

VILLAGE OF ROUND LAKE
COMMITTEE OF THE WHOLE MEETING

July 1, 2013

442 N. Cedar Lake Road

To Follow the Regular Board Meeting

The Regular Board Meeting is 7:00 P.M.

MINUTES

THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:45 P.M.

1. ROLL CALL

Present: Trustees Clements, Frye, Newby, Triphahn, Wicinski,

Absent: Trustee Simoncelli

2. APPROVAL OF MINUTES

2.1 Approve the Minutes of the Committee of the Whole Meeting of June 17, 2013

Trustee Wicinski moved, Seconded by Trustee Triphahn, to approve the Minutes of the Regular Meeting of June 17, 2013. Upon a unanimous voice vote, the Mayor declared the motion carried.

3. PUBLIC COMMENT

None

4. COMMITTEE OF THE WHOLE

- Community Development

Trustee Frye mentioned he is currently working on two programs, one being the Incubator Program and the other a Farmers Market. He stated by next meeting he should be able to bring something back to the board and make a presentation on both items.

- Human Resources and Finance

- Salary Ordinance

Trustee Triphahn is requesting to have the Salary Ordinance moved to the next Regular Board meeting. Included in the 2013/14 budget is a 2.0% cost of living increase (COLA) and a 3.5% step increase for non-union employees. The budget amount for the increase is approximately \$31,196.00. The COLA increase would be effective the payroll ending July 28, 2013 (pay period July 15th-July 28th) and forward. The number of employees impacted includes 16 full-time employees and 2 permanent part-time. For those that should have received a step increase between May 1st and the effective date of the compensation ordinance, it was recommended that retro pay be given to the three employees impacted. Village Attorney Michael Zimmerman also recommended moving forward with the Salary Ordinance as well and said it is very well written but suggested adding more data in the document as far as the number of positions at each step and grade.

Mr. Zimmerman went on to say that it could set our hiring policy for the next fiscal year, and brought up seasonal employees, such as snow plow operators, and that could be in there so to not have to revisit the ordinance again.

Mayor MacGillis and the board agreed to move forward on this, with modifications, and bring it to the next Regular board meeting

- Public Works, Facilities and Capital Assets, and Engineering

- Urban Forest Management Presentation

Trustee Clements stated that the Public Works sub - committee met and discussed some additional ideas and requested PW Director Ron Kroop discuss them. Mr. Kroop spoke about the proposed Urban Forest Management (UFM) Program for FY 13/14 and beyond. He stated that the proposed program describes the intended actions, responsibilities and processes to begin dealing with tree replacement and maintenance.

Some actions to be addressed by the program includes

Short Term (2-5 yrs.)

Remove and replace approximately 700 dead/dying parkway trees

Assess, prioritize and remove large trees

Trim branches on all trees as needed

Assess the remaining 1000 Ash Trees

Educate property owners on how to maintain/care for parkway trees

Long Term:

Enhance the character and value of our community through on-going assessment.

Continue to improve, expand on tree species diversity

Funding:

For the next five years (5), beginning with FY 13/14 an estimated expenditure of \$60,000.00 per FY is needed. The cost per year does include some utilization of our consulting arborist to guide our efforts.

Cost Sharing:

As the available Village funding is not sufficient to replace the approx. 700 dead/dying parkway trees in a timely manner, Resident/Property Owner (R/PO) financial participation can measurably assist in the replacement. This cost sharing program will have 4 categories/priorities for tree replacement.

1. Priority 1.

R/PO pays 100% of the total cost to remove the existing tree, purchase a new tree and plant the new tree.

2. Priority 2.

R/PO pays 100% of the tree purchase cost. The Village pays 100% of the cost to remove the existing tree and plant the new tree.

3. Priority 3.

R/PO pays 50% of the tree purchase cost. The Village pays the other 50% of purchase cost and 100% of the removal/planting cost.

4. Priority 4.

R/PO is unwilling or unable to participate financially and therefore the Village will replace the existing trees as funding will allow.

NOTE: For all four of these categories it is critical that the R/PO will water the tree to ensure survival and growth of the new tree

Discussion was had as far as funding, and if the full \$60k would be needed for this year considering we are already into July, also where the funds could be taken from in order to fund the project.

Mayor MacGillis interjected stating that it was a great discussion but wanted to point out is that that not only is it an ugly thing it's a hazardous thing and the sooner we move on this the better, and if anyone has been reading the papers on the neighboring communities and Lake County in general, this is a wide spread issue. Trustee Triphahn suggested that we move forward with this program and stated we can currently take the funds needed this year from the general fund and the capital enhancement fund, and if needed from reserves as long as the funds are replaced in the next year.

Resident Joseph Bower, Magnolia Lane, commented on the Tree Program and agrees that the Village should take care of the dead/dying trees as well as the hazardous ones, but spoke about an incident that happened in his subdivision of Silver Leaf Glen where a garbage truck had hydraulic fluid spill which resulted in two dead trees. The Village replaced the trees but then the residents did not water them and now they are dead again. He stated that the Village should not be in the business of replacing trees and feels that funds could be better earmarked for infrastructure instead.

PW Director Ron Kroop spoke about the image of the Village and the long term value that replacing and taking care of our trees would be, including the value of resident's properties.

The board agreed to make sure that the Village should take care of the dead/dying hazardous and sick ones first, and the rest of the presentation should be revisited. The Resolution to be brought to the General Meeting will include the priority items.

- Backup Generator for Rosewood Lift Station

Public Works Director Ron Kroop stated we have budgeted \$50K for Fiscal Year 13/14 to install a 20-25 KW Back up Power Generator at Rosewood Lift Station. Installation is planned to be done in house. Bids were solicited from three different good quality generator manufacturer's local distributors. Only two submitted acceptable bids. Winco Inc. came in at \$15,822.00 which included freight shipment. An additional cost of \$1340.00 is also need for a transfer switch, and will be purchased separately.

Mayor MacGillis and the board agreed to move forward on this and bring it to the next Regular board meeting

- Hart Road Update
Public Works Director Ron Kroop reiterated the concerns that businesses in the industrial park as well as the Village of Round Lake Beach had regarding the Hart Road/Sunset Drive project but once they had seen the plans and had discussions at the meeting, it made their minds at ease.
- Nippersink Repaving
PWD Ron Kroop spoke about the FY 13/14 Capital Improvement Program (CIP) which includes the pavement rehabilitation of the West end of Nippersink as a “Joint” project with Grant Township Highway Dept. Through negotiations with the Grant Township Highway he stated we have agreed to have one construction project, designed by Baxter Woodman, and bid out, administered by the Village of Round Lake. Cost sharing and responsibilities will be formally established through an intergovernmental agreement that is being developed. Cost sharing for design and construction management will be based on the proportionate magnitude of the pavement area being rehabilitated. Accordingly, our share of design will be 39.6% or \$5,100.00 and Grant Township’s share will be \$60.4% or \$7,900.00. To have this paving work done this construction season, design needs to commence now.

Mayor MacGillis and the board agreed to move forward on this and bring it to the next Regular board meeting

- Special Events

- 4th of July Parade
Trustee Wicinski reminded everyone who is interested in riding on the float to meet at the Village Hall between 7:45 & 8:00 a.m. on the 4th and if you’re able to donate candy, please do so. She also thanked those that were able to help decorate the float. Trustee Wicinski had inquired about a heavy card stock paper in order to print out information on our Home Town Fest to hand out at the parade, whereas Trustee Triphahn stated she had some if she would like to have it.
- National Night Out – August 6th
Chief Gillette restated the date and also that the event starts at 5:00 P.M. There will be Hot Dogs, Snow Cones, Popcorn, Movies and Comcast will send some of their costume mascots from one of the children’s channels, but wasn’t sure who it was. Trustee Newby stated he and Trustee Triphahn will supply the hot dogs again this year. Trustee Wicinski asked what else is needed for the event – Chief Gillette will do inventory and see what we still need.
- Downtown Fest
Next meeting is set for July 2nd, 6:00pm and please feel free to attend. Trustee Triphahn stated that the RL Chamber is requesting a flyer from the clerk so they will be able to share the information with the chamber members. The date decided on had been Saturday September 21st.
- Employee Picnic.
Trustee Wicinski shared the current poll as to who is interested in attending the employee picnic. She also reminded the department heads to share the information with their employees to see who was interested in attending. She will give it a few

more days to see who else responds and will report back at the next meeting. It was noted that one of the Police Officers is also getting married on the date chosen, so that might have an impact on the numbers as well. It was suggested that we might want to change the date.

- Building and Zoning
 - Grass/Weed Cutting Review of Ordinance and Procedures
Village Administrator Kraly stated that this is still being worked on.
 - Police
 - School Resource Officer Intergovernmental Agreement
Police Chief Gillette discussed the School Resource Intergovernmental Agreement between the Village and the Board of Education of Round Lake Area Schools Community Unit School District 116. The agreement, which contains minor alterations from the previous year agreement, was approved by district staff and will be presented to be signed by the school district on July 15, 2013.
The agreement provides, in part, for the following:
 - Agreement period of August 1, 2013 through July 31, 2014
 - One (1) school resource officer at the RL Senior High School
 - 100% reimbursement of the school resource officer costs while he or she is on duty at the school.
- The alterations to this 2013/14 agreement are language discussing truancy work done by the School Resource Officer concerning jurisdictional boundaries.

Mayor MacGillis and the board agreed to move forward on this and bring it to the next Regular board meeting

- Administration

5. SUGGESTED NEW TOPICS

None

6. EXECUTIVE SESSION

A motion was made by Trustee Newby, seconded by Trustee Triphahn to adjourn into executive session for probable litigation. Upon a unanimous voice vote, the Mayor declared the motion carried.

The Committee of the Whole Meeting Recessed to Executive Session at 8:56 P.M.

The Board rejoined the Committee of the Whole meeting at 9:37 P.M.

ROLL CALL

Present: Trustees Clements, Frye, Newby, Triphahn, Wicinski

Absent: Trustee Simoncelli

7. ADJOURN: Motion by Trustee Newby, Seconded by Trustee Wicinski to adjourn the Committee of the Whole meeting at 9:37 P.M. Upon a unanimous voice vote, the Mayor declared the motion carried.

APPROVED: July 15, 2013

Patricia C. Blauvelt
Village Clerk

Daniel MacGillis
Village President