Make: Ford Model: Ranger ID/VIN: 1FTYR15E35PB05021 Description: CDD Vehicle	Unit #: 303 Year: 2008 Make: Ford Model: Ranger ID/VIN: 1FTZR45E98PB13036 Description: CDD Vehicle

Unit #: 403 Year: 2007 Make: Dodge Model: Dakota ID/VIN: 1D7HW22K17S242926 Description: CDD Vehicle	Unit #: 600 Year: 2008 Make: Ford Model: Escape ID/VIN: 1FMCU59H28KA99715 Description: P.W. General Services Supt.
Unit #: 800 Year: 2008 Make: Ford Model: Escape ID/VIN: 1FMCU59H48KA99716 Description: P.W. Utilities Superintendent	Unit #: 801 & 801spl Year: 2015 Make: Ford Model: F-350 ID/VIN: 1FTRF3B62FEA88487 Description: Water Department truck and plow
Unit #: 806 Year: 2004 Make: Ford Model: Explorer ID/VIN: 1FMZU72K44ZB22800 Description: IT Vehicle	Unit #: 814 & 814spl Year: 2008 Make: Ford Model: F-350 ID/VIN: 1FTWX31R78EE57276 Description: Water Department truck and plow
Unit #: 953 & 953spl Year: 2015 Make: Ford Model: F-350 ID/VIN: 1FT8X3B6XFEB95697 Description: Internal Services Truck and plow	

Consensus was to pass this item on to the Board for approval.

F. Consider a Newly Created Social Services Advocate Position

Chief John Bucci Presented

On February 26th, 2019, the Algonquin Police Department created a part-time Social Service Advocate position to act as a liaison between the PD, the Village, individual community members and community organizations. Since inception of the program, the advocate has received 40 direct referrals from Police Officers and has further recognized a severe need in additional areas that an advocate could be assigned/responsible and that could provide aide and/or assistance.

The part-time position was created to determine the need or feasibility of the Social Service Advocate. It was also possible that the position was not necessary or the need can be fulfilled by outsourcing/inter-governmental agreements. A breakdown of the referrals for the 40 cases shows that 60% of the referrals are from domestic disputes/battery and 10 % are mental health/depression. With six months of data, and limited working hours (part-time), it is believed that the position of Social Service Advocate would be more beneficial as a Full-time position. Allowing for additional hours makes it possible for the position to become more proactive. The Police Department would like to move the current part-time Social Service Advocate position to a Full-time position within the Police Department. In order to accommodate this position full-time, the department will be eliminating the Technical Services Manager position.

Note: The current part time Advocate will be promoted to full time.

Following discussion, it was the consensus to move this item to the Board for approval.

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

None

AGENDA ITEM 9: Adjournment

There being no further business, the Committee of the Whole meeting was adjourned at 9:00 p.m.

Submitted: Jerry Kautz, Village Clerk