

MINUTES
VILLAGE OF ROUND LAKE
COMMITTEE OF THE WHOLE MEETING
February 6, 2012
442 N. Cedar Lake Road
To Follow the Regular Board Meeting
The Regular Board Meeting is 7:00 P.M.

THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY JAMES DIETZ, VILLAGE PRESIDENT AT 7:23 P.M.

1. ROLL CALL: Clements-here, Newby-here, Sandoval-here, Simoncelli-here, Triphahn-here, Wicinski-here. (00:00:11)

2. APPROVAL OF MINUTES

- Motion by Newby, Seconded by Wicinski, to Approve the Minutes of the Committee of the Whole Meeting of January 16, 2012. (00:00:27)

Roll Call: Newby-yes, Sandoval-abstain, Simoncelli-abstain, Triphahn-yes, Wicinski-yes, Clements-yes.

3. PUBLIC COMMENT (00:00:58)

- Michael Blum 547 W Cambria, Michael spoke his concern on the time used for Village employees to obtain bids for every item needed for maintenance and repairs of Village vehicles. He questioned where the \$260,000 cuts will be made from the budget with the lowering of the tax levy.

4. COMMITTEE OF THE WHOLE

- Community Development: No Report.
- Human Resources and Finance (00:03:40)
 - Audit Presentation was provided by a partner from Sikich. An overview of the audit report for the fiscal year end April 30, 2011 was presented. The Village's assets, liabilities and financial statements were discussed.
 - Capital Improvement Plan Draft was given to the Board to review. The plan includes individual capital requests by department.
- Public Works, Facilities and Capital Assets, and Engineering (00:14:10)
 - Cedar Valley Park Pond Intergovernmental Agreement between the Village and Stormwater Management Commission downtown detention study was reviewed. It is required for the Watershed Grant that was awarded to the Village. The consensus of the Board is to move this item forward to the next Regular Board Meeting.
 - Maple Lane Change Orders to Maneval Construction which was awarded the work for this project was discussed. There were increases and many decreases to have a total deduction of \$39,967.23 from the project

agreement. There is still some minor restoration needed for the storm sewer work that will be completed in the spring and at that time the Village will be presented with a final pay request. The Board concurs to move this item forward to the next Regular Board Meeting.

- Special Events: No Report.
- Building and Zoning (00:21:12)
 - Appearance Review Code Revisions are being proposed. The changes pertain to signs and landscaping requirements. The Board was supplied with current codes and a summary of proposed changes and the reasoning for the changes. Also proposed are revisions to the Architectural Commission Code and Zoning Code. The sign code will be removed and incorporated into a new appearance code. A Committee hearing will need to be held to assess the proposed changes to the zoning code. It was suggested to bring this item back to the Committee of the Whole Meeting for further review.
 - Grease Interceptor Variance Request was proposed by a business owner at 219 N Cedar Lake Road. The business is to sell frozen treats. Our current ordinance requires a capacity for 750 gallon grease interceptor. There is not enough space for that size on the property; staff is suggesting using a grease trap that collects the grease oils. The consensus of the Board is to bring this item forward to the next Regular Board Meeting.
- Police (00:32:52)
 - Vehicle Maintenance Proposals was discussed. Mayor Dietz explained the events of the process that started June 20, 2011. At that time request for bid went out to venders within an eight mile radius. July 5th at the Regular Board Meeting there was questions on the bid tabulation process, at that time it was deferred to the July 18th meeting. At the July 18th meeting the Board approved the advertisement of the RFP. The meeting of August 15th, Michael Kohlmeyer spoke his concern of the free services within the RFP and that his prices would have to reflect those services. October 17th the Village received the first round of bids, they were tabulated, but a lot of no response items made it difficult to finalize. Clarification notices were sent out after the Board had a motion to reject all bids and give the venders an opportunity to make those corrections. December 5, 2011 the Board received additional information and tabulation of the bids received. Clarification of qualifications was requested of the venders. At the January 19, 2012 Committee of the Whole Meeting the venders were ask to have a representative present to answer questions. At the December 5th Meeting there was also discussion on tire purchase and the problems that occurred when Trustees were involved in the bidding process. At the January 3, 2012 Meeting staff supplied certification of two venders, A-Tire and Ingleside Auto & Tire. There were discussion on prices that were presented, A-Tire at \$169,000 and Ingleside Auto & Tire at \$108,000. There was discussion whether the Village should pick and choose from the best price for individual items. The RFP was for a one year contract, so this would not be fair to bidders. Mayor Dietz listed the vehicle maintenance and repair cost for public works for the fiscal year 2011. Based on the January 5th meeting

with both A-Tire and Ingleside Auto were qualified, recommendations were made to go with the lowest bidder. At the January 16th meeting; for fiscal year ending April 30, 2011 the cost for vehicle repairs and maintenance was reported as \$105,781, out of that A-Tire was paid out \$30,896 and Ingleside Auto was paid out \$17,827. A representative from Ingleside Auto verified he would use OEM parts and would honor his prices in the bid. Differences in line items on exhaust systems were discussed. After much debate the direction of the Board was to move forward with the bid and bring it to the next Regular Board Meeting.

- Administration (01:32:35)
 - BEST Governor's Home Town Award Sign Purchase was considered. Bringing Everyone's Strengths Together serves the Round Lake Area and has won the award. The Board concurs to purchase one road sign in the amount of \$155.00.

5. SUGGESTED NEW TOPICS: (01:37:08)

- Clarification of Bid Process.
- Hours of Operation for Liquor License.

6. Motion by Simoncelli, Seconded by Triphahn, to Recess to Executive Session for Discussion of Certain Employee, Appointments, Pending Litigation and Salary. (01:37:42)

The Board Recessed to Executive Session at 9:01 P.M.

Motion by Sandoval, Seconded by Wicinski, to Return to the Committee of the Whole Meeting.

Roll Call: Clements-yes, Newby-yes, Sandoval-yes, Simoncelli-yes, Triphahn-yes, Wicinski-yes.

7. Motion by Sandoval, Seconded by Triphahn, to Adjourn the Committee of the Whole Meeting. Verbal Vote: All ayes.

The Committee of the Whole Meeting Adjourned at 10:56 P.M.

APPROVED: February 21, 2012