



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

DECEMBER 14, 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 Trevor Bosack, Chief of Police Mary Frake, Finance Director Pete Stefan, Public Works Director Ryan McDillon, Director of Community Development John Svalenka, Parks and Recreation Director Randy Splitt, Village Attorney Jennifer Gibson, and Village Clerk Shannon DuBeau.

The Pledge of Allegiance was led by former Lake in the Hills Chief of Police Dave Brey.

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 7, 2023, Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the November 9, 2023, Village Board meeting.
- C. Motion to accept and place on file the minutes of the November 14, 2023, Ad Hoc meeting - FY2024 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, Marc Nard, Building Commissioner, Michael Marro, 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, 2024 to December 31, 2024.
- E. Motion to approve the changes to the Personnel Rules and Regulations, effective January 1, 2024.
- F. Motion to pass Ordinance 2023- ____, An Ordinance Amending Chapter 3 of the Lake in the Hills Municipal Code Establishing Employees' Right to Paid Leave.



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- G. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Budget for the Village of Lake in the Hills for the 2024 Fiscal Year.
- H. Motion to approve the Access Easement Agreement between Costco Wholesale Corporation, Lowe's Home Centers LLC, and the Village of Lake in the Hills, conditioned on the receipt of the other parties' signatures.
- I. Motion to pass Ordinance 2023-____, An Ordinance for the Abatement of a 2023 Tax Levy for the \$1,495,000 General Obligation Refunding Bonds, Series 2019.
- J. Motion to pass Ordinance 2023-____, An Ordinance for the Levy of Taxes for the Village of Lake in the Hills, McHenry County, Illinois for 2023.
- K. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 1 in the Village of Lake in the Hills for the 2023 Tax Year (Spring Lake Farm South Subdivision).
- L. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 2 in the Village of Lake in the Hills for the 2023 Tax Year (Concord/Meadowbrook).
- M. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 3 in the Village of Lake in the Hills for the 2023 Tax Year (Big Sky Subdivision).
- N. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 4A in the Village of Lake in the Hills for the 2023 Tax Year (Hidden Valley Subdivision).
- O. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 4B in the Village of Lake in the Hills for the 2023 Tax Year (Hidden Valley).
- P. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 5 in the Village of Lake in the Hills for the 2023 Tax Year (Bell Chase/Spring Lake Farm South Subdivision).
- Q. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 6 in the Village of Lake in the Hills for the 2023 Tax Year (Hampton West).
- R. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 7 in the Village of Lake in the Hills for the 2023 Tax Year.
- S. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 8B in the Village of Lake in the Hills for the 2023 Tax Year (Crystal Creek, Phase 3).



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- T. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 8C in the Village of Lake in the Hills for the 2023 Tax Year (Crystal Commons, Prairie Point, Larsen Office Park).
- U. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 15 in the Village of Lake in the Hills for the 2023 Tax Year (Cheswick Place Development).
- V. Motion to pass Ordinance 2023-____, An Ordinance Establishing a Tax Levy for Special Service Area Number 51 in the Village of Lake in the Hills for the 2023 Tax Year (Construction & Installation of potable water distribution).
- W. Motion to pass Ordinance 2023-____, An Ordinance Amending Section 3, "Definitions" and Section 11, "Permitted and Conditional Use Chart" of the Lake in the Hills Zoning Code, and Amending Appendix A, "Lake in the Hills Municipal Code Definitions" of the Lake in the Hills Municipal Code.
- X. Motion to approve and authorize the Village President to execute the Master Contract with Baxter & Woodman, Inc. for Professional Engineering Services from January 1, 2024, through December 31, 2024.
- Y. Motion to accept the bid and award a contract to Compass Minerals for the purchase and delivery of water conditioning bulk softener salt in 2024 in an amount not to exceed \$202,622.00.
- Z. Motion to approve the purchase of up to 1,300 tons of rock salt in 2024 through the Central Management Services contract for a total cost not to exceed \$109,915.00.
- AA. Motion to pass Ordinance 2023-____, An Ordinance Amending Chapter 45, Section 45.31, "Fees", of the Lake in the Hills Municipal Code.
- BB. Motion to authorize Village staff to present the Transportation Improvement Plan program to the Illinois Department of Transportation, Division of Aeronautics in December 2023.

Motion to approve the Consent Agenda items A-BB was made by Trustee Harlfinger and seconded by Trustee Huckins. 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 December 15, 2023, Schedule of Bills total of all funds \$1,519,173.52 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.



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Motion to approve the November 2023 Manual Bills total of all funds \$943,277.26 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.

Village Administrator and Department Head Reports

None.

Board of Trustee Reports

None.

Village President Reports

None.

Unfinished Business

None.

New Business

None.

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 7:34 pm.

Submitted by,

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

Shannon DuBeau
Village Clerk