

MINUTES
VILLAGE OF ROUND LAKE
COMMITTEE OF THE WHOLE MEETING
March 21, 2016
442 N. Cedar Lake Road
To Follow the Regular Board Meeting
The Regular Board Meeting is 7:00 P.M.

CALL TO ORDER

THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:31 P.M.

1. ROLL CALL

Present: Trustees Foy, Frye, Kraly, Newby, Rodriguez, Triphahn
Absent: None

2. APPROVAL OF MINUTES

- 2.1 Approve the Minutes of the Committee of the Whole Meeting of February 29, 2016
Trustee Triphahn moved, Seconded by Trustee Frye, to approve the Minutes of the Committee of the Whole Meeting of February 29, 2016. Upon a unanimous voice vote; the Mayor declared the motion carried

3. PUBLIC COMMENT

NONE

4. COMMITTEE OF THE WHOLE

- Community Development
- Clerk's Office
- Human Resources and Finance
- Public Works, Facilities and Capital Assets, and Engineering
 - Permission to Sell Kubota Tractor & Attachments at Auction
Public Works Director Adam Wedoff requested permission to sell a model year 2000 Kubota LA-681 garden tractor with front bucket and mower and plow blade attachments at auction on April 9th. PW Wedoff stated that the engine runs fine but the power take –off and three point rear hitch no longer work and feels the cost of repairing the tractor is not justified for what the department uses it for. He went on to say what the tractor is currently used for and what other options could be used in its place.

The Mayor and Board agreed to move to the next Consent Agenda

- Lake County Municipal League Contracts:
 - Crack Seal, Street Sweep, Pavement Marking, Hydrant Painting
PWD Wedoff stated Lake County Municipal League (LCML) Cooperative posted documents for perspective bidders on February 12, 2016 for the joint bidding of certain services. Bid opening for the crack sealing project was March 2, 2016 with Patriot Pavement Maintenance being the apparent low bidder of the three contractors

submitting bids for the project. A map was provided to the board showing the areas where the work is intended to be completed. Work will be scheduled in Fiscal Year 2017 with \$15,000 as the recommended proposed FY 2017 budget amount.

The bid opening for the LCML Street Sweeping project was March 2, 2016 with Program One being the apparent low bidder of the four contractors submitting bids for the project, however, Program One did not submit the required Illinois Department of Transportation (IDOT) certification form with their bid so staff recommends awarding the project to the second lowest bidder, TKG Environmental. TKG completed street sweeping for the Village last year and staff was generally satisfied with their work. This work will be scheduled in FY 2017 with \$17,400 as the recommended proposed FY 2017 budget amount.

The bid opening for the LCML Pavement Marking project was March 2, 2016 with Superior Road Striping being the apparent low bidder of the three contractors submitting bids for the project. Work will be scheduled in Fiscal Year 2017 with \$17,500 as the recommended proposed FY 2017 budget amount.

The bid opening for the LCML Hydrant Sandblasting and Painting project was March 2, 2016 with Alpha Paintworks being the apparent low bidder of the two contractors submitting bids for the project. Work will be scheduled in Fiscal Year 2017 with \$20,000 as the recommended proposed FY 2017 budget amount. It was mentioned in discussion if the Hydrants could be part of a project that encourages residents to paint the hydrants themselves similar to art projects that make them unique. It was mentioned by one of the Trustees that they believe the Fire Department code is that the tops of the units need to be red. It was also mentioned that since the units are being sandblasted down to the bare metal, the time and care it takes to make sure the paint is on properly so the elements, snow, salt, and water, do not penetrate and get to the metal thus risking the chance of rust, is to great of risk.

The Mayor and Board agreed to move to the next Consent Agenda

- Preliminary Design Engineering Report for Second CLCJAWA Receiving Structure
PWD Wedoff recommended a work order submitted by Baster & Woodman to complete a preliminary design report for a second Central Lake County Joint Action Water Action (CLCJAWA) receiving station be approved. He stated that as part of the new West Group expansion line serving Volo and Wauconda, CLCJAWA has agreed to provide a second connection point to the Village. In order to take advantage of this, the Village is required to build a receiving structure to tie into the transmission main. The second connection will provide added redundancy to the Village's water supply and better water pressure in the southern areas of the Village. B&W will incorporate this new connection point to update the Village water system model along with a proposed additional water tower and possible future developments. They will provide findings and recommendation for design parameters, proposed site location and piping routes as well as probable costs for design and construction of the needed improvements. The report received will not include a final design of the receiving structure or any other improvements, just gathering information in order to do the design. B&W has submitted a work order detailing the scope of services with a fee not to exceed \$25,900. It was asked why B&W instead of going out for bid, PWD Wedoff stated that with the amount over \$25,000.00 it needs to have qualification and at this point he feels that B&W would provide the best value because they already

have a water system model for the Village and could easily plug in the new receiving station without having to start from scratch, they also have experience working in the Village and with Village staff and their previous work has been satisfactory

The Mayor and Board agreed to move to the next Consent Agenda

- Special Events

Trustee Triphahn stated that Vendors have been contacted for the Arbor Day Celebration. She also stated that ComEd reached out to them asking to have a booth at the event and that they will be providing 200 small trees to be handed out to the residents. Trustee Triphahn mentioned that since ComEd will be providing trees, she is looking to have additional Trees to Raffle at the event.

Village Administrator Shields also stated that the Village will be participating in the Round Lake Area Chamber Expo being held at the Round Lake Area Park Districts Sports Center April 2nd between the hours of 9am and 3pm

- Building and Zoning
- Police
- Administration

- Water & Sewer Code Changes Section 3.04.130 – Water and Sewer Rates

VA Shields recommended that the rate tables for the regional wastewater service charges be eliminated and general language regarding rates established by the agency be added, thus eliminating a new ordinance needing to be completed with every fee increase by Lake County Department of Public Works.

The Mayor and Board agreed to move to the next Consent Agenda

- Capital Improvements Program Discussion

Village Administrator Steve Shields discussed the CIP that includes all department capital item requests for the 2017 budget and for five years thereafter, ending in 2022. VA Shields stated that this CIP includes several missed items from before and does not include road reconstruction figures. He asked the board to review over the next few weeks when it would be brought back to the next COTW meeting on April 4th for further discussion. He stated that items in the plan will be reviewed and prioritized and are not automatically approved, every item still needs to go before the board for approval

- 2017 Budget Draft Presentation

Village Administrator Steve Shields provided a presentation of the 2017 budget draft along with assumptions used for compiling the data in the budget documents. The overview was divided into three areas; major revenues, expenses and specific funds. In addition, Appendix A lists all accounts by fund comparing the 2017 budget to the 2016 budget with dollar and percent changes. He stated again that items with the budget are not automatically approved; every item still needs to go before the board for approval. He also mentioned that he will do a broad overview tonight, if anyone had questions or want to discuss it with him please email him or he can meet with anyone on an individual basis or he can meet with up to two Trustees at a time. There will be a public hearing on April 4th as well as the budget coming back to the

COTW for discussion and then stated that the budget must be approved by April 30, 2016. A 34 page document that summarized the presentation was also provided.

5. SUGGESTED NEW TOPICS
NONE

6. EXECUTIVE SESSION
NONE

7. ADJOURN

Motion by Trustee Triphahn, Seconded by Trustee Kraly to adjourn the Committee of the Whole meeting at 8:34 P.M. Upon a unanimous voice vote, the Mayor declared the motion carried.

APPROVED:

Patricia C. Blauvelt
Village Clerk

Daniel MacGillis
Village President