



VILLAGE OF ALGONQUIN
Minutes of the Committee of the Whole Meeting
Held On August 9, 2022
Village Board Room
2200 Harnish Dr. Algonquin, IL

AGENDA ITEM 1: Roll Call to Establish a Quorum
Trustee Glogowski, Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m.

Present: Trustees Jerry Glogowski, John Spella, Laura Brehmer, Maggie Auger, Brian Dianis, Robert Smith and President Debby Sosine.

A quorum was established

Staff Members Present: Village Manager, Tim Schloneger; Public Works Director, Robert Mitchard; Deputy Police Chief, Dennis Walker; Deputy Village Clerk, Michelle Weber; and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment

1. Jessica Jacobs – Dawson Lane: Brought up concerns regarding road conditions on Dawson Lane, speeding, and parking near the curve near the townhomes.
Mr. Mitchard and President Sosine explained at this time Dawson Lane is not on the reconstruction plan, public works can look into seeing if patching or resurfacing is an option.
Deputy Chief Walker indicated he can begin direct patrol to reduce speeding. Usually a presense will slow people down. However, if she sees something going on to contact the police department.
Deputy Chief Walker said he would look into the parking problem she described by the townhomes to see what can be done by Ordinance. Trustee Spella agreed, parking on both sides of the street, in the area she described, reduces visibility and is very hazardous. The parking on both sides could possibly hamper emergency vehicles from accessing the area if there was a fire or if an ambulance was needed.

AGENDA ITEM 3: Community Development
None

AGENDA ITEM 4: General Administration

A. Consider an Agreement with Tyler MUNIS for the Annual Software Maintenance

Mr. Schloneger Presented:

To continue utilizing Tyler's MUNIS Enterprise software (accounts payable/account receivable/human resources/budget/general ledger/permitting/self-service/utility billing), we must pay a recurring cost of \$79,766.01. These are perennial licenses with software upgrade entitlements, disaster recovery support, and general support.

These expenses were previously approved as part of the fiscal year 2023 budget, however, as this amount is beyond administrative spending authority, it is recommended the Village Board formally approve this purchase by Resolution

There being no discussion, it was the concensus of the Committee of the Whole to move this item to the Village Board for approval.

B. Consider an Agreement with Motorola Solutions for the Starcom Emergency Siren System Upgrade

Deputy Chief Walker Presented:

The Village's emergency siren system, residing at six (6) sites throughout Algonquin, must be upgraded. The communication or activation system will be upgraded from analog to a Starcom radio system.

The upgrade, totaling \$125,000, was originally budgeted and approved for the current fiscal year 2023. However, due to equipment shortages and inflation, the cost has increased by \$33,000, now totaling \$157,914.39.

The cost to abate the existing system, budgeted for fiscal year 2023, has come under budget and funds are available to make up this difference. It is recommended the Village Board formally approve this purchase by Resolution.

There being no discussion, it was the concensus of the Committee of the Whole to move this item to the Village Board for approval.

AGENDA ITEM 5: Public Works & Safety

Mr. Mitchard presented:

A. Consider an Agreement with Resource Environmental Solutions for the Lake Drive South Detention/Park Naturalization Design Build Services

Staff would like the Board to consider an agreement with Resource Environmental Solutions for design/build services for the Lake Drive South Detention & Park Naturalization project in the amount of \$35,552.00. This project is part of a larger initiative in the Village of Algonquin to restore its mowed turf grass detention basins and other open space areas to native areas.

This past winter, Village crews removed the invasive tree species that were prevalent on the site including the old farm tree row on the berm of the detention basin. These trees had significant failures, were dead, dying and diseased, and were causing hazards to the adjacent homes as well as to people using the property.

The Village has contracted Homer tree service to remove the larger downed trees from the site and stump grind the area in preparation for the native seeding. Stump grinding is scheduled to take place in the next month with site preparation and seeding to occur late fall.

Due to the passive nature of this park, the site is ideal for providing habitat restoration, groundwater infiltration, and stormwater quality run off improvements via native plants.

Of our formerly restored stormwater basin projects, Resource Environmental solutions was responsible for designing and installing four of them. Their experience with this type of work, as well as their knowledge of the Village's natural area plan, makes them a nice fit to perform the work on this project.

This item was not budgeted, but due to the necessity to clear the trees, we are wanting to get the native restoration done this fall so the establishment period can begin and the site can get cleaned up. Funding for the project will come out of the Natural Area and Drainage Fund.

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 design/build services for the Lake Drive South Detention/Park Naturalization project to Resource Environmental Solutions, Inc. for \$35,552.00.

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

B. Consider an Agreement with HR Green for the Ratt Creek Harper Drive Culvert Engineering Services

Staff would like the Committee to consider an agreement with HR Green for engineering design services for a portion of Ratt Creek that flows along Edgewood Drive and through a culvert under Harper Drive. This is an emergency repair that is needed to fix an erosion issue that has become more prevalent in the past year.

In 2004, this portion of the creek was restored and the improvements have generally been performing well. In one location, the 2004 improvements implemented gabion baskets along the downstream end of the Harper Drive culvert. The culvert has a substantial drop at the downstream end and the gabion baskets have begun to fail in the years since their installation. These wire baskets are filled with rock that stabilize the creek banks as the water drops from the culvert. The wire that holds the baskets together has come undone and the stabilizing rock has now been pushed out of the baskets by the force of the water and washed downstream. If we have a significant rain/flooding event, there is now very little material to hold the streambank in place. This will cause the bank to severely erode at Harper Drive undermining both Edgewood Road and Harper Drive.

Therefore, we would like to be proactive and design and then construct this repair before the potential for significant damage which will be much more costly and difficult.

Funding for this work is was not budgeted. However, we will not be doing the Souwanas and Schuett Street road construction project due to the bids coming in over budget. \$1,050,000 was budgeted to do that project so we will use this money for the design and then construction of this emergency repair.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of design services for Ratt Creek Harper Drive Culvert engineering services to HR Green for \$36,950.00.

Following clarification on the cost and time table of the repairs, it was the consensus of the Committee of the Whole to move this forward for Board approval.

C. Consider an Agreement with Christopher Burke Engineering for the Tunbridge Area Road Rehabilitation Phase 1 and Engineering Design Services

The FY 2022-23 Street Improvement Budget included Engineering Design for Weck's Subdivision on the east side Algonquin. When Public Works staff looked closer at the infrastructure in that specific area, it was

determined that a significant amount of water main and sewer would need to be replaced or rehabilitated before the roads could be completed.

Due to budgetary constraints related to water and sewer capital, staff wishes to complete pavement rehabilitation in the Tunbridge area, which has needed work for some time. Tunbridge is the area directly west of Golf Club of Illinois and north of County Line Road. The area to be rehabilitated does not include Stonegate Road which was completed in 2016.

The work will include but is not limited to, intermittent curb and gutter removal and replacement, sidewalk replacement where needed, ADA adjustments, pavement rehabilitation and a new asphalt driving surface. We have attached a Master Agreement Work Order form from Christopher B. Burke Engineering, Ltd. (CBBEL) for Phase 1 and 2 Design Services for this work. It details their tasks related to our discussions with them and is for a cost not to exceed \$203,615.00.

Village staff has reviewed the proposal and recommend that the Committee of the Whole recommend to the Village Board to approve and authorize execution of the Work Order with CBBEL in the amount not to Exceed of \$203,615.00 for the Tunbridge Area Phase 1 and 2 Engineering Design Services with CBBEL.

Following discussion pertaining to the funding, start of construction, and the conditions of the Weck Subdivision, it was the consensus of the Committee of the Whole to move this forward for Board approval.

D. Consider an Agreement with Landscape Concepts Management for the Tree Removal Program

Bids were opened on August 3, 2022 for contracted tree removal services. There was 1 bidder on the program which was Landscape Concepts Management, Inc. out of Grayslake, IL coming in with a price of \$174,995.00.

Landscape Concepts was the contractor for our 2021/2022 winter tree pruning contract. Working with this company proved very successful and we were extremely pleased with their work and customer service. They currently provide tree removal services to several municipalities throughout the Chicagoland area and southern Wisconsin, including Park Ridge, Des Plaines, and Kenosha, and their references provided nothing but good feedback. There is also an option in this contract to renew services for an additional 2 years if both parties are satisfied with the arrangement.

The Motor Fuel Tax Fund budget includes \$100,000 for this work. Since this work of removing standing dead trees is a matter of public safety and Village aesthetics, we intend to authorize work to the full extent of the contract. We will find other moneys within the MFT budget that are unused, or will draft a supplemental resolution to use more of our MFT money on account with IDOT to cover the overage. 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 tree removal services in the amount of \$175,995.00 to Landscape Concepts Management, Inc. for 2022 and further to authorize the Village Manager or his designee to sign an extension of this contract for an additional 2 years at the prices provided in the bid document.

Following clarification of the scope of work, pricing, and timing of reforestation, it was the consensus of the Committee of the Whole to move this forward for Board approval.

E. Consider an Agreement with Edmund S. Wolowiec Trust for the Conveyance of Certain Real Property

For better than 30 years, Port Edward and the Village of Algonquin have been squatters on each other's properties. Port Edward using approximately 4500 square feet of the Riverfront Park lots for parking and boat docks, and the Village of Algonquin encroaching on about 250 square feet of Port Edward's property for electrical control boxes for the former Riverfront Lift Station and lighting for the park.

As an aside, in the past Port Edward has also donated two smallish triangles of property; one on the northeast corner of N. Harrison and Route 62 for traffic signal boxes, and one on the northwest corner of N. Harrison and Front Street for the purpose of landscaping and pedestrian seating and walkways.

Ziya, the General Manager of the restaurant recently approached me to discuss a land swap with the Village to make sure that the restaurant did not lose the parking and boat dock access, and to resolve the issues of encroachment on each entities property which would lower the potential for shared risk should an accident occur, or should the relationship between the Village and the business change, in any way.

Kelly Cahill has provided all of the legal documents attached to this memo that require approval by the Committee of the Whole and then must be executed by the Board of Trustees and the President. I recommend approval of this agreement.

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

F. Consider an Intergovernmental Agreement with Kane County Animal Control for the 2022 Animal Control Services

Mr. Schloneger Presented:

The agreement with Kane County Animal Control has expired, and it is time to enter into another two year Intergovernmental Agreement with them for Animal Control Services. This is an annual housekeeping item.

There being no discussion, it was the consensus of the Committee of the Whole to move this forward for Board approval.

AGENDA ITEM 6: Executive Session

None

AGENDA ITEM 7: Other Business

Trustee Glogowski indicated he toured the construction area on North Main Street and was very impressed with the design and progress. He did notice a steep drop in an area and was wondering if that was in the design. Mr. Mitchard explained, that the grading is not complete. Once finished, that steep drop will be turned into a slight incline and you will not even notice it.

AGENDA ITEM 8: Adjournment

There being no further business, Chairperson Glogowski adjourned the meeting at 8:01 p.m.

Submitted:

Michelle Weber, Deputy Village Clerk