



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

DECEMBER 9, 2021

Call to Order

The meeting was called to order at 7:30 pm.

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

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

Also present were Village Administrator Fred Mullard, Assistant Village Administrator Shannon Andrews, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Tom Migatz, Community and Economic Development Director Josh Langen, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

Pledge of Allegiance was led by President Bogdanowski.

Public Comment

None.

Consent Agenda

- A. Motion to accept and place on file the minutes of the November 9, 2021, Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the November 9, 2021, Village Board meeting.
- C. Motion to accept and place on file the minutes of the November 23, 2021, Ad Hoc meeting—FY2022 Budget Workshop.
- D. Motion to provide advice and consent of the Annual Appointments of Fred Mullard as Village Administrator, Peter Stefan as Finance Director/Treasurer, Tom Migatz as Public Works Director, Mary Frake as Chief of Police/ESDA Coordinator, Ann Marie Hess as Building Commissioner, Angela Lehrman as Village Collector, Ryan McDillon as Water Superintendent, Zukowski, Rogers, Flood & McArdle as Village Attorney & Village Prosecutor, Baxter & Woodman as Village Engineer, and Stephen Harlfinger as Budget Officer for the term of January 1, 2022 to December 31, 2022.

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



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Omnibus Agenda

The Omnibus Agenda is comprised of several items which will be acted upon in one Motion unless any Trustee wishes to remove one or more items from the Omnibus Agenda. For members of the public, the agendas have been posted and copies are available during the meeting if you are not sure what items are included on the Omnibus Agenda. Let staff know if you wish to obtain a copy before the Board takes action on the Omnibus Agenda.

- A. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Budget for the Village of Lake in the Hills for the 2022 Fiscal Year.
- B. Motion to pass Resolution 2021 - ___, A Resolution Ratifying, Approving, and Authorizing Execution of all documents necessary for the Village of Lake in the Hills to participate in the National Opioid Settlement.
- C. Motion to approve hiring a temporary fulltime laborer position, above the budgeted staffing level, to mitigate the impacts of an absent, injured worker in Public Works
- D. Motion to approve the renewal of the Support Amendment between the Village of Lake in the Hills and Tyler Technologies, Inc. and authorize payment in the amount of \$51,394.13 for the term ending December 31, 2022.
- E. Motion to accept the Comprehensive Annual Financial Report, Single Audit Report, Illinois Grant Accountability and Transparency Act – Consolidated Year End Financial Report, Auditor’s Communication to the Board of Trustees, Management Letter, and the Police Pension Annual Financial Report, all for the fiscal year ended December 31, 2020.
- F. Motion to pass Ordinance 2021-___, An Ordinance for the Abatement of a 2021 Tax Levy for the \$1,275,000 General Obligation Refunding Bonds, Series 2012.
- G. Motion to pass Ordinance 2021-___, An Ordinance for the Abatement of a 2021 Tax Levy for the \$1,495,000 General Obligation Bonds, Series 2019.
- H. Motion to pass Ordinance 2021-___, An Ordinance for the Levy of Taxes for the Village of Lake in the Hills, McHenry County, Illinois for 2021.
- I. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 1 in the Village of Lake in the Hills for the 2021 Tax Year (Spring Lake Farm South Subdivision).
- J. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 2 in the Village of Lake in the Hills for the 2021 Tax Year (Concord/Meadowbrook).



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- K. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 3 in the Village of Lake in the Hills for the 2021 Tax Year (Big Sky Subdivision).
- L. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 4A in the Village of Lake in the Hills for the 2021 Tax Year (Hidden Valley Subdivision).
- M. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 4B in the Village of Lake in the Hills for the 2021 Tax Year (Hidden Valley).
- N. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 5 in the Village of Lake in the Hills for the 2021 Tax Year (Bell Chase/Spring Lake Farm South Subdivision).
- O. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 6 in the Village of Lake in the Hills for the 2021 Tax Year (Hampton West).
- P. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 7 in the Village of Lake in the Hills for the 2021 Tax Year.
- Q. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 8B in the Village of Lake in the Hills for the 2021 Tax Year (Crystal Creek, Phase 3).
- R. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 8C in the Village of Lake in the Hills for the 2021 Tax Year (Crystal Commons, Prairie Point, Larsen Office Park).
- S. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 15 in the Village of Lake in the Hills for the 2021 Tax Year (Cheswick Place Development).
- T. Motion to pass Ordinance 2021-___, An Ordinance Establishing a Tax Levy for Special Service Area Number 51 in the Village of Lake in the Hills for the 2021 Tax Year (Construction & Installation of potable water distribution).
- U. Motion to approve and authorize the Village President to execute the Master Contract with Baxter & Woodman, Inc. for professional engineering services from January 1, 2022, until December 31, 2022.
- V. Motion to approve and authorize the Village President to execute the Master Contract with Christopher B. Burke Engineering, LTD. for professional engineering services from January 1, 2022, until December 31, 2022.
- W. Motion to approve and authorize the Village President to execute the Master Contract with Chastain & Associates, LLC. for professional engineering services from January 1, 2022, until December 31, 2022.



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- X. Motion to award a contract to Compass Minerals for the purchase and delivery of water conditioning bulk softener salt in 2022 in an amount not to exceed \$137,826.65.
- Y. Motion to waive the competitive bidding process and approve the purchase up to \$33,600.00 of ThermaPoint R from Industrial Systems for fiscal year 2022.
- Z. Motion to approve the purchase of a street sweeper from Standard Equipment through the Sourcewell Purchasing Cooperative in the amount of \$349,358.00.
- AA. Motion to approve the purchase of an aerial lift truck from Custom Truck through the Sourcewell Purchasing Cooperative in the amount of \$190,646.00.
- BB. Motion to approve the purchase of gasoline and diesel fuel from Avalon Petroleum Company for fiscal year 2022 in an amount not to exceed \$201,730.00.
- CC. Motion to pass Ordinance 2021-____, An Ordinance Amending Chapter 45, Section 45.31 "Fees" of the Lake in the Hills Municipal Code.
- DD. Motion to pass Ordinance 2021-____, An Ordinance Amending the Village's Airport Facility Lease Fees, Land Lease Fees and Private Hanger Electrical Service Fees.
- EE. Motion to approve the purchase of aviation fuel from Arrow Energy from January 1, 2022, until April 7, 2022, in an amount not to exceed \$150,000.00.
- FF. Motion to approve the plat to accept a public utility access easement on lot 213, PIN #18- 25-151-043, and to accept a public utility access and golf course easement on lot 221, PIN#18-25-177-039, of the Lakes of Boulder Ridge Subdivision.

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

Approval of the Schedule of Bills

Motion to approve the December 10, 2021, Schedule of Bills total of all funds \$650,919.70 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

Motion to approve the October 2021, Manual Bills total of all funds \$551,706.42 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Dustin, Huckins, Bojarski, Anderson, Murphy, and Harlfinger voted Aye. No Nays. Motion carried.



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Village Administrator and Department Head Reports

Administrator Mullard announced that Senator DeWitte's tour of the Lake in the Hills Airport went well. The senator showed interest in helping to acquire additional funds for improvements.

Director Langen announced the departure of Economic Development Coordinator DJ Fiore. He plans to fill the position in early 2022. He also noted that the Arden Rose bond is being put together and moving along quickly.

Director Migatz reported difficulties in receiving bids for water treatment. As a result of concerns over inflation, bidders are apprehensive to lock into a 12-month contract.

Board of Trustee Reports

None.

Village President Reports

President Bogdanowski recommended the appointment of Adam Swanlund to the Planning & Zoning Commission.

Motion to appoint Adam Swanlund to serve on the Planning & Zoning Commission for the term of December 9, 2021, through April 30, 2022 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

Adam Swanlund was sworn in by Chief Frake.

Unfinished Business

- A. Motion to approve the purchase of trees with Goodmark Nurseries for fiscal year 2022 in an amount not to exceed \$22,200.00 was made by Trustee Harlfinger and seconded by Trustee Huckins.

Motion to Amend the approval for the purchase of trees with Goodmark Nurseries for fiscal year 2022 in an amount not to exceed \$25,350.00 was made by Trustee Huckins and seconded by Trustee Harlfinger.

Director Migatz explained that fifteen trees were missed on the original memo. This amended motion will cover the cost of the additional trees.

On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion to Amend carried.

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

- B. Motion to waive the competitive bidding process and award a contract to Corrective Asphalt Materials for the 2022 Pavement Rejuvenator Project in the amount of \$70,000.00 was made by Trustee Huckins and seconded by Trustee Harlfinger. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson,



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and Dustin voted Aye. No Nays. Motion carried.

- C. Motion to accept the bid for 2022 ground maintenance services with Mark I Landscaping at a cost not to exceed \$483,381.31 was made by Trustee Huckins and seconded by Trustee Harlfinger.

Trustee Dustin asked for the total paid last year. Director Migatz stated that after the 2020 contract for \$432,681 expired, there was a 9.5% increase for the 2021 contract bringing the total to \$478,173.

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

- D. Motion to approve the purchase of up to 1,440 tons of rock salt in 2022 through the Central Management Services contract for a total cost not to exceed \$91,108.80 was made by Trustee Huckins and seconded by Trustee Harlfinger. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

New Business.

None.

Closed Session

Enter into Closed Session

Motion to enter into Closed Session to discuss Litigation (5 ILCS 120/2(c)(11)) was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Anderson, Bojarski, Murphy, Huckins, Dustin, and Harlfinger voted Aye. No Nays. Motion Carried.

Return from Closed Session

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

Adjournment

A motion to adjourn the meeting was made by Trustee Huckins and seconded by Trustee Harlfinger. On roll call vote, Trustees Anderson, Bojarski, Murphy, Dustin, Huckins, and 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 8:15 pm.

Submitted by,

A handwritten signature in cursive script that reads "Shannon DuBeau".

Shannon DuBeau
Village Clerk

Board of Trustees Meeting
December 9, 2021