



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Committee of the Whole Meeting

April 8, 2021

Call To Order

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

Also present were Village Administrator Fred Mullard, Assistant Village Administrator Shannon Andrews, Chief of Police Dave Brey, Deputy Chief of Support Service Mary Frake, Public Works Director Tom Migatz, Airport Manager Mike Peranich, Community and Economic Development Director Josh Langen, Assistant Community Development Director Ann Marie Hess, Finance Director Pete Stefan, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski

Trustee Dustin entered meeting at 7:37pm.

Audience Participation

Administrator Fred Mullard read an email from Crystal Lake resident Katie Zakharenko concerning the airport and quality of life for nearby residents. Trustees discussed amount of aircraft in sky each day. They complimented Mike Peranich on his response to the resident. The Village will try to organize an Open House for nearby residents to discuss concerns and what can be done.

Administrator Mullard read an email from resident Scott Sherman concerning lake tags and pond use. The Trustees agreed to review the ordinance to mandate the need for tags and catch and release.

Police:

Collective Bargaining Agreement between the Village of Lake in the Hills and Metropolitan Alliance of Police Lake in the Hills Chapter #168 - Presented by Chief of Support Service Mary Frake-The collective bargaining agreement with the Metropolitan Alliance of Police Lake in the Hills Chapter #168 expired on April 30, 2020. Negotiations with the Union resulted in a tentative agreement on all issues. The Union's requests were limited and included the wage schedule, 12-hour shift schedule for the Community Service Officers (CSO), overtime pay, and personal days.

The agreement includes the wage schedule increased by 2.5% per year for the terms of this agreement. The 12-hour shifts for the CSOs are incorporated into Section 7.2, Hours of Work, and a compromise with the Union on the overtime pay and personal time issues. The Village requested significant language changes in the contract to mirror language in the Village's Personnel Rules and Regulations that the Union agreed to include. The Union has ratified the agreement, which is retroactive to May 1, 2020, and will end on April 30, 2023. A summary of the contract talk timeline is below.

- 123119 – Union sent a demand to bargain notification to the Village
- 123119 – A response to the demand to bargain was sent by the Village to the Union to set a date for contract talks.

- 051520 – The Village followed up with the Union attorney on dates for contract talks.
- 051820 – The Village followed up with Chapter #168 union stewards on dates for contract talks.
- 052120 – The Village’s attorney contacted the Union attorney in an attempt to get contract talks going.
- 052220 – The Union proposed to start talks in June.
- 082120 – The Union attorney notified the Village they had their proposal ready for the first Meeting
- 082520 – The Village received the union’s first proposal.
- 101220 – The first meeting was held with the union. A counteroffer was sent to the Union attorney later in the day. The remainder of the time was working out details of the new contract language

Financial Impact: The financial impact will be approximately \$6,000.00 which comprises the retroactive wages of four employees covered under the contract for the period of May 2020 to present. The period of May 2020 to December 2020 wages will be recorded against the FY 2020 fiscal year and the wages associated in fiscal year 2021 are within budget parameters.

Staff recommends a motion to approve the collective bargaining agreement between the Village of Lake in the Hills and Metropolitan Alliance of Police Lake in the Hills Chapter #168 effective May 1, 2020 until April 30, 2023. Motion was made to place this item on the Village Board Agenda.

Public Works:

2021 Affiliate Organization Agreements - Presented by Public Works Director Tom Migatz-Staff seeks Board approval to enter into agreements with six organized recreational Affiliate Organizations (AO) through December 31, 2021.

Since 2005, the Village has had formal agreements with not-for-profit AO that desire to provide organized recreational opportunities on Village-owned property. These agreements are a necessary tool in defining the responsibilities of both the AO and the Village. Defined responsibilities include facility usage and maintenance, equipment usage, advertising, meeting requirements, insurance requirements, fees, general obligations, and conditions.

2020 Agreements and Fees

In 2020, the start of the COVID-19 pandemic put all recreational activities on-hold. With AO’s not knowing if or when they could start their season or how many participants they would have, the Village entered into one-year agreements with each AO. The Board granted staff authority to determine the 2020 fees with each AO after considering the 2020 season duration and number of participants compared to 2019. A 2020 season duration summary and explanation of fees follows below.

Affiliate Organization	2019 Fee	2020 Fee	2020 Fee Explanation
LITHYAA (baseball)	\$12,460	\$5,400	Spring – 189 participants in 2020 compared to 332 in 2019 and no fall activities except travel
ALITHSA (soccer)	\$8040	\$1,000	No spring or fall activities (180 participants normally) except skills camp for 62 participants
Jr. Eagles Football	\$1,368	\$1,872	No tackle in 2020, but they had flag football and overhead fees were actually lower in 2020

Jr. Eagles Cheerleading	\$1,000	\$250	125 participants in 2019, compared to 29 in 2020. Also, no fundraisers in 2020
United Cricket Club	Did not play	Did not play	Have not played because the cricket pitch requires repairs; plan to fix and play in 2021

Blackhawks Lacrosse

The sixth AO, Blackhawks Lacrosse (“Blackhawks”) is a youth recreational organization that offers programs for children in McHenry County ages 8 through 14. With the sport of lacrosse growing, Blackhawks would like to use the fields adjacent to Richard Taylor Park for practices this year. The draft agreement uses \$8.00/player as the normal season fee, which is the same per player fee currently used by the Crystal Lake Park District.

2021 Agreements and Fees

Staff has been in communication with each AO these past several months. The current Illinois COVID-19 mitigations for our region allow recreational activities to occur but with guidance and restrictions that change often. The AO’s believe these restrictions may result in low participation levels and/or a shortened season. As such, the agreements only run through the end of this year, are based on a per player fee and contain language that would accommodate a shortened season. Under this arrangement, each AO would pay the same per player fee that they paid during their last pre-COVID season (2019 for most AO’s), but staff would prorate their per player fee, if their 2021 season is shorter than their last pre COVID season

Staff recommends a motion to approve an agreement between the Village and the Lake in the Hills Youth Athletic Association (LITHYAA) through December 31, 2021.

Staff recommends a motion n to approve an agreement between the Village and the Algonquin Lake in the Hills Soccer Association (ALITHSA) through December 31, 2021.

Staff recommends a motion to approve an agreement between the Village and Junior Eagles Football through December 31, 2021.

Staff recommends a motion to approve an agreement between the Village and Junior Eagles Cheerleading through December 31, 2021.

Staff recommends a motion to approve an agreement between the Village and the United Cricket Club through December 31, 2021.

Staff recommends a motion to approve an agreement between the Village and Blackhawks Lacrosse through December 31, 2021. Motions were made to place these items on the Village Board Agenda.

Request to waive the competitive bidding requirements and award a contract for the Well 10 Design/Build Project - Presented by Public Works Director Tom Migatz-Staff seeks Board approval to waive competitive bidding requirements and award a contract for the Well 10 Rehabilitation Project to Concentric Integration, LLC in the amount of \$121,000.00.

In 2017, staff presented a plan for a multi-year water treatment facility upgrade project for each of the eight Village well houses. The Village completed a design/build project for Well 14 in 2018, Wells 12 and 6 in 2019 and Well 11 in 2020. The projects brought much needed control and process upgrades to the aging water treatment facilities. All projects concluded on time and within budget.

Earlier this year, staff met with representatives from Baxter & Woodman/Concentric Integration (“Concentric Integration”), the Village water resources and controls engineer to design the Well 10 improvements budgeted in FY21. Similar to the upgrades performed at Wells 14, 12, 6 and 11, the Well 10 project consists of two components; upgrading the SCADA system controls, and replacing and upgrading the mechanical valves and actuators. Concentric Integration will perform the SCADA system control upgrades and staff will procure and install the mechanical valves and actuators. The Concentric Integration portion of the project is priced at \$121,000.00. To procure the valves and actuators staff issued a Request for Proposal (RFP) last month. The RFP opening occurred on March 9, and staff sought approval to purchase the valves and actuators through a separate agenda item.

Upon approval of this project, staff will begin meeting with Concentric Integration to design and discuss the Well 16 facility upgrade project also included in the FY2021 Village Budget. A Request for Board Action will follow later in the year.

Financial Impact: The Village’s 2021 budget includes \$25,000.00 for professional engineering oversight and \$250,000.00 for the electrical and mechanical componentry upgrade work for Wells 10 and 16 for a total project budget amount of \$275,000.00. If approved, the \$121,000.00 contract with Concentric Integration for the Well 10 project leaves \$110,893.00 for Concentric’s work at Well 16 and \$43,107.00 for the procurement of valves and actuators for both locations.

Staff recommends a motion to waive the competitive bidding requirement and award a contract to Concentric Integration, LLC for the SCADA system upgrade portion of the Well 10 design/build project in the amount of \$121,000.00. Motion was made to place this item on the Village Board Agenda.

Airport Ground Lease for Hangar PAP-67 - Presented by Public Works Director Migatz-Staff seeks to enter into a twenty-year ground lease for hangar PAP-67 with Ronald Hunt.

The Lake in the Hills Airport Rules and Regulations require airport tenants to enter into applicable leases, licenses, or storage agreements for Village owned hangers. Ronald Hunt is requesting a new ground lease on hangar PAP-67. This lease is for the period of April 9, 2021 to April 8, 2041. The lease includes an option to renew for four additional five-year terms.

Mr. Hunt has signed the appropriate lease form and already has acceptable proof of insurance on file for other hangars he owns. A background check was previously completed and no issues were found by the Lake in the Hills Police Department.

Financial Impact: The Airport Fund will receive \$3,355.92 annually from the ground lease and an additional \$648 in electrical fees, subject to annual increases approved by ordinance.

Staff recommends a motion to approve the Ordinance and authorize the Village President and Village Clerk to sign the ground lease for Hangar PAP-67 with Ronald Hunt. Motion was made to place this item on the Village Board Agenda.

Community Development:

Bike Path Construction Agreement with Arden Rose Senior Living - Presented by Community and Economic Development Director Josh Langen- Arden Rose Management, Inc. will be constructing a senior care facility consisting of three buildings, on the property commonly known as 700 East Oak Street (the

“Arden Rose Property”), as described in Exhibit A. The facility will be located directly north of Larsen Park, on which a portion of the Village bike path system is located, as shown on Exhibit B. The Village staff asked Arden Rose Management to connect to the Village trail at Larsen Park. They have committed to constructing an extension of their internal bike path from the southern property line of the Arden Rose Property, across the Village Property, and to the existing bike path in Larsen Park. As Arden Rose Management wishes commit to the trail extension before issuance of a building permit for the second building. The Bike Path Construction Agreement formalizes the commitments of Arden Rose Management, Inc. and the Village to construction and maintain the trail.

Staff recommends a motion to approve a bike path construction agreement with Arden Rose Management, Inc.

Trustee Huckins asked if Arden is covering the cost and if the property is public or private. Community and Economic Development Director Josh Langen stated Arden is covering the cost and the property is public. This is why approval is needed.

Motion was made to place this item on the Village Board Agenda.

Board of Trustees:

Trustee Murphy commented on the success of the Bunny Trail Event organized by the Parks and Recreation Department. She was happy there was a good turn out by residents and that members of the Parks and Recreation Board volunteered their time. Also, she stated the Parks and Recreation Board would like to see movement on the Pickle ball court and basketball court at Cat Tail Park. Public Works Director Migatz stated one tennis court is being transformed to a pickle ball court and at the next set of meetings a proposal will be presented for the basketball court.

Trustee Bojarski - None

Trustee Bogdanowski - None

Trustee Harlfinger - None

Trustee Dustin - None

Trustee Huckins - None

President: Will read the National Public Safety Telecommunicators Week Proclamation at Village Board Meeting.

Audience Participation: None

Adjournment: There being no further business to discuss, the Committee of the Whole meeting was adjourned at 7:54pm

Submitted by,

Cecilia Carman
Village Clerk

Village of Lake in the Hills Committee of the Whole Meeting
April 8, 2021 - 5 -