



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

DECEMBER 8, 2022

## Call to Order

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

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

Also present were Village Administrator Shannon Andrews, Assistant Village Administrator Ashley Eccles, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Ryan McDillon, Village Attorney Brad Stewart, and Deputy Village Clerk Nancy Sujet.

Pledge of Allegiance was led by President Bogdanowski.

## Public Comment

None.

## Consent Agenda

**This portion of the agenda contains several items that will be acted upon in one Motion unless any Trustee wishes to remove an item. For members of the public, copies of the agenda are available at the entryway.**

- A. Motion to accept and place on file the minutes of the November 8, 2022 Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the November 10, 2022 Village Board meeting.
- C. Motion to accept and place on file the minutes of the November 15, 2022 Ad Hoc meeting - FY2023 Budget Workshop.
- D. Motion to provide advice and consent of the Annual Appointments of Shannon Andrews, Village Administrator, Peter Stefan, Finance Director/Treasurer, Ryan McDillon, Public Works Director, Mary Frake, Chief of Police/ESDA Coordinator, Ann Marie Hess, Building Commissioner, Angela Lehrman, Village Collector, Kevin Rivera, Water Superintendent, Zukowski, Rogers, Flood & McArde, Village Attorney & Village Prosecutor, Baxter & Woodman, Village Engineer and Stephen Harlfinger, Budget Officer, for the term of January 1, 2023 to December 31, 2023.
- E. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Budget for the Village of Lake in the Hills for the 2023 Fiscal Year.
- F. 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 \$53,963.84 for the term ending December 31, 2023.



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- G. Motion to waive competitive bidding and authorize the Village Administrator to approve a change order with Today's Uniforms, bringing the total not to exceed to \$26,000.00.
- H. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance approving a Budget Amendment to the Operating Budget for the Fiscal Year Ending December 31, 2022.
- I. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance for the Abatement of a 2022 Tax Levy for the \$1,495,000 General Obligation Refunding Bonds, Series 2019.
- J. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance for the Levy of Taxes for the Village of Lake in the Hills, McHenry County, Illinois for 2022.
- K. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 1 in the Village of Lake in the Hills for the 2022 Tax Year (Spring Lake Farm South Subdivision).
- L. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 2 in the Village of Lake in the Hills for the 2022 Tax Year (Concord/Meadowbrook).
- M. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 3 in the Village of Lake in the Hills for the 2022 Tax Year (Big Sky Subdivision).
- N. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 4A in the Village of Lake in the Hills for the 2022 Tax Year (Hidden Valley Subdivision).
- O. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 4B in the Village of Lake in the Hills for the 2022 Tax Year (Hidden Valley).
- P. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 5 in the Village of Lake in the Hills for the 2022 Tax Year (Bell Chase/Spring Lake Farm South Subdivision).
- Q. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 6 in the Village of Lake in the Hills for the 2022 Tax Year (Hampton West).
- R. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 7 in the Village of Lake in the Hills for the 2022 Tax Year.
- S. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 8B in the Village of Lake in the Hills for the 2022 Tax Year (Crystal Creek, Phase 3).
- T. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 8C in the Village of Lake in the Hills for the 2022 Tax Year (Crystal Commons, Prairie Point, Larsen Office Park).



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- U. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 15 in the Village of Lake in the Hills for the 2022 Tax Year (Cheswick Place Development).
- V. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Establishing a Tax Levy for Special Service Area Number 51 in the Village of Lake in the Hills for the 2022 Tax Year (Construction & Installation of potable water distribution).
- W. Motion to accept and authorize the Village President to execute the master contract with Baxter & Woodman, Inc. for Professional Engineering Services from January 1, 2023 through December 31, 2023.
- X. Motion to accept and authorize the Village President to execute the master contract with Christopher B. Burke Engineering, LTD for Professional Engineering Services from January 1, 2023 through December 31, 2023.
- Y. Motion to accept and authorize the Village President to execute the master contract with Chastain & Associates, LLC for Professional Engineering Services from January 1, 2023 through December 31, 2023.
- Z. Motion to accept the bid and award a contract to Compass Minerals for the purchase and delivery of Water Conditioning Bulk Softener Salt in 2023 in an amount not to exceed \$146,666.65.
- AA. Motion to accept the bid and award a contract to Hawkins Inc. for the purchase and delivery of Gas Chlorine in 2023 in an amount not to exceed \$78,144.00.
- BB. Motion to approve the purchase of up to 1,800 tons of Rock Salt in 2023 through the Central Management Services contract for a total cost not to exceed \$150,534.00.
- CC. Motion to approve the purchase of gasoline and diesel fuel from Avalon Petroleum from January 1, 2023 until April 11, 2023 in an amount not to exceed \$95,000.00.
- DD. Motion to waive the competitive bidding process and approve the purchase of ThermaPoint R from Industrial Systems for Fiscal Year 2023 in an amount not to exceed \$33,900.00.
- EE. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Amending Chapter 45, Section 45.31, "Fees", of the Lake in the Hills Municipal Code.
- FF. Motion to approve the purchase of Aviation Fuel from Arrow Energy from January 1, 2023 until April 7, 2023 in an amount not to exceed \$175,000.00.
- GG. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Amending Chapter 53, Lake in the Hills Minimum Standards, of the Lake in the Hills Municipal Code.
- HH. Motion to pass Ordinance 2022- \_\_\_\_, An Ordinance Amending the Village's Airport Facility Lease Fees, Land Lease Fees and Private Hangar Electrical Service Fees.



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- II. Motion to approve a Commercial Activity Agreement with CST & Sons, LLC from December 9, 2022 through December 8, 2025.
- JJ. Motion to approve a Solar Project Lease Agreement with LITH CS, LLC, an affiliate of BAP Power Corporation d/b/a Cenergy Power.
- KK. Motion of concurrence from the Village Board of Trustees to allow the State of Illinois to award the runway 8/26 Rehabilitation and Reprofiling project to William Charles Construction Co, LLC, d/b/a William Charles Electric.
- LL. Motion to authorize the Village Administrator to enter into an agreement with Play Illinois, LLC for the replacement of the Lynn Dillow Playground in the amount of \$222,788.00.

Trustee Harlfinger made a motion to remove item D.

Motion to approve the Consent Agenda items A-C and E-LL was made by Trustee Harlfinger 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 9, 2022, Schedule of Bills total of all funds \$4,553,144.61 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.

## Village Administrator and Department Head Reports

Assistant Village Administrator Eccles read a Certificate of Recognition from the Village of Huntley to the Village of Lake in the Hills acknowledging the Village's 70<sup>th</sup> Anniversary.

## Board of Trustee Reports

Trustee Murphy asked if anyone saw the Facebook post regarding the Christmas decorations. Then asked if there is a plan in place to replace or update the Christmas decorations that are on the light poles. President Bogdanowski stated that the employees went through the decorations. They did not go up in the shape they currently are. The wind and weather play a roll each year in the decorations getting damaged. Administrator Andrews stated that we do budget every year to replace damaged decorations. When looking at replacement options, most of the decorations require electricity and our light poles do not have electrical outlets on them.

## Village President Reports

President Bogdanowski stated that he will be reaching out to different organizations and/or schools to see if they would like to attend a Village Board meeting to lead the Pledge of Allegiance at future Village Board meetings.



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## Unfinished Business

- D. Motion to provide advice and consent of the Annual Appointments of Shannon Andrews, Village Administrator, Peter Stefan, Finance Director/Treasurer, Ryan McDillon, Public Works Director, Mary Frake, Chief of Police/ESDA Coordinator, Ann Marie Hess, Building Commissioner, Angela Lehrman, Village Collector, Kevin Rivera, Water Superintendent, Zukowski, Rogers, Flood & McArdle, Village Attorney & Village Prosecutor, Baxter & Woodman, Village Engineer and Stephen Harlfinger, Budget Officer, for the term of January 1, 2023 to December 31, 2023.

Motion to approve item D was made by Trustee Huckins and seconded by Trustee Harlfinger. On roll call vote, Trustees Anderson, Bojarski, Murphy, Dustin, Huckins and Harlfinger vote Aye. No Nays. Motion carried.

## New Business.

None.

## Closed Session

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

### **Return from Closed Session**

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

## Adjournment

A motion to adjourn the meeting was made by Trustee Murphy and seconded by Trustee Harlfinger. All in favor by voice vote.

There being no further business to discuss, the meeting of the Lake in the Hills Board of Trustees was adjourned at 8:27pm.

Submitted by,

A handwritten signature in black ink that reads "Nancy Sujet".

Nancy Sujet  
Deputy Village Clerk