



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Board of Trustees Meeting

March 12, 2020

Call to Order

The meeting was called to order at 7:30 p.m.

Roll call was answered by Trustees Huckins, Bogdanowski, Harlfinger, Bojarski, Dustin, and President Ruzanski.

Motion to allow Trustee Murphy to attend telephonically was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustee Harlfinger, Dustin, Huckins, Bojarski and Bogdanowski vote Aye. No Nays. Motion Carried.

Also present were Village Administrator Jennifer Clough, Assistant Village Administrator/Finance Director Shane Johnson, Chief of Police Dave Brey, Public Works Director Dan Kaup, Director of Community Services Fred Mullard, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski.

Public Comment on Agenda Items: None

Consent Agenda

A. Motion to accept and place on file the minutes of the February 25, 2020 Committee of the Whole meeting.

B. Motion to accept and place on file the minutes of the February 27, 2020 Village Board meeting.

Motion to approve Consent Agenda items A-B was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustees Bojarski, Dustin, Harlfinger, Murphy, Bogdanowski, and Huckins voted Aye. No Nays. Motion carried.

Omnibus Agenda

A. Motion to waive the provisions of Section 43.09, "Noise" from 11am until 5pm for the Ride for Autism Speaks Charity Run event on September 13, 2020 at Woods Creek Tavern.

B. Motion to pass Ordinance No. 2020- ____, An Ordinance Amending Chapter 33, Liquor Control and Liquor Licensing, Section 33.08, Classification, Fees, and Daily and Event Permits, and Auxiliary Licenses, of the Lake in the Hills Municipal Code to Amend the Number of Licenses.

C. Motion to pass Ordinance No. 2020- ____, An Ordinance Amending Chapter 43, Renumbering Section 43.27, Penalty, and Adding Section 43.27, Theft, of the Lake in the Hills Municipal Code.

D. Motion to approve the purchase through the Suburban Purchasing Cooperative of one (1) Ford Escape vehicle from Currie Motors Fleet for \$21,577.00.

F. Motion to approve and authorize the Village President to execute an Intergovernmental Agreement with Algonquin Township granting a utility easement to the Village.

Trustee Huckins asked Chief of Police Brey any concerns about security for the event. Chief Brey stated this not has been addressed yet. There will be challenges with parking and some assistance may be needed.

Motion to approve the Omnibus Agenda items A-D and F was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote Trustees Dustin, Bogdanowski, Murphy, Huckins, Harlfinger, and Bojarski voted Aye. No Nays. Motion carried.

Approval of the Schedule of Bills:

Motion to approve the March 13, 2020 Schedule of Bills total of all funds \$256,776.14 was made by Trustee Bogdanowski and seconded by Trustee Huckins. On roll call vote Trustees Harlfinger, Bojarski, Murphy, Huckins, Dustin, and Bogdanowski voted Aye. No Nays. Motion carried.

Village Administrator and Department Head Reports: None at this time

Board of Trustee Reports: None at this time

Village President Reports: Staff has been developing a plan for the Corona Virus and the Village has been given direction from the governor to eliminate any unnecessary programming. He spoke with the Algonquin President and they are implementing a similar plan. He asked Administrator Clough to give the Board an overview of the Village's plan.

Administrator Clough stated the staff has been developing Continuity of Operations Plan. It addresses the level of service, programming and building closures. The staff needs the Boards input on limiting or discontinuing non-essential programming. Attorney Stewart added a decision to allow rental use of Village properties also needs to be addressed. President Ruzanski stated any non-essential programming will be closed.

Trustee Harlfinger and Huckins asked what are considered non-essential meetings or events. President Ruzanski stated anything that brings individuals to the Village Hall. He also will schedule Committee of Whole and Village Board meetings to be held on the same day. Trustee Harlfinger asked does this comply with our ordinances. Attorney Stewart stated this is allowed. Trustee Bogdanowski commented it would be best to hold the meetings on Thursdays as the public recognizes it as the day the Board meets.

Trustee Harlfinger began a discussion concerning what is non-essential. Administrator Clough explained the staff is looking at a threshold as when to cancel events. In the Continuity of Operations Plan the Village is at a threat level 3. By using this model the staff has canceled bingo night and looking to the Board for more direction. Trustee Harlfinger stated he does not believe there is a big threat. Trustee Huckins believes this is going too far. President Ruzanski stated they are taking direction from the governor's office and the Village wants to contain the virus. Chief of Police Brey stated they have gotten direction from the IDPH for municipalities to follow CDC guidelines and to encourage social distancing and cancel non-essential events. It is known, the infected individual had been in many parts of the county and may have infected others. Trustee Harlfinger believes the all this is putting unnecessary panic and fear. He disagrees with the County declaring a state of emergency. He does not recommend using government website as the CDC.

Trustee Huckins believes there needs to be a plan but this virus is just a flu and the Village does not need to push any unnecessary fear.

Trustee Bogdanowski stated the publicity given to the outbreak is why there are not a lot of cases. It makes sense if the Village can help in minimizing the spread it should. He believes some of the discussion should be in executive session because we are possibly affecting resident's livelihood. Trustee Huckins disagrees with moving to executive session. Trustee Dustin wanted to begin a discussion concerning closing the preschool. Trustee Huckins disagreed with the closure. President Ruzanski suggested the staff will be finishing the plan and guidelines by the end of the week and once the Board had time to review it can reconvene and discuss. Trustee Huckins asked if the document is a guideline or more substantial. Administrator Clough stated it is a plan that would be followed and the staff wants the Board's input. Trustee Bojarski stated it would be helpful to read the document. She agrees with the experts in the field to discontinue events that are more than 250 people. She believes the Bingo Night would not cause hardship but programming as in preschool and after school may cause hardship on residents and needs to be eliminated with caution. There needs to be much further discussion before cancellation is implemented. Trustee Dustin asked what programs are the staff is considering. Administrator Clough explained pre-school, after school, spring break camp, seniors programs, yoga and Easter Egg hunt.

Attorney Stewarts stated after meeting with staff this afternoon they want the Board comfortable with the plan to end programming and rental space usage. Trustee Huckins asked if there any field trips planned. Administrator Clough stated yes for the seniors and spring break camp. Trustee Dustin reiterated he wanted a detailed list of programming that are being considered. Trustee Bojarski commented how professional sports have canceled until May and IDPH has asked to delay or cancel events until May. If the Village can help facilitate social distancing for the next 6 weeks it should take these steps. The seniors program involves the most at risk population and could be canceled. She stated concern for closing after school or preschool programs as it may be a hardship on working families in the Village. Assistant Village Administrator/Finance Director Johnson stated the preschool follows the District 300 guidelines. Administrator Clough stated all the concerns and cancellations the staff is recommending is following what most schools and other municipalities in the area are implementing.

Attorney Stewart asked if the Board wants a more comprehensive plan of the closures. Trustee Huckins stated yes. He does not like this broad sweep of closures. Administrator Clough stated the staff wanted input of what is considered a large event and how Village can help our most at risk residents. Is it safe to have seniors meet when senior housing facilities are not allowing groups. Trustee Bogdanowski asked if the Board wants a more detailed plan and meet next week to discuss.

Trustee Harlfinger stated we do not have a list of what non-essential programming is and we need more information and is concerned the President Ruzanski would call a state of emergency. President Ruzanski stated it would benefit the Village by releasing federal funds for reimbursement for monies used to combat the virus. Attorney Stewart concurred and due to county and stated declaring a state of emergency the likelihood of reimbursement does increase. Also the Village will be able to staff as necessary instead of binding to collective bargaining agreements. Trustee Huckins and Harlfinger stated they do not believe the Village is in a state of emergency.

President Ruzanski commented removing the senior programs would cause hardship because it may be the only activity they have during the week. The idea of allowing children's program and not seniors does not seem fair. He suggested it may be best to cancel all programming. He reiterated again to have the staff finish the document and meet again next week. He believes the Village is in the right track making a plan and

being prepared for the future. This is a serious situation and we need to develop a policy. Trustee Bogdanowski wanted the Village be smart and selective on what programming is discontinued.

Trustee Huckins asked if the document addresses the Public Works Department and their interaction with the community. Administrator Clough stated yes depending on the trigger level it address how we staff and how we respond to various areas of service. Administrator Johnson reiterated the essential services will be protected.

President Ruzanski asked if the Public Works Open House would be affected. Director Kaup stated by the guidelines in the document it will be canceled. Trustee Huckins stated the virus should not be an issue by the time the open house occurs.

Trustee Harlfinger asked what the plan will be from now. Trustee Huckins wants to see what activities are now being held in the Village and the Board can decide what is considered non-essential. Community Service Mullard stated since no decision made tonight all programming will continue. The Board began a discussion and decided to have an Ad Hoc Meeting Wednesday at 7:00pm.

Unfinished Business – None

New Business: - None

Audience Participation: - None

Adjournment: A motion to adjourn meeting was made Trustee Harlfinger and seconded by Trustee Huckins. All in favor by voice vote. Motion carried. There being no further business to discuss, the meeting of the Lake in the Hills Board of Trustees was adjourned at 8:30p.m.

Submitted by,

Cecilia Carman
Village Clerk