



Village of Lake in the Hills

600 Harvest Gate, Lake in the Hills, Illinois 60156

Committee of the Whole Meeting

February 25, 2020

Call To Order

The meeting was called to order at 7:30 p.m. Present were Trustees Harlfinger, Huckins, Dustin, Bogdanowski, Bojarski, Murphy and President Ruzanski.

Also present were Village Administrator Jennifer Clough, Assistant Village Administrator/Finance Director Shane Johnson, Chief of Police Dave Brey, Public Works Director Dan Kaup, Community Service Director Fred Mullard, Village Attorney Brad Stewart and Village Clerk Cecilia Carman.

Pledge of Allegiance was led by President Ruzanski.

Audience Participation: Chris Freeman of Sleep in Heavenly Peace Organization explained what services they provide for the community. They make bunk beds for kids under the age of 18 that otherwise would be sleeping on the floor or sharing a bed with another sibling.

Administration:

Ordinance Amending Chapter 33, Section 33.08B “Number of Licenses Issued” of the Municipal Code- Presented by Village Administrator Jennifer Clough-Currently Chapter 33, Section 33.08B “Number of Licenses Issued”, specific to Class B and Class D Liquor Licenses allowed, does not coincide with the number of businesses that actually have these Class Liquor Licenses.

In 2018, Rock N Grill did not renew their Class D liquor license and in 2019, Cigarette Depot, who held a Class B Liquor License, changed owners. The new owner did not request the issuance of a liquor license. Chapter 33, Section 33.08B was not subsequently updated to reflect these changes.

The Attached ordinance reduces the Class B Liquor Licenses allowed by Village Code from eleven to ten and the Class D Liquor Licenses allowed by Village Code from four to three in order to ensure consistency in the liquor license application and approval processes.

Staff recommends a motion to approve an Ordinance amending Chapter 33, Liquor Control and Liquor Licensing, Section 33.08B “Number of Licenses Issued” of the Lake in the Hills Municipal Code to reduce the Class B Liquor Licenses allowed within the Village from eleven to ten and the Class D Liquor Licenses allowed with the Village from four to three.

Trustee Dustin asked why the two businesses did not renew their licenses. Administrator Clough stated she was not informed why. Cigarette Depot does have a new owner and he/she may have decided to sell cigarettes only. Trustee discussed the cost of the license for Rock N Grill may be more than revenues generated. Motion was made to place this item on the Village Board Agenda.

Police:

Ordinance Amending Chapter 43, Adding Section 43.28, Drug Paraphernalia, of the Lake in the Hills Municipal Code- Presented by Chief of Police Brey- A new section is proposed for Chapter 43 of the Municipal Code. Section 43.28, Drug Paraphernalia, will make it unlawful for any person under the age of

21 to knowingly possess any drug paraphernalia within the corporate limits of the Village. Section 43.28 mirrors the Illinois Compiled Statutes definition of drug paraphernalia. The ordinance change is intended to give officers a local charging mechanism when persons under the age of 21 unlawfully possess drug paraphernalia items.

Staff recommends a motion Ordinance Amending Chapter 43, Adding Section 43.28, Drug Paraphernalia, of the Lake in the Hills Municipal Code. Motion was made to place this item on the Village Board Agenda.

Public Works:

Award a Contract for the Well 10 Generator Replacement Project- Presented by Public Works Director Dan Kaup- As part of the Village’s generator replacement schedule, the generator at Well 10 was approved in the 2020 budget for replacement. Village staff authored a Request For Proposal (RFP) and in January, the RFP invitation was sent to 16 generator companies, posted on the Village’s website, and published in the Northwest Herald. On February 7, 2020, four RFP submittals were received and pricing ranged from a low price of \$47,043.00 from Midwest Power Industry Inc. (“Midwest”) of Ringwood, IL, to a high price of \$60,000.00.

The Village has not worked with Midwest before; however, Midwest provided positive references for similar projects and staff is confident they are qualified to perform this work. The capital asset form, RFP results, a recommendation letter, and a bid certification form are attached for your review.

Village staff recommends that the Village Board approve and award the Well 10 Generator Replacement Project to Midwest Power Industry Inc. in the amount of \$47,043.00.

Financial Impact: The Village’s 2020 budget includes \$75,000.00 in the Water Fund for this project. The contract award amount of \$47,043.00 is under budget by \$27,957.00.

Staff recommends a motion to award a contract to Midwest Power Industry Inc. of Ringwood IL, for the Well 10 Generator Replacement Project in the amount of \$47,043.00. Motion was made to place this item on the Village Board Agenda.

Recommendation to Award the 2020 Parking Lot Replacements Project- Presented by Public Works Director Dan Kaup- As part of the Village’s parking lot replacement schedule, an existing section of airport pavement and the existing parking lots at Ken Carpenter Park, Richard Taylor Park and LaBuy Park were approved in the 2020 budget for replacement. Last month Village staff authored a Request For Proposal (RFP) for the replacement of these four locations and included one additional section of airport pavement (“Location Five”) in case the Village received favorable pricing for the Airport portion of this project. On January 22, 2020, an RFP invitation was sent to 57 resurfacing companies, posted on the Village’s website, and published in the Northwest Herald. On February 10, 2020, ten RFP submittals were received and pricing ranged from a low of \$124,000.00 from Champion Paving Corporation (“Champion”) of Hampshire, IL, to a high of \$221,350.00. Champion’s price of \$124,000.00 is under budget for each of the first four locations but is not favorable enough for the airport to hire Champion to perform Location Five. As such, Village staff recommend awarding to Champion for the first four locations in the amount of \$115,800.00. It should be noted that after removing Location Five, Champion still submitted the lowest pricing for the first four locations at \$115,800.00.

Champion has worked on similar projects for the Village in the past and staff have been pleased with their performance. Therefore, Village staff recommends awarding this project to Champion Paving Corporation of Hampshire, IL

Financial Impact: The Village's 2020 budget includes \$114,470.00 in the Capital Fund and \$32,150.00 in the Airport Fund for this project. The total expense for this project is \$115,800.00, which is \$27,470.00 under budget in the Capital Fund and \$3,350.00 under budget in the Airport Fund.

Staff recommends a motion to award a contract to Champion Paving Corporation ("Champion") of Hampshire, IL, for the 2020 Parking Lot Replacements contract in the amount of \$115,800.00. Motion was made to place this item on the Village Board Agenda.

Ordinance Authorizing the Sale of Surplus Property- Property Presented by Public Works Director Dan Kaup- The Illinois Municipal Code requires adoption of an Ordinance to sell surplus property. The Village property listed in Exhibit A is no longer useful to the Village and in order to allow for its sale, the attached Ordinance declares the property as surplus. The Ordinance gives the Village Administrator the authority to determine the appropriate means of sale.

Financial Impact: Any money received from the sale of these items will be returned to the appropriate fund.

Staff recommends a motion to adopt the ordinance declaring Village property as surplus. Motion was made to place this item on the Village Board Agenda.

Community Service:

Vehicle Lease Agreement with NISRA- Presented by Community Service Director Fred Mullard- Community Services would like to enter into an agreement with the Northern Illinois Special Recreation Association (NISRA) to enable the Village to lease busses from them on an as-needed basis during calendar year 2020. The agreement requires Village Board approval to indemnify NISRA while we are operating their buses.

When the Village bus is required but not available or additional buses are required, the Village is able to lease an available bus from NISRA due to our participation in the association. We normally only use them about six times a year. We typically pay only for the fuel used. Attached is a copy of the lease agreement for your consideration.

Staff recommends a motion to authorize entering into a vehicle lease agreement with the Northern Illinois Special Recreation Association.

Trustee Dustin asked if there is additional cost for the insurance. Director Mullard stated no.

Motion was made to place this item on the Village Board Agenda.

Variations to Sections 16.4, Prohibited Signs, and 16.11, Sign Chart, for 309 North Randall Road- Presented by Community Service Director Fred Mullard- The property owners of 309 North Randall Road request variations to the Zoning Ordinance to allow two signs on the front elevation of the building, one internally illuminated sign, with the company name & logo, and one "halo" sign, in the silhouette of a dog and ball.

The variation to Section 16.4 is required simply because the design is a "halo" sign where the sign has lights between opaque facing and an opaque background. This may potentially change with the revisions to the sign portion of the ordinance, but is currently a prohibited sign.

The variations to Section 16.11 are required because the Zoning Ordinance only permits one sign with a maximum area of 100 square feet. The first sign is an internally illuminated sign of approximately 57 square feet. The second sign is a “halo” sign of approximately 203 square feet. The graphic silhouette of the dog and a ball are designed to draw attention to the business and therefore constitute a sign.

The Planning and Zoning Commission conducted a public hearing on February 17, 2020 for the petitioner’s request. There were no public comments and Commissioners voted 4-0 to recommend approval of all variations as requested.

Staff recommends a motion to approve an ordinance for variations to Sections 16.4 and 16.11 of the Zoning Ordinance at 309 N Randall Road on Parcel 19-29-151-027 allowing an increase of the allowable sign space to 260 square feet for installation of a “halo” silhouette as a second permitted sign. Motion was made to place this item on the Village Board Agenda.

President Ruzanski asked for an update on the Parkside Apartments. Director Mullard stated the developer is not moving forward at this time. He believed the public was not in favor of the 5 story building. He also is going to look into federal funding for the project. Trustee Huckins asked how the project is eligible for Federal Funding. Director Mullard stated this is not a subsidized housing unit but there may be funding he is eligible for. Trustee Bogdanowski asked if there were many complaints from the public. He and Trustee Harlfinger did receive emails opposing the building. Director Mullard stated several residents did speak against the proposal at the last Planning and Zoning Meeting.

Trustee Huckins asked for an update on the sign ordinance. Director Mullard stated the staff should be completed with the recommendations in May for a public hearing. The ordinance should be presented in June to the Board for a vote. Trustee Murphy asked if the moratorium will be in place until June. Director Mullard stated yes.

Board of Trustees:

Trustee Harlfinger – None at this time

Trustee Dustin – None at this time.

Trustee Huckins - None at this time

Trustee Bojarski - None at this time

Trustee Bogdanowski - None at this time

Trustee Murphy - None at this time

President Ruzanski: None at this time

Audience Participation: None

Adjournment: There being no further business to discuss, the Committee of the Whole meeting was adjourned at 7:57pm.

Submitted by,

Cecilia Carman
Village Clerk

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