



**Village of Algonquin  
Minutes of the Committee of the Whole Meeting  
Held in Village Board Room  
June 11, 2019**

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

Trustee John Spella, Chairperson, called the Committee of the Whole meeting to order at 7:51 p.m. Present: Trustees Jim Steigert, Janis Jasper, Jerry Glogowski, Debby Sosine, Laura Brehmer, John Spella, and President Schmitt. A quorum was established.

Staff Members Present: Village Manager, Tim Schloneger; Community Development Director, Russ Farnum; Public Works Director, Bob Mitchard; Police Chief, John Bucci; Deputy Village Clerk, Michelle Weber; and Village Attorney, Kelly Cahill.

**AGENDA ITEM 2:** Public Comment  
**None**

**AGENDA ITEM 3:** Community Development  
Russ Farnum Presented

**A. Consideration of Melt Pilates Request to use Plaza by Historic Village Hall**

Shannon Tampa of Melt Pilates and Hot Yoga has requested permission to use the plaza next to Historic Village Hall for yoga classes on Sunday mornings and one evening per week.

The Board has already approved use of the Plaza by Bold American Fare for live music on Tuesday, Wednesday and Thursday evenings. Melt will have to schedule their yoga events around Bold's dates. Staff is confident that can be accomplished.

Melt will also have to provide a Certificate of Insurance in accordance with Village requirements prior to use.

Because this request involves the use of public property, Board approval is required. Staff have reviewed this request and have no issues or concerns with the proposal. The anticipated dates are June to September 30, and each night would be weather-dependent.

Questions were raised by the Committee asking if the Village charges for use of the plaza and will Ms. Tampa be charging a fee to attend the classes she is offering and what classes will be offered. Mr. Farnum stated, at this time the Village does not charge for use of the Plaza. If the Board would like to charge for use of the space, the code would need to be changed.

Ms. Tampa indicated there will be a \$10 drop in fee for the class. At this time, she plans on only having a yoga class in the plaza area.

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

**AGENDA ITEM 4:** General Administration  
Michelle Weber Presented

**A. Consider Amending Chapter 33, Increasing the Number of Class A-1 and H Liquor Licenses**

El Niagara, a new restaurant opening soon in the former Lumes building. They are requesting a Class A-1 license, which will allow them to serve alcohol for consumption on premises.

Fox Valley Pottery, is requesting a Class H License. This is our first applicant for a “BYOB” liquor license. This license permits the business to allow customers to bring in their own bottle for consumption in their establishment.

Ms. Jasper asked if the H Class License allows them to have patrons bring alcohol into their establishment at any time.

Ms. Weber explained, although the business cannot advertise liquor consumption is allowed, they can run any class or party and allow BYOB. All persons monitoring classes, that allow alcohol, must be BASSET trained.

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

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

Bob Mitchard presented

**A. Consider Certain Items as Surplus**

Mr. Mitchard explained there are many cars and other equipment that have out lived their useful purpose and some equipment has become obsolete that are in need of being considered surplus.

Ms. Brehmer asked, prior to disposal are other departments asked if the items would be useful to them? Mr. Mitchard explained that he asked other departments if they were interested in any of the office equipment, and they were not.

Mr. Glogowski asked about the large amount of vehicles being surplussed. Mr. Mitchard indicated that this number should go down as they begin the implementation of the Enterprise Lease.

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

**B. Consider Engineering Consulting Agreement with Christopher B. Burke Engineering, LTD. for General Engineering Assistance**

A proposal and resumes for contracted engineer services has been provided by Christopher B. Burke Engineering, LTD. This service will begin immediately upon approval of the Board of Trustees and the individuals will be operating out of the Public Works Facility spare office, and will be tasked with the programs on Page 3 of the attached proposal. The list was compiled in an “Ask and Discuss” session held in our conference room attended by all of the senior public works staff members and our Project Manager. The list is intended as a starting point, is certainly not all-inclusive, and can be modified as Village staff sees fit. Services provided by this engineer can also be offered to Community Development staff and General Administration by sending requests through my office.

During the budget approval process, \$150,000 was appropriated to pay for these services, split equally between the Street Improvement Fund and the Water and Sewer Improvement Fund. The lead engineer assigned to our operation will be Mr. John Heinz, who has a wealth of experience and knowledge in providing quality public works services. His efforts will be augmented by the other three capable engineers when John is unavailable or on vacation. We anticipate this person to work an average of 16 to 20 hours per week at our facilities, or until budget amounts are exhausted.

We believe this will boost our efficiency and provide better service overall to our residents and businesses.

Ms. Brehmer expressed concerns of the high hourly wage of Mr. Heinz, and if the position would better suit a lesser qualified person at a lower hourly wage.

Mr. Glogowski, Ms. Sosine and Mr. Mitchard explained the difference is qualifications and the need to have the higher qualified/experienced person in that position. This person will not only be talking to residents they will also be conversing with engineers and the technical experience is required for this.

Ms. Jasper asked if the full hourly rate is paid directly to Mr. Heinz or if some of that wage goes to CBBEL? Mr. Mitchard explained that CBBEL, as his employer, receives a portion of the hourly wage.

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

**C. Consider Purchase of HP Latex Printer and Accessories for Street Sign Printing from IT Supplies for \$24,284.00**

Per the approved recommendation in the current fiscal year budget, attached are the quotes for the new street sign-printing machine and associated production tools. As you are aware, our current printer is so outdated we can no longer purchase parts. If we have a failure of any critical part, we will be unable to manufacture street signs.

The attached quotes are for a HP latex printer. This is the current industry standard, is a well know manufacturer, and is a tool that should last us for many years to come. It is therefore, my recommendation to purchase this printer and its associated tools from IT Supplies of Rolling Meadows, IL. in the amount of \$24,284.00.

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

**AGENDA ITEM 6:** Executive Session

None

**AGENDA ITEM 7:** Other Business

Mr. Glogowski stated he attended the Shred Event over the weekend and it was quite a success. Although one of the shredding trucks broke down they were able to accommodate all residents. He did suggest that additional staff attend the event to enable traffic to flow through faster.

Ms. Brehmer stated she has received complaints from residents regarding the car charging station in the downtown area. There are non-electric cars parking in the charging spot. Mr. Mitchard indicated he has also received complaints on this and once he is able to create a sign he hopes that will elevate the problem. Ms. Jasper asked if they can be fined. Chief Bucci indicated that the Municipal Code would have to be changed to ticket non-electric cars parked in that spot.

**AGENDA ITEM 8:** Adjournment:

Being no further business, the meeting was adjourned at 8:18 pm.

Submitted by: Michelle Weber, Deputy Village Clerk