



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Board of Trustees Meeting

March 11, 2021

Call to Order

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

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

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

Also present were Assistant Village Administrator Shannon Andrews, Finance Director Pete Stefan, Chief of Police Dave Brey, Public Works Director Tom Migatz, Community and Economic Development Director Josh Langen, Assistant Community Development Director Ann Marie Hess, 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 23, 2021 Committee of the Whole meeting.

B. Motion to accept and place on file the minutes of the February 25, 2021 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 pass Ordinance 2021- ____, An Ordinance Approving Budget Amendments to the Operating Budget for the Fiscal Year Ending December 31, 2021.

B. Motion to approve and authorize the Police Department to exceed the authorized staffing level and hire one officer on or around April 12, 2021 for the projected vacancy in July 2021.

C. Motion to reject all bids for the Grounds Maintenance Services Contract that were opened on January 29, 2021.

D. Motion to approve and authorize the Village President and Village Clerk to execute a Commercial Service Activity Agreement with World Resolutions LLC, d/b/a Pilot Flight Training Course.

Trustee Harlfinger made a Motion to remove Item C.

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Motion to approve the Omnibus Agenda items A, B and D 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 12, 2021 Schedule of Bills total of all funds \$171,230.62 was made by Trustee Harlfinger 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:

Community and Economic Development Director Josh Langen stated his department is looking into the water extensions needed in the core development areas. He has also joined the steering committee for the Rockford District EDA. He was able to promote the property around the airport as a potential business development area and is hoping to get federal dollars from the stimulus package. Lastly he is monitoring the placing of political signs. If a sign needs to be removed the candidate will be called to pick up them up.

Public Works Director Migatz stated the Village may receive stimulus package money that could help pay for the runway expansion and the cost of winter snow removal. Trustee Huckins asked if the money can be used for only future projects. Director Migatz stated no, present projects as well.

Diane Tredore, Chair of the Parks and Recreation Board, gave a report of the last quarters programs and festivals. She stated the new skate park and Ford school park designs have been chosen. Also, the Parks and Recreation Board would like to see two tennis courts repurposed for pickle ball. They understand it was not budgeted but still hopes at least one can be approved. Lastly they are still developing the plan for the Larsen Property.

Trustee Huckins stated he would like to see the request for one pickle ball court be on the agenda for the next set of meetings. He also advised Diane Tredore to review the strategic planning meeting minutes because the Larsen property was discussed. He agrees the Board should take their time in developing the layout for the Larsen property and agrees that handicapped accessible equipment is necessary. Trustee Harlfinger also asked for the Parks and Recreation Board to take their time and many neighbors have stated the need for a splash pad on the property.

Board of Trustee Reports:

Trustee Murphy thanked Diane Tredore for attending the meeting. She also stated Community and Economic Development Director Josh Langen did attend the Chamber of Commerce meeting with her.

Trustee Bojarski - none

Trustee Dustin - None

Trustee Bogdanowski - None

Trustee Harlfinger - None

Trustee Huckins - None

Village President Reports: President Ruzanski asked for a moment of silence for the passing for Village Administrator Mullard's father.

Unfinished Business

C. Motion to reject all bids for the Grounds Maintenance Services Contract that were opened on January 29, 2021 was made by Trustee Huckins and seconded by Trustee Murphy.

Discussion

The Trustees and Assistant Village Administrator Andrews discussed bid procedures, why only a few bids were received, and why a one-year extension from the current landscaper was not presented to the Board. Public Works Director Migatz stated no one in the Public Works Department was present in that conversation and it appears to have been not an official bid but a casual conversation. The Trustees agreed there needs to be improvements on the bidding process and are not happy with the disconnect between them and staff. Assistant Village Administrator apologized for the disconnect and stated this is not how the staff wants to work with the Board. Trustee Harlfinger stated he is not happy how staff handled this bidding process and will speak to Ryco to ask what staff member spoke to them about the one year extension. Trustee Huckins commented more face to face discussion with the vendors may be more helpful in the future. President Ruzanski stated he would like the staff to rethink the bidding process for future contracts.

On roll call vote Trustees Dustin, Bogdanowski, Murphy, Huckins, and Bojarski voted Aye. Trustee Harlfinger voted present. No Nays. Motion carried.

New Business – None

Audience Participation: - None

Adjournment: A motion to adjourn meeting was made Trustee Huckins and seconded by Trustee Dustin. On roll call Trustee Murphy, Bogdanowski, Bojarski, Huckins, Dustin, Harlfinger voted Aye. No Nays. Motion carried.

There being no further business to discuss, the meeting of the Lake in the Hills Board of Trustees was adjourned at 8:42 p.m.

Submitted by,

Cecilia Carman
Village Clerk