



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

SEPTEMBER 28, 2023

Call to Order

The meeting was called to order at 7:51 pm.

Roll call was answered by Trustees Huckins, Dustin, Harlfinger, Murphy, and President Bogdanowski. Trustee Bojarski was not present.

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

Also present were Village Administrator Shannon Andrews, Assistant Village Administrator Trevor Bosack, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Ryan McDillon, Director of Community Development John Svalenka, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

Illinois Association of Chiefs of Police President Laura King presented the Illinois Law Enforcement Accreditation Program's (ILEAP) Accreditation plaque to the Lake in the Hills Police Department for compliance in the professional standards for Administration, Operations, Personnel, and Training. Chief Frake accepted the plaque on behalf of the Police Department.

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 September 12, 2023, Ad Hoc meeting.
- B. Motion to accept and place on file the minutes of the September 12, 2023, Committee of the Whole meeting.
- C. Motion to accept and place on file the minutes of the September 14, 2023, Village Board meeting.
- D. Motion to approve the MCDOT request for concurrence of De Minimis impact to the depicted area of Ken Carpenter Park under the Randall Road project.
- E. Motion to waive further competitive bidding regarding change orders for the Village Hall Entryway Project and approve additional work in the amount of \$6,866.70 to be performed by Carmichael Construction.



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- F. Motion to approve the proposed airport staffing plan to recruit for a permanent part-time Airport Manager position, create a full-time General Utility I (GUI) position, reduce the part-time Airport Service Technician hours to 832, and transition airport maintenance responsibilities to Public Properties.

Trustee Harlfinger made a motion to remove item D.

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

Approval of the Schedule of Bills

Motion to approve the September 29, 2023, Schedule of Bills total of all funds \$442,170.58 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

Motion to approve the August 2023 Manual Bills total of all funds \$810,160.43 was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Dustin, Huckins, Anderson, Murphy, and Harlfinger voted Aye. No Nays. Motion carried.

Village Administrator and Department Head Reports

Administrator Andrews made the Board aware of substantial ongoing construction, stating that a crane will be on premises tomorrow for a period of 2 hours to remove the old HVAC system. During this period, preschool drop off will be affected as the main lobby will not be accessible.

Board of Trustee Reports

None.

Village President Reports

Motion to approve the appointment of Marc Nard to the position of Building Commissioner effective September 18, 2023, was made by Trustee Harlfinger and seconded by Trustee Huckins. On roll call vote, Trustees Dustin, Harlfinger, Huckins, Anderson, and Murphy voted Aye. No Nays. Motion carried.

Motion to approve the re-appointment of Ismael Jimenez to the position of Village Collector effective September 15, 2023, was made by Trustee Huckins and seconded by Trustee Harlfinger. On roll call vote, Trustees Dustin, Murphy, Huckins, Anderson, and Harlfinger voted Aye. No Nays. Motion carried.

Marc Nard was sworn into the position of Building Commissioner by Chief Frake.



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Unfinished Business

Motion to approve the MCDOT request for concurrence of De Minimis impact to the depicted area of Ken Carpenter Park under the Randall Road project was made by Trustee Huckins and seconded by Trustee Murphy.

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

New Business

None.

Adjournment

A motion to adjourn the meeting was made by Trustee Murphy and seconded by Trustee Huckins. 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 8:05 pm.

Submitted by,

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

Shannon DuBeau
Village Clerk