



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Committee of the Whole Meeting

September 8, 2020

Call To Order

The meeting was called to order at 7:30pm. Present were Trustees Harlfinger, Huckins, Dustin, Bogdanowski, Bojarski, Murphy and President Ruzanski.

Also present were Village Administrator Fred Mullard, Assistant Village Administrator Shannon Andrews, Interim Finance Director Wayde Frerichs, Chief of Police Dave Brey, Interim Public Works Director Peter D'Agostino, Interim Community Development Director Ann Marie Hess, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski.

Sergeant Chris Miller was recognized for 20 years of service to the Police Department of Lake in the Hills, IL.

Audience Participation: Liz Wakeman thanked for the past support of Pub in the Park and encouraged everyone to join the Facebook trivia game to promote the event.

Administration:

Village Support Request for the 2021 People for Parks Foundation of Lake in the Hills - Pub in the Park- Presented by Village Administrator Fred Mullard- Pub in the Park is the signature fundraising event for The People for Parks Foundation of Lake in the Hills and is a fast growing, popular craft beer tasting and food truck festival. The Foundation is requesting the Village to provide support for the proposed 2021 event at Sunset Park on Saturday, June 26, 2021. The Pub in the Park Craft Beer and Food Truck Festival will be held from 3:00pm until 7:30pm and they will be returning to the format of the first few years and 2019 with a small number of food trucks.

The People for Parks Foundation sole fundraising purpose is to raise and distribute monies to the Lake in the Hills Parks and Recreation for the scholarship, park and equipment needs of the community. The Village appreciates all the generosity in the past that has made Parks and Recreation programs possible from the Foundation. Staff continues to see the most need for financial assistance in our after-school program, Beyond the Bell, for scholarship needs with the community. Staff and the Foundation plan to further discuss this opportunity as well as other in the future.

The Foundation is requesting support and the waiver of various requirements for 2021:

- Liquor License fee - \$25
- Deposit and rental fee of Sunset Park
- Any equipment use charges
- Public Works fees and staff hourly rates associated with the installation and dismantling of fencing needs, parking lot ropes, water hook up and electricity and other advance and during event support - \$4,000 for set up plus \$75 water hook up
- Police Department fees and staff hourly rates - \$2,500 overtime only

- Raffle license fee (application to follow)
- Parking restrictions on Miller Road during the event
- Ad space in Parks and Recreation brochure - \$200
- Building permits for tent and electrical - \$200
- Sign regulations to allow for temporary signs, within the Village boundaries, advertising the event from June 12, 2021 until June 27, 2021 at the following intersections:

Algonquin & Square Barn (Northwest Corner)	Miller & Randall
Lakewood & Algonquin	Pyott & Rakow
Crystal Lake & Algonquin	Miller & Lakewood
Lakewood & Ackman	

The intersections of Algonquin & Randall and Acorn & Randall have not been included in this Request for Board Action due to safety concerns with the major McHenry County construction project on Randall and Algonquin Road. The Police Department and Community Development Department had safety concerns with allowing non-construction signs at these two corners. Staff is recommending to not allow any non-construction signage at these two locations while major construction on Randall and Algonquin road is still ongoing.

The Foundation is also requesting the general support of the Parks and Recreation as well as promotion of the event through various Village media outlets.

Financial Impact:

- Total expenses anticipated to be waived total \$7,000

As a point of information, all monies donated by the Foundation are directly reinvested in the Village of Lake in the Hills through the Parks and Recreation.

Staff recommends a motion to approve Village support and waivers as described in the above request. Trustee Dustin asked if the Village will revisit having signs at Algonquin and Randall Road as construction progresses. Administrator Mullard stated yes. Motion was made to place this item on the Village Board Agenda.

Finance:

Local CURE Program Financial Support Conditions and Certification- Presented by Interim Finance Director Wayne Frerichs- The Village of Lake in the Hills is eligible to receive an amount not to exceed \$1,205,743 as financial support pursuant to the Local Coronavirus Urgent Remediation Emergency Support (CURE) Program. The program is administered by the Illinois Department of Commerce and Economic Opportunity(DECO) and is funded by the state’s federal CARES Act allocation. Municipalities are automatically eligible for reimbursement funding and do not have to apply. Allocations are not automatically received however and must be requested with supporting documentation.

Even though municipalities do not need to apply, they must submit a signed Financial Support Conditions and Certification Form intended to offer compliance assurance to DECO that all terms, requirements and conditions for reimbursement eligibility, for expenses related to COVID-19, are being met. Eligible expenses incurred from March 1 through December 30, 2020 can be submitted starting on August 1st and the signed form is due by October 1st.

Financial Impact: TBD as the timeframe for eligible expenses nears expiration and DECO finalizes expense types that are allowable and not allowable. The financial impact will be significantly below the \$1,205,743 that has potentially been allocated to the Village. As of September 4, 2020, potential unaudited reimbursement totals are \$119,131.46

Staff recommends a motion to approve an ordinance pertaining to the participation in the Local CURE Program. Trustee Huckins asked if the donations given to local non-for-profits are included. Administrator Mullard stated no, that they could be allowed in the federal program. Trustee Dustin asked if this will include payroll expenses. Interim Finance Director Wayde Frerichs stated yes. Motion was made to place this item on the Village Board Agenda.

Public Works:

Informational Item concerning Driveway Apron Patches- Presented by Interim Public Works Director Peter D’Agostino- The Village’s 2020 MFT Street Rehabilitation Project is in its final stages. During the project, when the contractor replaced a section of curb and gutter adjacent to a driveway apron, 250 of the 265 driveway aprons received a patch; 127 driveway aprons received a partial width patch and 123 driveway aprons received a full width patch.

Background

Annually, after Village staff identify the sections of road that are most in need of resurfacing, the Village retains the services of an engineering firm to design and bid the project. After the bids are received, Village staff bring forth a recommendation to award to the lowest responsible bidder. The lowest responsible bidder is generally a contractor that specializes in road resurfacing and uses a sub-contractor to perform the sidewalk and curb and gutter concrete work in the project area. The amount of curb and gutter work each year varies and is based on the condition of the curb and gutter, adjacent to each road that is being resurfaced.

Driveway Apron Patches History

As previously mentioned, when a section of curb and gutter adjacent to a driveway apron was replaced this year, the majority of the driveway aprons required a patch. As shown below in Table 1, Village staff recently surveyed two sections of road from the last five MFT projects and found that from 2017 to 2019, the percentage of driveways that required a patch was much lower than what was experienced in 2020 or the two years preceding this period. The sub-contractor that performed the curb and gutter work in 2020 was not the same sub-contractor that performed the work from 2016 to 2019.

Driveway apron patch when adjacent curb is replaced	2015	2016	2017	2018	2019	2020
Partial width patch	20%	70%	24%	10%	19%	48%
Full width patch	80%	9%	4%	5%	0	46%
No patch	0	22%	72%	85%	81%	6%

When a driveway apron patch is needed, the Village pays for a patch up to a certain width; in 2020, the Village will pay for patches that are up to 18 inches in width. As mentioned in Attachment 1, techniques can be used to minimize driveway apron damage; however, driveway aprons that are not patched may begin to “role down” at the apron edge, if the stone base is exposed during the curb removal and not properly compacted before pouring the new curb.

The annual Village MFT specifications currently do not require contractors to saw cut on all four sides of a curb section that is being removed; however, the Village will consider requiring this moving forward as Chastain and Associates, the Village's transportation engineering firm recommends making this change to the specifications as a way to potentially minimize driveway apron damage. Further, driveway apron repair costs up to a certain width are currently paid for by the Village and Village staff will consider requiring that contractors bore this expense moving forward; however, doing so will likely increase the curb and gutter removal and replacement unit cost.

Patch Longevity

As mentioned in Attachment 1, "There is no reason that any properly prepared patch should not be expected to last as long as the balance of the apron with normal maintenance and care." As evidence, Attachment 2 shows pictures of driveway apron patches that are five years old and ten years old.

Partial Width Patches versus Full Width Patches

Starting in 2016, the Village began requiring contractors to patch only the driveway apron that is adjacent to the new section of curb and these partial width patches have become more common than full width patches. However, for aesthetic reasons, Village staff recommend replacing all partial width patches that were performed as part of the 2020 MFT project with full width patches. Due to scheduling issues, Geske, the 2020 MFT contractor, is not able to perform this work as part of the current contract.

After further review of the 127 partial width patches, Chastain and Associates, the engineering firm that has been working with the Village on the MFT project this year, believes that the estimated cost to perform this work is \$30,000. As such, in order to replace all 2020 MFT project partial width patches with full width patches this year, and use MFT Funds to pay for this work, Village staff would need to issue an RFP and the Village Board would need to approve a contract with the low bidder at the September 24th meeting and also approve an IDOT Resolution appropriating the necessary MFT funds needed to pay for the work.

Financial Impact: Should the Village Board of Trustees direct staff to issue an RFP to replace all partial width patches performed during the Village's 2020 MFT project with full width patches, the cost to the Village would be approximately \$30,000 and MFT Funds could be used if an IDOT Resolution appropriating the funds is approved by the Village Board at a future Village Board Meeting.

Staff recommends that the Village issue an RFP to replace all partial width patches performed during the Village's 2020 MFT project with full width patches.

Trustee Dustin commented that with the amount complaints this year it appears the work was done poorly. Interim Public Works Director Peter D'Agostino stated there was a new subcontractor this year. Trustee Bogdanowski asked who hires the subcontractor. Interim Public Works Director Peter D'Agostino stated the main contractor makes that decision. Trustee Murphy asked if it is a workmanship issues shouldn't the subcontractor be liable. Interim Public Works Director Peter D'Agostino explained the issue was the technique that was allowed and he will give more specifications in future contracts. Trustee Huckins explained the residents he has spoken to are satisfied with a full patch repair. Trustee Bogdanowski commented the Village needs to take ownership of this issue. Trustee Huckins stated he believe the Village has. The Trustees and Interim Director Peter D'Agostino discussed the cost of the repair and how the changed to full patch repairs will be billed. Trustee Harlfinger asked why the technique of cutting the curb's seam was not used. Administrator Mullard stated the contractor has leeway on how the work can be done.

However Interim Public Works Director Peter D'Agostino will give more detailed instruction in all future projects.

Board of Trustees:

Trustee Murphy - None at this time

Trustee Bojarski - None at this time

Trustee Bogdanowski - None at this time

Trustee Harlfinger - None at this time

Trustee Dustin - None at this time.

Trustee Huckins gave an update from the Parks and Recreation Board. He commended Scott Parchutz for their quick response to any issues that arise. The Board discussed replacing the Thor Guard system, the master plan for all parks and the new parking lot for the Bark Park.

President Ruzanski: On Thursday will ask for the appointment of Joe Haugk to the Police Commission. He will also read the two proclamations; Constitution Week and Chamber of Commerce Week.

Audience Participation: None

Adjournment: There being no further business to discuss, the Committee of the Whole meeting was adjourned at 8:02pm.

Submitted by,

Cecilia Carman
Village Clerk