



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

FEBRUARY 23, 2023

## Call to Order

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

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

Also present were Village Administrator Shannon Andrews, Assistant Village Administrator Ashley Eccles, Chief of Police Mary Frake, Public Works Director Ryan McDillon, Parks & Recreation Director Trevor Bosack, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

The 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 February 7, 2023, Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the February 9, 2023, Village Board meeting.
- C. Motion approving Ordinance No. 2023-\_\_\_\_, An Ordinance Authorizing the Disposal of Surplus Property owned by the Village of Lake in the Hills.
- D. Motion approving Ordinance No. 2023-\_\_\_\_, An Ordinance Accepting a Trustee's Deed for the Land Donation for parcels 19-20-401-004 and 19-20-401-005.
- E. Motion to approve the creation of the Deputy Public Works Director position in the Village of Lake in the Hills at a grade 67, with a minimum starting salary of \$115,283.00.
- F. Motion to reject all bids and waive the competitive bidding for the 2023 Laptop and Desktop replacements.
- G. Motion to accept the Proposal to provide Professional Audit Services to the Village of Lake in the Hills from December 31, 2022, through 2026 from GW & Associates, PC and approve the engagement letter for the first year of the agreement for the fiscal year ended December 31, 2022 for a not to exceed total cost of \$28,450.00.



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- H. Motion to accept the proposal and award a one-year contract to Al Warren Oil for No Lead Gasoline and Diesel Fuel.
- I. Motion to award a contract to Builders Chicago Corporation for the Overhead Garage Door Replacement Project in the amount of \$20,018.00.
- J. Motion to waive the competitive bidding requirement and award a contract to Concentric Integration, LLC for the rehabilitation for Interzone Transfer Station design/build project in the amount of \$120,210.00.
- K. Motion to waive the competitive bidding requirement and award a contract to Concentric Integration, LLC for the SCADA Alarming Improvements for \$29,990.00.
- L. Motion to waive the competitive bidding requirement and award a contract to Concentric Integration, LLC for the Well 11 Softener Flow Controls Retrofit in the amount of \$30,900.00.
- M. Motion to waive the competitive bidding requirements and award a contract for the Well 14 Differential Pressure Transducer Integration Project to Concentric Integration, LLC in the amount of \$25,000.00.
- N. Motion to approve Baxter & Woodman Task Order No. 2023-1 for the Randall Road Phase 2 Water Main Relocation.

Trustee Harlfinger made a motion to remove item N.

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

## Approval of the Schedule of Bills

Motion to approve the February 24, 2023, Schedule of Bills for FY22 total of all funds \$518,032.17 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 February 24, 2023, Schedule of Bills for FY23 total of all funds \$357,381.62 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Anderson, Dustin, Bojarski, Murphy, Huckins, and Harlfinger voted Aye. No Nays. Motion carried.

Motion to approve the January 2023 Manual Bills total of all funds \$308,146.50 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 Andrews announced that the staff has received positive feedback on the recent updates to the Village's publications.

Assistant Administrator Eccles announced that a ribbon cutting for Gateway Express Clinic, an urgent care center with an onsite lab, will be held on March 2<sup>nd</sup> at 11:30 am. In addition, the grand opening for Arden Rose will be held on March 9<sup>th</sup> from 4 pm to 7 pm.

Assistant Administrator Eccles updated the Board on a recent RFQ that was posted for a Managed Service Provider. Trustee Huckins asked if the Village is pursuing filling the role of the former IT manager. Assistant Administrator Eccles explained that an MSP could potentially cover the duties required of the role.

Chief Frake brought awareness to the Polar Plunge fund raiser being held on March 4<sup>th</sup> at the Carpentersville Fire Department. The Lake in the Hills Police Department is participating as "Lake in the Hills Finest." Star 105.5 will be running a segment on the Polar Plunge on March 1<sup>st</sup>. Proceeds will go toward the Special Olympics.

Director Bosak announced the submission of an RFQ for a Parks Master Plan. Inventory of the parks, playgrounds, and facilities is necessary in identifying features that may add value. Trustee Huckins asked when the last Parks Master Plan was established. Director Bosak stated that it was completed in 2001 and has had amendments over the years.

Chief Frake announced that the Police Department is hosting their Annual Awards Banquet on March 10<sup>th</sup> at Village Hall from 5:30 pm to 8:00 pm.

## Board of Trustee Reports

Trustee Bojarski thanked those participating in the Special Olympics Polar Plunge.

## Village President Reports

President Bogdanowski thanked Public Works and the Police Department for handling issues that arose as a result of the recent ice storm.

## Unfinished Business

N. Motion to approve Baxter & Woodman Task Order No. 2023-1 for the Randall Road Phase 2 Water Main Relocation.

Motion to approve Baxter & Woodman Task Order No. 2023-1 for the Randall Road Phase 2 Water Main Relocation was made by Trustee Huckins and seconded by Trustee Bojarski. On roll call vote, Trustee Anderson voted Aye, Trustee Harlfinger voted No, Trustees Huckins, Bojarski, Dustin, and Murphy voted Aye. 5 Ayes, 1 Nay. Motion carried.



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## New Business

None.

## Closed Session

Motion to enter into Closed Session to discuss Pending Litigation (5 ILCS 120/2(c)(11) was made by Trustee Huckins and seconded by Trustee Harlfinger. 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 Murphy and seconded by Trustee Anderson. 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 8:03 pm.

Submitted by,

A handwritten signature in black ink that reads "Shannon DuBeau".

Shannon DuBeau  
Village Clerk