



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Committee of the Whole Meeting

February 12, 2008

Call To Order

The meeting was called to order at 7:32 p.m. Present were Trustees Harlfinger, Murawski, Bogdanowski, Mulcahy, Huckins, Yensen, and President Plaza.

Also present were Village Administrator Gerald Sagona, Director of Public Safety James Wales, Public Works Director Fred Mullard, Village Engineer Dave Van Camp, Parks and Rec. Director Trudy Wakeman, Finance Director Pete Stefan, Community Development Director Dan Olson, Chief of Patrol Services David Brey, Village Attorney Michael Smoron and Village Clerk Denise Wasserman Haugk.

Audience Participation:

Resident at 601 Huron Trail – Husband and her purchased 509 Huron a couple of years ago. During the past two winters, due to the fact Heron Street is sharply sloped, she is concerning that cars will try and stop only to end up in residents front yards or even worse, sliding into their houses. She would like to see Navajo road closed to thru traffic. Any affected residents will have access to Pyott and others have access to Navajo and Willow to Pyott. Administrator Sagona suggested she meet with him.

Administrator:

Director of Public Safety:

Purchase – Dodgen – Incident Command Vehicle – presented by Director of Public Safety James Wales - In the current budget, the Department is authorized to purchase a replacement Incident Command Vehicle. The Department had budgeted \$88,890 for this expenditure plus an additional \$1,390 for emergency lights. The Department subsequently has identified a vendor who has two Incident Command Vehicles that were used as demos. One is a 22' demo which is priced at \$89,180 and has a new market price of \$103,055. The second is a 26' demo that is priced at \$104,460 and has a new market price of \$128,960. Although both vehicles meet the immediate need, the second vehicle is clearly more advantageous in terms of upgrades and equipment, is the better financial buy and will meet the needs of the Department long term. With projected savings made in other areas of the capital equipment that total approximately \$14,319, the expense of the latter vehicle at \$104,460 will exceed budgeted funds by only \$1,251. Spec sheets on both vehicles as well as additional information on other vehicles were presented to the Board. The one downside is that the vendor is selling both vehicles on a first come first serve basis. As such, it would be recommended to authorize the purchase of the 26' demo and if that is not available, to purchase the 22' demo. Trustee Huckins wondered if the vehicles needed any additional accessories. There would need to be minor adjustments, such as pinstriping. Motion was made to place this item on the Village Board Agenda.

Purchase – Currie Motors – 2008 Police Explorer – – presented by Director of Public Safety James Wales – In the current budget, the Department is authorized to purchase on Police Explorer for use in

the truck overweigh enforcement program. This vehicle is no longer available via State bid, however upon research, it was determined that both the Northwest Municipal Conference and the South Suburban Mayors and Managers Association through their purchasing coop have a contract price with Currie Motors. Although it is believed that the contract is arrived at via a bidding process, the Department sought bids from other Ford dealers as well to ensure the price obtained was competitive, which it was. Motion was made to place this item on the Village Board Agenda.

Ordinance – Amending Section 41.01 of the Lake in the Hills Municipal Code - – presented by Director of Public Safety James Wales – The current code adopts specific chapters of the Illinois Vehicle Code (IVC) for enforcement as a local ordinance violation. The Village may statutorily adopt the entire code to allow for the issuance of traffic citations under local ordinance for any IVC violation. With the current limitation of specific chapters, it potentially could impact negatively on a traffic prosecution. Motion was made to place this item on the Village Board Agenda.

Community Development:

Ordinance – Amending the Comprehensive Plan to add Village-Wide Commercial Design Guidelines – – presented by Community Development Director Dan Olson – The 2002 Comprehensive Plan outlines various objectives for site design and building design for commercial areas within the Village. Design Guidelines are one way to implement those objectives. An amendment to the Comprehensive Plan to add Village-Wide Commercial Design Guidelines to Chapter VII – Design Guidelines is therefore proposed. The guidelines do not include the areas along Rt. 47 (Sub area #1), Village Center area and the airport area (Sub area #3). The Planning and Zoning Commission discussed the guidelines last fall and on December 17th approved them unanimously. On January 10th, the Village Board reviewed the amendment and voted to set a public hearing for February 12 at the 7:00 pm. Trustee Yensen was pleased with the “going green” aspect of the plans. Trustee Harlfinger does not like that all the communities look the same. All the communities have prairie style buildings. He likes diversity. Trustee Yensen agrees that there should be architectural diversity. However, she is all for alternative ways of building. Brief discussion took place regarding possible uses and the need for a separate plan for Rt. 47. Motion was made to place this item on the Village Board Agenda.

Informational Item – Algonquin Road Gateway Plan – presented by Community Development Director Dan Olson – At the October, 2007 Stategic Planning Session, discussion took place regarding the area along Algonquin Road in the vicinity of Pyott Road. The conversation related to improving the appearance of the area, a possible veteran’s memorial and annexation issues. In the FY08 Budget, \$5,000 was allocated for the preparation of a plan for this area as a result of the discussions. In mid January, Trustee Mulcahy and staff met with our planning consultant, Planning Resources, to discuss ideas for this corridor. A proposal has been prepared along with an initial rough draft of a Concept Plan for the area. Some of the features of the plan include a park with a veteran’s memorial along the north side of Algonquin Road, just east of Apache Trail. It also includes possible gateway features and streetscape improvements along Algonquin Road. Along the south side of Algonquin Road and a small portion of the north side, the plan calls for the redevelopment of existing commercial area. Trustee Harlfinger believes this is a project that can definitely come to life. He is all for the redevelopment. Trustees Yensen and Mulcahy would like to see a meditation garden of some sort. Trustee Mulcahy mentioned that there is a lot of opportunity for the area.

Engineer:

Parks and Recreation:

Contract – Clarke Environmental Mosquito Management – 2008 Mosquito Abatement Services – presented by Parks and Recreation Director Trudy Wakeman – The FY2008 Budget allows for the contracting of mosquito management services for the Village. The bid opening was held on January 29, 2008. Three bids were received ranging from \$27,690 to \$33,010. Clark Environmental Mosquito Management, Inc. submitted the low bid. Service includes mosquito surveillance/monitoring, adult and larval control, and spraying for Village special events. The agreement also provides for three successive year options. The board was given a copy of the agreement and bid results for review. Trustee Yensen wondered about Lakewood. According to the Clarke rep. Lakewood has not committed to this year. Other communities that will be utilizing Clarke's services include: Crystal Lake and Huntley although Algonquin does not have an ongoing program, but they do work on a contract basis. Motion was made to place this item on the Village Board Agenda.

Updates to the Facility and Park Use Permit – presented by Parks and Recreation Director Trudy Wakeman – The Facility and Park Use Permit Application was developed for renters of a shelter or facility through the Parks and Recreation Department. The area that has been changed in the permit application is in Section No. 7. Liability/Indemnification Waiver adding that the applicant agrees to indemnify, defend and hold harmless the Village against any and all suit, causes of action, or injury, illness or property damage. Motion was made to place this item on the Village Board Agenda.

Updates to the Facility Use Policy – presented by Parks and Recreation Director Trudy Wakeman – The Facility Use Policy was developed for renters of a shelter or facility through the Parks and Recreation Department. The area changed in the policy under Section D, Rules and Regulations, clarifies that the Village of Lake in the Hills will not be liable for any claims due to illness by either consuming, preparing or disposing of food at the facility. Motion was made to place this item on the Village Board Agenda.

Public Works:

Contract - Smith Engineering – Haligus Road Improvements – presented by Public Works Director Fred Mullard – The Village Administrator was recently able to have the Haligus Road Improvements Project moved from the Standby Projects List to the 2009 Federal Funding List. This project was not included in the 2008 budget, however, being on the funded list will provide the Village an 80 percent federal grant for the construction costs. None of the design is grand eligible, but the construction grant will save the Village about \$824,000 from the total project cost. The work will be funded from the Village Motor Fuel Tax Fund. The design was funded at \$100,000 based on design to Phase I standards. This Task Order allows simultaneous completion of Phase I and Phase II design activities to allow work to be bid in 2009. The use of the federal grant requires we perform all design and construction activities according to federal standard. Since the current budgeted amount is inadequate, an amendment will be submitted during the first quarter review. A copy of the ten year fund balance projection, amended to reflect the changes, was given to the Board for review. The MFT Resolution and MFT Engineering Serviced Agreement appropriating the funds were also given to the Board for consideration. The project includes improving Haligus Road from Geneva Lane to the previous improvements just south of Miller Road. The work will consist of reconstruction to a two lane rural cross section with minor correction to the alignment which will improve safety of the road. Mr. Dave Van Camp from Smith Engineering is in attendance to answer any questions. Motion was made to place this item on the Village Board Agenda.

Contract – Smith Engineering – Miller Road Improvements – – presented by Public Works Director Fred Mullard – The Village Administrator was recently able to have the Miller Road Improvements Project moved from the Standby Projects List to the 2008 Federal Funding List. This project was not included in the 2008 budget, however, being on the funded list will provide the Village an 80 percent federal grant for the construction costs. None of the design is grand eligible, but the construction grand will save the Village about \$576,00 from the total project cost. The work will be funded from the Village’s Motor Fuel Tax Fund. Since it was not in the budget, an amendment will be submitted during the first quarter review. A copy of the amended ten-year fund balance projection reflecting the changes in was given to the Board for consideration. The MFT Resolution and MFT Engineering Services Agreement appropriating the funds were also given to the Board for review. The project includes improving Miller Road from Randall Road to Crystal Lake Road, plus Crystal Lake Road from Miller Road to Linden Street. The work will consist of reconstruction, the addition of curbs and gutters, and sidewalks along Miller Road. This will complete the improvements which began in 2000 on Crystal Lake Road. The use of the federal grant requires we perform all design and construction activities according to federal standards. Mr. Dave Van Camp from Smith Engineering is in attendance to answer any questions. Motion was made to place this item on the Village Board Agenda.

Contract Extension/Change Order – Ryco Landscaping – 2008 Ground Maintenance Services (West) – – presented by Public Works Director Fred Mullard – On March 9, 2006, The Village Board of Trustees awarded Ryco Landscaping the 2006 Ground Maintenance Services Contract for the Village’s west side. The original proposal included an option for the same services in 2007 and 2008 with no rate increases. The Public Works Department recommends accepting the Ground Maintenance Services Contract for 2008 for \$324,407.00. Previously approved change orders increased the cost to \$347,140.00. Ryco Landscaping is submitting a request for Change Order 3 to increase fees of the general areas by \$3,766.37 and Village Parks by \$8,439.00. These changes include: Ackman Road ROW (Haligus to Lakewood); and Skate Park Parking Lot and Detention Area. The 2008 contract total will be \$359,345.37. A copy of the original minutes and Change order 3 were given to the Board for review and consideration. Motion was made to place this item on the Village Board Agenda.

Contract Extension/Change Order – Lawn Care by Walter – 2008 Ground Maintenance Services (East) — presented by Public Works Director Fred Mullard – On March 9, 2006, the Village Board of Trustees awarded Lawn Care by Walter the 2006 Ground Maintenance Services Contract for the Village’s east side. The original proposal included an option for the same services in 2007 and 2008 with 4 percent rate increase in 2008. The Public Works Department recommends accepting the Ground Maintenance Services Contract for 2008 for \$240,114.31. The previously approved change order increased the cost to \$247,269.51. Lawn Care by Walter is submitting a request for Change Order 2, which adds two additional sites and one restructured site. The two additional sites will increase Public Properties division fees by \$1,744.50. The one restructured site will increase the Village park fees by \$437.00. These changes include: Maintenance of two previously purchased lots by the Village; Additional work for the restructured Miller Road Hill; and Additional work for the restructured Plote Field. The 2008 contract total will be \$249,451.01. A copy of the original minutes and change order 2 were given to the board for review. Motion was made to place this item on the Village Board Agenda.

Traffic Calming Measures on Willow Street - – presented by Public Works Director Fred Mullard – The Traffic Calming Committee recommends the installation of speed tables at three locations on Willow Street to help control the speed of vehicles. Speeding complaints by residents were investigated by the Police Department. Directed patrols monitored the situation and provided additional enforcement

of speed limits to help control the situation. Residents from the area were still concerned about the speed of vehicles and asked for further action. The Traffic Calming Committee, and the Village Engineer, reviewed the situation and proposed the installation of speed tables to control speeding. The concerned residents were asked to complete a petition for the action to ensure a majority of the neighborhood was in favor of further action. The signatures exceeded the required 80 percent rate. A presentation was made at a public meeting held on January 17, 2008 at Lake in the Hills Elementary School. Attendance was minimal; however, those who did attend were very happy with the proposed actions. Speed tables are designed to be crossed at speeds of 20 – 30 MPH. Unlike speed bumps, they ramp up to a long flat surface and then ramp back to pavement. The speed tables are made of rubber and bolted into the pavement so they can be removed during the winter to avoid problems with snow plowing. Three speed tables are planned; one in front of the school and one on each side of the valley where Crystal Creek crossed under the road. Copies of the presentation and resident comment sheets were given to the Board for review. Motion was made to place this item on the Village Board Agenda.

Finance Director:

Ordinance – Amending Section 31.01, Garage Sales, of the Municipal Code – presented by Finance Director Pete Steffan – Chapter 31 of the Lake in the Hills Municipal Code currently allows for a garage sale license to be issued to an address only twice with a 12-month period. This requirement prevents the Village from issuing a garage sale license earlier in the garage sale season in a subsequent year if a second garage sale license was issued to an address late in the garage sale season in the previous year. For example, if garage sale licenses were issued to an address in June and September of 2007, a garage sale license could not be issued to the same address in May of 2008 because that would be a third garage sale license issued within a 12 month period. Since the garage sale season generally runs from April to October, changing the requirement to two licenses to within any calendar year would still limit the number of garage sale licenses to a two per year, while allowing more flexibility to applicants in scheduling the sales. Additionally, many applicants do not know the location in which they will be posting their signs at the time they obtain their garage sale license. The Village provided stickers required to be affixed to each sign are now used for enforcement purposes and effectively eliminate the need to list the locations of garage sale signs. Therefore, it is also being proposed to eliminate the requirement to list the location of signs on the application. The regulation for garage sale signs listed in Paragraph 31.01 C will still be applicable. Motion was made to place this item on the Village Board Agenda.

Organizations and Developers:

Board of Trustees:

Trustee Harlfinger – **Planning and Zoning Commission Liaison Report** –

Trustee Huckins – **Community Advisory Council for Randall Road Liaison Report** -

Trustee Yensen – **McHenry County Transportation Liaison Report** – School Dist. #158 Foundation had a successful fundraiser on Sunday.

Trustee Bogdanowski – **Business Relations Committee Liaison Report** -

Trustee Joe Murawski – **Senior Liaison Report** – Seniors are thankful to the Police Department for all they do. The seniors wondered why there was no safety check on Sunday, Feb. 10 because of the cold.

Trustee Paul Mulcahy - **Parks and Recreation Board Liaison Report** -

President:

Audience Participation:

Adjournment: There being no further business to discuss, the Committee of the Whole meeting was adjourned at 8:35 p.m.

Submitted by,

Denise Wasserman Haugk
Village Clerk