



# Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

BOARD OF TRUSTEES MEETING

JULY 11, 2024

## Call to Order

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

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

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

Also present were Village Administrator Shannon Andrews, 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, Deputy Chief of Support Services Matt Mannino, Deputy Chief of Patrol Pat Boulden, Village Attorney Brad Stewart, and Village Clerk Shannon DuBeau.

The Pledge of Allegiance was led by retired Lake in the Hills Police Sergeant Eric Decker.

## 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 June 25, 2024, Committee of the Whole meeting.
- B. Motion to accept and place on file the minutes of the June 27, 2024, Village Board meeting.
- C. Motion to approve and authorize the Village President to execute an Employment Agreement with Matthew Mannino for the position of Chief of Police.
- D. Motion to approve a one-year extension with Granicus, with two additional one-year renewal terms, for maintenance, hosting, and licensing of the Village's website.
- E. Motion to approve the amendments to the AIA Document B101-2017, Standard Form of Agreement between Owner and Architect, at a cost not to exceed \$79,521.00.
- F. Motion to accept and place on file the Lake in the Hills Police Pension Fund Actuarial Funding Report Actuarial Valuation as of January 1, 2024, the Lake in the Hills Police Pension Fund GASB 67/68 Report



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Actuarial Valuation as of January 1, 2023, and the Village of Lake in the Hills Postretirement Health Plan Actuarial Valuation as of January 1, 2023.

- G. Motion to accept and place on file the Police Pension Plan Annual Financial Report for the Fiscal Year Ended December 31, 2023.
- H. Motion to approve Amendment to Construction Phase Services Agreement request with Crawford, Murphy, Tilly, Inc. for an amendment to the Agreement for Engineering Services revised to provide a not to exceed payment of \$314,400.00.

Trustee Huckins made a motion to remove item E.

Motion to approve the Consent Agenda items A-D and F-H was made by Trustee Huckins and seconded by Trustee Bojarski. 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 July 12, 2024, Schedule of Bills total of all funds \$1,402,395.60 was made by Trustee Huckins and seconded by Trustee Dustin. On roll call vote, Trustees Bojarski, Murphy, Huckins, Harlfinger, Anderson, and Dustin voted Aye. No Nays. Motion carried.

## Village Administrator and Department Head Reports

None.

## Board of Trustee Reports

None.

## Village President Reports

### **The Promotion of Matthew Mannino to Chief of Police**

President Bogdanowski highlighted the many achievements of Deputy Chief of Support Services Matthew Mannino during his 18-year career with Village of Lake in the Hills Police Department. His most notable achievements include four Unit Citation Awards and three Chief's Awards for Saving a Human Life.

Deputy Chief of Support Services Mannino was sworn in as Chief of Police by the out-going Chief of Police, Mary Frake.

### **The Promotion of Tiffany Decker to Deputy Chief of Support Services**

Chief Mannino recognized Sergeant Decker's service and dedication over the past 17 years. Her career with the Lake in the Hills Police Department spans roles in patrol, the investigations division, and the major investigative assistance team.



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Sergeant Decker was sworn in as Deputy Chief of Support Services by Chief Mannino.

### **The Promotion of James C. Riffe to Sergeant**

Deputy Chief of Patrol Pat Boulden summarized Detective Riffe's achievements over his 20-year career with the Lake in the Hills Police Department. He has been detailed to thirteen secondary assignments, including chief training officer and officer in charge, and has received several Unit Citation Awards, two Life Saving Awards, and was nominated for McHenry County's Officer of the Year.

Detective Riffe was sworn in as Sergeant assigned to Patrol Services by Chief Mannino.

## Unfinished Business

- E. Motion to approve the amendments to the AIA Document B101-2017, Standard Form of Agreement between Owner and Architect, at a cost not to exceed \$81,361.00 was made by Trustee Huckins and seconded by Trustee Dustin.

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

## New Business

None.

## Adjournment

A motion to adjourn the meeting was made by Trustee Huckins and seconded by Trustee Dustin. 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 7:42 pm.

Submitted by,

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

Shannon DuBeau  
Village Clerk