

VILLAGE OF ALGONQUIN  
COMMITTEE OF THE WHOLE  
Meeting Minutes  
Algonquin Village Hall Board Room  
November 22, 2011

**Agenda Item 1:** Roll Call to Establish a Quorum

Present: Chairperson: Trustee Debby Sosine; Trustees Brian Dianis, Jerry Glogowski, Robert Smith, Jim Steigert, and President John Schmitt

Absent: Trustee John Spella

**Staff Members Present:** William Ganek, Village Manager; Michael Kumbera; Assistant to the Village Manager; Russ Farnum, Community Development Director; Katie Parkhurst, Senior Planner; Robert Mitchard, Public Works Director; Kelly Cahill, Village Attorney; Michelle Weber, Deputy Village Clerk

Chairperson Sosine called the meeting to order at 7:30 p.m. and established a quorum.

**Audience Participation:** Lauren and Joe Watson requested the Committee to consider passing an ordinance banning the sale of synthetic marijuana. Mr. Ganek explained that Village staff has been researching drafting an ordinance pertaining to this matter. President Schmitt indicated action would be taken soon.

**Agenda Item 2:** Community Development

- A. Starbarks Dog, Inc. (2011-13/) 220 N. Main St. (Southwest corner of Edward and North Main Streets) – Special Use Permit for Dog Daycare, Grooming, Boarding and Training

Mrs. Parkhurst reported this item was discussed at the Planning and Zoning Commission meeting November 14, 2011. The petitioner proposed to open Starbarks Dog, Inc. with operating hours of Monday through Friday 7:00 a.m. to 6:00 p.m. and weekend hours as requested by clients. The services provided will include dog daycare (the major focus of the business), dog grooming, overnight boarding, and a small retail area. The Committee expressed concerns regarding limited parking. Al Grzybek, the owner, believed there would not be a problem with parking since customers would not be spending much time in the facility. They would also have a drop off service where employees would retrieve the dog from the car so the client would not have to leave their vehicle. As the business grows they can also expand their parking to behind the garage. The consensus of the Committee of the Whole was to move this on to the Board for approval.

**Agenda Item 3:** General Administration

- A. Consider Temporary Street Closure for First Annual Algonquin Run for Recreation

Mr. Kumbera presented the 10 mile trail to road race course throughout Algonquin. The race would start at Towne Park Bike Path and would continue through various streets in Algonquin. A portion of the race would require temporary street closures and the beginning of the event. Staff requested permission to close Route 31 for a minimal amount of time while runners passed through this point and closing Huntington Drive for the duration of the race. At the conclusion of the race, staff requested approval to have a band at Towne Park. A portion of the registration fee will be used to support our Youth Fee Assistance program. The Committee would like consideration when closing Huntington to close that road just while runners are in that area. Staff will discuss this with the Police Department. President Schmitt requested that road closure signage be posted in the immediate neighborhood at least one week in advance. Following the conversation, it was the consensus of the Committee to move this to the Board for approval.

**B. Discuss Ordinance Authorizing Referendum for Municipal Electric Aggregation**

Mr. Kumbera explained the possible benefit of the Village's involvement in a municipal electric aggregation program. Currently, 21 Communities in Illinois have successfully passed a referendum for participation in the program and several more local communities are going to referendum in March 2012. With this program the Municipality acts on behalf of its constituents to purchase their electric supply in bulk to achieve greater savings than an individual homeowner or small business could do individually. Consumers would have the option to opt in or opt out of this program. In this process the Village would go out for RFP which upon acceptance of the proposal the Village would enter into a fixed price agreement with the energy supplier. The risk involved would include if energy prices decreased, customers would be required to pay the contracted price. The cost savings would only apply to the electric supply portion of one's bill and the customer will still contact ComEd for outages, billing, and any other services. The Committee expressed concerns of the cost to market/inform the residents of the program. Mr. Kumbera explained the cost to the Village would be minimal; staff would use our current marketing tools such as the Village website, Twitter, Facebook, and other mailers that the Village currently sends out and consultant's fees are not paid by the Village. After discussion it was the consensus of the Committee of the Whole to move this to the Board for approval.

**Agenda Item 4: Public Works and Safety**

**A. Consider Budget Adjustment to Use a Portion of Reimbursement Funds for Public Works and Facility Needs**

Mr. Ganek reported the Village received a reimbursement check from FEMA for \$77,000.00 for the blizzard of 2011. It has been indicated that a portion of these funds are needed for immediate use by the Public Works Staff for current operations and facility repairs. Mr. Mitchard explained where they feel the funds would be best suited to help with current operations.

1. The Streets Division is in need of a new hot box which is used for minor patching jobs and pothole repairs. The current hot box is approximately 15 years old and is in need of repairs and the manufacturer no longer offers parts for this piece of equipment. There are also safety concerns regarding the use of the current hot box. The new hot box would cost \$27,327 less \$2000 trade-in on the old unit comes to \$25,327.

2. Partial replacement of the roof at Village Hall. The complete replacement of the roof is being proposed in the 2012 budget. The leaks in the Village Hall roof has caused damaged to the wood, drywall, ceiling tiles and paint. Its current condition further threatens electrical and intranet wiring. The cost for the partial repair is \$19,500. The balance of the repair is estimated at \$95,000.
3. Public Works requested funds for a sidewalk inspection and maintenance program. The current work force is adequate to support the maintenance of the Village's miles of sidewalk and curbs but is too lean to inspect and document trip hazards and necessary repairs throughout the Village. Mr. Mitchard proposed to rehire a seasonal employee to kick start the program which will develop a foundation for future documentation and forecasted repairs. A sum of \$5,000 would adequately compensate an individual for 3 months which should set the proper course to maintain up to date maintenance records on the entire side walk system in the Village.

After discussion regarding the safety of the hotbox and roof warranty, it was the consensus of the Committee of the Whole to move this to the Board for approval.

**B. Consider Ordinance Declaring Certain Property and Equipment as Surplus**

Mr. Ganek presented the following items to be considered for surplus for the following reasons:

1. Vehicles 71, 75, 111, and 908 are all retired squads that average 124,170 miles on their odometers. These vehicles have been replaced in the Police Fleet replacement guidelines over the years. These vehicles were further used within other departments and are no longer needed. Continued repair of these assets is no longer cost effective.
2. Vehicle 513 was replaced in this fiscal year's budget for the Streets Department. This vehicle meets replacement guidelines in age and mileage and is no longer cost effective to operate given its mechanical condition, body rust and downtime.
3. Vehicle 518 has sufficient rust and decay in body and structural areas. In addition, parts availability has rendered this vehicle vulnerable to excessive downtime and poor reliability. This vehicle is no longer serviceable in our day-to-day operations. This vehicle will be recommended for replacement in this coming budget year.

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

**Agenda Item 5: Executive Session**

Chairperson Sosine asked for a motion to move to executive session for pending litigation moved by Dianis seconded by Smith. Roll call vote voting Aye – Sosine, Dianis, Glogowski, Smith, Steigert Motion carried; 5-ayes, 0-nays, 1-absent. Time 8:23 p.m.

RECONVENE & REPORT: Moved by Dianis, seconded by Glogowski, to reconvene the regular meeting at 8:45 p.m. Roll call vote voting Aye – Sosine, Dianis, Glogowski, Smith, Steigert Motion carried; 5-ayes, 0-nays, 1-absent.

Attorney Cahill reported the Board discussed pending litigation with no action required at this time

**Agenda Item 6:** Other Business

Trustee Glogowski would like to see more up-to-date information on the Village website showing artist renditions of the north and south ends of the Western Bypass. Mr. Ganek will inquire to the availability of artist drawings and have staff include engineering drawings of that section on the Village website.

**Agenda Item 7:** Adjournment

There being no further business, Chairperson Sosine adjourned the meeting of the Committee of the Whole at 8:50 p.m.