

**AGENDA**  
**VILLAGE OF ROUND LAKE**  
**REGULAR MEETING**  
**July 7, 2014**  
**442 N. Cedar Lake Road**  
**7:00 P.M.**

**CALL TO ORDER**

**1. ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

3.1 Approve the Minutes of the Regular Meeting of June 16, 2014

**4. NOTES/COMMENDATIONS/PUBLIC COMMENT**

4.1 Public Comment

**5. CONSENT AGENDA**

5.1 Approve Accounts Payable in the Amount of \$181,810.13

5.2 Approve Payroll for the Period Ending June 15, 2014 in the Amount of \$121,543.38

5.3 Approve Payroll for the Period Ending June 29, 2014 in the Amount of \$118,014.22

5.4 Adopt a Resolution Approving a Revised Proposal for the Illinois Public Risk Fund for Workers Compensation Insurance

5.5 Adopt a Resolution Authorizing the Purchase of a "Enviro-Sight" Sewer Push Camera in an Amount not to Exceed \$19,688

5.6 Adopt a Resolution Accepting a Proposal from Steiner Power Systems for Generator Maintenance in an Amount not to Exceed \$8,260

5.7 Adopt a Resolution Authorizing Design Engineering Services with Baxter & Woodman in an Amount not to Exceed \$9,700 for the 2014 Sanitary Sewer Rehabilitation

5.8 Motion to Approve the Abandonment and Capping of Well #1, located at 322 Railroad Avenue, by W. D. Blake & Sons, Inc. in the Amount of \$3,997

**6. CLERK'S OFFICE**

6.1 Swearing in of Officer Robert J. Robinson

6.2 Swearing in of Officer Christopher J. Murphy

**7. ADMINISTRATOR**

7.1 Motion to Approve the Demolition of 525 Hart Road and 322 Railroad Avenue, by Fox Trucking in the Amount of \$19,985

- 7.2 Motion to Approve a Well Abandonment Agreement with BP Products North America, Inc.
- 7.3 Adopt an Ordinance Prohibiting the Use of Groundwater as a Potable Water Supply by the Installation or Use of Potable Water Supply Wells or by any other Method within Certain Areas in the Village of Round Lake
- 7.4 Motion to Approve a Highway Authority Agreement with BP Products North America, Inc.
- 7.5 Motion to Approve a Supplemental Agreement with BP Products North America, Inc.

8. FINANCE

9. POLICE

- 9.1 Adopt a Resolution Authorizing the Village of Round Lake Police Department's Participation in the Lake County Major Crime Assistance Task Force with a Membership Fee of \$500
- 9.2 Adopt a Resolution Authorizing the Village of Round Lake Police Department's Participation in the Lake County Metropolitan Enforcement Group with a Membership Fee of \$12,600
- 9.3 Adopt a Resolution Authorizing the Village of Round Lake Police Department's Participation in the Police Law Institute Training Program and Payment of the Police Law Institute Invoice in an amount not to exceed \$3,328
- 9.4 Adopt a Resolution Adopting the School Resource Officer Intergovernmental Agreement Between the Village and the Board of Education of Round Lake School District 116

10. PUBLIC WORKS

11. COMMUNITY DEVELOPMENT

12. BUILDING AND ZONING

13. SPECIAL EVENTS

14. MAYOR'S COMMENTS

- 14.1 Employee Recognition – Sergeant Cheney
- 14.2 Appointment of Russell Kraly as Village Trustee with a Term Expiring May, 2015
- 14.3 Mayors Comments
- 14.4 Trustee's Comments

**15. EXECUTIVE SESSION**

- 15.1 Adopt an Ordinance Amending the Employee Compensation Plan Authorizing the Position of Village Administrator**
- 15.2 Motion to Approve the Mayor’s Appointment of Steven Shields to the Position of Village Administrator**
- 15.3 Adopt a Resolution Approving the Appointment of Steven Shields as Village Administrator and Approving an Employment Agreement**

**16. ADJOURN**

MINUTES  
VILLAGE OF ROUND LAKE  
REGULAR MEETING  
June 16, 2014  
442 N. Cedar Lake Road  
7:00 P.M.

**DRAFT**

CALL TO ORDER

THE REGULAR BOARD MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:03 P.M.

1. ROLL CALL

Present: Trustees Clements, Frye, Newby, Simoncelli, Triphahn, Wicinski  
Absent: None

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1 Approve the Minutes of the Regular Meeting of June 2, 2014

Motion by Trustee Newby, Seconded by Trustee Frye, to approve the Minutes of the Regular Meeting of June 2, 2014. Upon a unanimous voice vote, the Mayor declared the motion carried

4. NOTES/COMMENDATIONS/PUBLIC COMMENT

4.1 Proclamation Recognizing Trustee Clements for His Service to the Village of Round Lake  
The Mayor read the proclamation on Trustee Clements for his Service to the Village of Round Lake

4.2 Squaw Creek Flood Plain Presentation

Baxter & Woodman Engineer Kurt Baumann did a presentation regarding Squaw Creek, The National Flood Insurance Program (NFIP) and how it affects the Village and some of its residents and businesses. The Village joined the NFIP in 1974 which then property owners became eligible to purchase flood insurance. The Village needs to be part of the program in order for residents to obtain the insurance. The NFIP as recently as September 2013 had changes to the flood map and residents typically are not notified unless there is a property sale or purchase, a mortgage refinance or the mortgage company review of accounts stating their property is now in a flood plain and they are required to obtain flood insurance. Mr. Baumann stated approximately 140 parcels are affected with the map change with 50 or 60 being in the private sector. He also mentioned the cost to re-do the maps based on the change is approximately \$5000.00. The Mayor plans on bringing the information regarding Squaw Creek to the next HOA Summit meeting so they are aware as well. The board asked Mr. Baumann for a better map showing the current and proposed change to the Squaw Creek study as well as the different levels of risk.

4.3 Public Comment

None

## 5. CONSENT AGENDA

Motion by Trustee Newby, Seconded by Trustee Simoncelli, to do an Omnibus approval on items 5.1, 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9 & 5.10. Upon the call of the roll, the following voted:

Ayes: Trustees Clements, Frye, Newby, Simoncelli, Triphahn, Wicinski  
Nays: None  
Abstain: None  
Absent: None

Mayor MacGillis Declared the Motion carried.

5.1 Approve Accounts Payable in the Amount of \$612,483.42

Approved – Omnibus Vote

5.2 Approve Payroll for the Period Ending June 1, 2014 in the Amount of \$127,502.36

Approved – Omnibus Vote

5.3 Adopt an Ordinance Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Village of Round Lake

Approved – Omnibus Vote

5.4 Adopt a Resolution Authorizing the Purchase of One (1) Building Department Ford 150 Truck in an Amount not to Exceed \$17,896 from Wright Automotive

Approved – Omnibus Vote

5.5 Adopt a Resolution Authorizing the Purchase of Four (4) In-Car Video Systems for Police Vehicles in an Amount not to Exceed \$11,860 from Digital Ally

Approved – Omnibus Vote

5.6 Adopt a Resolution Authorizing the Purchase of Six (6) Taser X26P Devices, Necessary Peripheral Hardware, and the Taser Assurance Plan in an Amount not to Exceed \$14,758 from Taser International

Approved – Omnibus Vote

5.7 Adopt a Resolution Authorizing the Purchase of Three (3) Police Vehicles in an Amount not to Exceed \$73,452 from Currie Motors

Approved – Omnibus Vote

5.8 Adopt a Resolution Authorizing the Enrollment of Police Commander Troy Akey in the Northwestern University's Police Staff & Command School in an Amount not to Exceed \$4,100

Approved – Omnibus Vote

- 5.9 Adopt a Resolution Authorizing the Enrollment of Police Sergeants Nicole Cheney and David Prus in the Northwestern University’s Supervision of Police Personnel Management Training not to Exceed \$2,150

Approved – Omnibus Vote

- 5.10 Adopt a Resolution Approving an Employee Recognition Program

Approved – Omnibus Vote

6. CLERK’S OFFICE

- 6.1 Friday, July 4, 2014 the Village Office will be closed for the Holiday

7. ADMINISTRATOR

- 7.1 Adopt an Ordinance Authorizing an Intergovernmental Agreement for the Purpose of Creating the Round Lake Management Commission  
 Motion by Trustee Triphahn, Seconded by Trustee Frye to Adopt an Ordinance Authorizing an Intergovernmental Agreement for the Purpose of Creating the Round Lake Management Commission. Under discussion, Trustee Newby asked if the Intergovernmental Agreement contained changes as suggested by our Village Attorney, whereas Finance Director Shields stated yes. Upon a unanimous voice vote, the Mayor declared the motion carried.

8. FINANCE

- 8.1 Approve a Payment to Grainger in the Amount of \$44.69  
 Motion by Trustee Triphahn, Seconded by Trustee Simoncelli, to approve a payment of \$44.69 to Grainger. Upon a call of the roll, the following voted:

Ayes: Trustees Frye, Newby, Triphahn Simoncelli, Wicinski  
 Nays: None  
 Abstain: Trustee Clements  
 Absent: None

Mayor MacGillis Declared the Motion carried

9. POLICE

10. PUBLIC WORKS

11. COMMUNITY DEVELOPMENT

12. BUILDING AND ZONING

13. SPECIAL EVENTS

Trustee Wicinski reminded everyone of the parade on July 4<sup>th</sup> as well as the Special Events meetings are being held on the first and third Mondays at 6:00 PM at the Village Hall and all are welcome to join.

**14. MAYOR'S COMMENTS**

**14.1 Mayor's Comments**

The Mayor thanked Russ Kraly for his leadership and guidance while he was the Village Administrator, stating he learned a lot from him. The Mayor also thanked Greg for his time with the Village stating it is a big void to fill once he is gone.

**14.2 Trustee's Comments**

The Trustees thanked Russ Kraly for his time as our administrator and for being part in bringing in so many new businesses to the Village. The Trustees also thanked Trustee Clements for his time on the board stating that he has been a mentor, a friend and a leader. They also mentioned that he will be very missed in the Village and where ever he goes they are very lucky to have him there. Trustee Clements thanked each of the Trustees, Department Heads and Mayor.

**15. EXECUTIVE SESSION**

None

**16. ADJOURN**

Trustee Triphahn moved, Seconded by Trustee Clements, to adjourn. Upon a unanimous voice vote, the Mayor declared the motion carried and the meeting adjourned at 8:04 PM.

**APPROVED:**

\_\_\_\_\_  
Patricia C. Blauvelt  
Village Clerk

\_\_\_\_\_  
Daniel MacGillis  
Village President

**VILLAGE OF ROUND LAKE**

**THE PRESIDENT AND BOARD OF TRUSTEES OF**

**THE VILLAGE OF ROUND LAKE**

**APPROVES THE ACCOUNTS PAYABLE**

**IN THE AMOUNT OF \$181,810.13**

**Daniel A. MacGillis, Village President**

**ATTEST:**

**Patricia C. Blauvelt, Village Clerk**

**Date: July 7, 2014**

VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-00-22-22224	EMPL. OPTIONAL AD&D INS. AFLAC NCPERS -IL IMRF	A10	JULY PREMIUM	177856	07/02/14	630.00
			N3	JULY PREMIUM	177905	07/02/14
		ACCOUNT TOTAL:				
01-00-22-22234	PRINCIPAL LIFE INS.-VOLUNTARY FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	268.33
			ACCOUNT TOTAL:			
01-20-71-67107	DENTAL INSURANCE FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	229.88
			ACCOUNT TOTAL:			
01-20-71-67109	LIFE INSURANCE FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	13.08
			ACCOUNT TOTAL:			
01-20-71-67110	HEALTH INSURANCE BLUE CROSS/BLUE SHIELD OF IL UMB	B19	JULY PREMIUM	177862	07/02/14	66.17
			U22	JULY HSA CONTRIBUTION	177929	07/02/14
		ACCOUNT TOTAL:				
01-20-72-67204	DUES & MEMBERSHIPS GOVERNMENT FINANCE OFFICERS	G34	FINANCE DIRECTOR ANN. DUES	177886	07/02/14	190.00
			ACCOUNT TOTAL:			
01-20-72-67208	MEETINGS, TRAVEL, & TRAINING CHARTER ONE ROUND LAKE CHAMBER OF COMMERCE	C282	C-MAP TRAVEL, EXP-DAN, RUSS	177868	07/02/14	40.49
			R15	JUNE CHAMBER LUNCHEON-SUE T	177917	07/02/14
		ACCOUNT TOTAL:				
01-20-74-77430	OFFICE SUPPLIES ACE HARDWARE CHARTER ONE ICE MOUNTAIN SPRING WATER	A4	BOTTLED WATER	177860	07/02/14	3.59
			C282	LABELS	177868	07/02/14
		I49	BOTTLED WATER	177893	07/02/14	27.12

DATE: 07/02/14  
 TIME: 14:01:13  
 ID: AP4A0000.WOW

VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-20-74-77430	OFFICE SUPPLIES QUILL CORPORATION	Q2	FILE FOLDER, EXPANDABLE FOLDERS	177915	07/02/14	65.13
			ACCOUNT TOTAL:			109.87
01-20-74-77432	POSTAGE EXPENSE PITNEY BOWES, INC PURCHASE POWER	P12 P30	QRTLY POSTAGE MACHINE RENTAL 04/22-05/29/14 POSTAGE	177911 177914	07/02/14 07/02/14	123.00 386.85
			ACCOUNT TOTAL:			509.85
01-20-75-77537	LEGAL NOTICES/RECORDING FEES PADDOCK PUBLICATIONS, INC.	P22	AD FOR COMMITTEE VACANCY	177913	07/02/14	28.75
			ACCOUNT TOTAL:			28.75
01-20-77-77704	SPECIAL EVENTS CHARTER ONE	C282	ART SUPPLIES FOR OPEN HOUSE	177868	07/02/14	51.48
			ACCOUNT TOTAL:			51.48
01-20-77-77706	MISCELLANEOUS EXPENSE CHARTER ONE	C282	POWER CONVERTER/WARNING SIREN	177868	07/02/14	66.96
	ILLINOIS STATE POLICE	I110	SOR PAYMENT	177891	07/02/14	30.00
	ILLINOIS ATTORNEY GENERAL	I111	SOR PAYMENT	177892	07/02/14	30.00
	TREASURER OF THE STATE OF IL	T118	SOR PAYMENT	177927	07/02/14	5.00
			ACCOUNT TOTAL:			131.96
01-20-77-77710	BEAUTIFICATION PROGRAM DANETTE KOHLMAYER	K12	PLANTERS, PLANTS, POTTING SOIL	177894	07/02/14	974.50
			ACCOUNT TOTAL:			974.50
01-20-79-77903	B&G CONTRACTS CRYSTAL MANAGEMENT &	C128	JULY CUSTODIAL	177863	07/02/14	535.00
			ACCOUNT TOTAL:			535.00
01-20-79-77905	B&G REPAIRS TOPTEC HEATING, COOLING	T115	VH HVAC REPAIRS	177926	07/02/14	220.00
			ACCOUNT TOTAL:			220.00
01-20-82-88202	TELEPHONE SERVICE					

VILLAGE OF ROUND LAKE  
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GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-20-82-88202	TELEPHONE SERVICE					
	CALL ONE	C139	06/15-07/14/14 PHONE	177865	07/02/14	547.38
	COMCAST CABLE	C156	06/21-07/20/14 INTERNET	177866	07/02/14	139.85
ACCOUNT TOTAL:						687.23
01-20-91-99107	IT MAINTENANCE SERVICES					
	CURRENT TECHNOLOGIES	C280	JUNE NETWORK REPAIRS	177867	07/02/14	114.50
	CURRENT TECHNOLOGIES	C280	JUNE IT MAINTENANCE	177867	07/02/14	973.25
ACCOUNT TOTAL:						1,087.75
01-40-71-67107	DENTAL INSURANCE					
	PLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	1,447.79
ACCOUNT TOTAL:						1,447.79
01-40-71-67109	LIFE INSURANCE					
	PLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	126.84
ACCOUNT TOTAL:						126.84
01-40-71-67110	HEALTH INSURANCE					
	BLUE CROSS/BLUE SHIELD OF IL	B19	JULY PREMIUM	177862	07/02/14	547.75
	UMB	U22	JULY HSA CONTRIBUTION	177929	07/02/14	1,749.96
ACCOUNT TOTAL:						2,297.71
01-40-72-67202	UNIFORMS					
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-SCHULTZ	177885	07/02/14	150.00
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-PRUS, STEVENS, LARSON	177885	07/02/14	296.00
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-KAUFFMAN	177885	07/02/14	60.99
	RAY O'HERRON CO., INC.	O21	UNIFORM-KAUFFMAN	177909	07/02/14	73.43
ACCOUNT TOTAL:						580.42
01-40-72-67204	DUES & MEMBERSHIPS					
	MAJOR CRASH ASSISTANCE TEAM	M68	ANNUAL MEMBERSHP FEE	177900	07/02/14	750.00
ACCOUNT TOTAL:						750.00
01-40-72-67208	MEETINGS, TRAVEL, & TRAINING					
	MICHAEL GILLETTE	G93	LK CTY CHIEFS OF POLICE-	177889	07/02/14	40.00

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-40-72-67208	MEETINGS, TRAVEL, & TRAINING					
	MICHAEL GILLETTE	G93	GILLETTE, MOLIDOR	177889	07/02/14	
	NORTH EAST MULTI-REGIONAL	N11	TRAINING-HERNANADEZ	177903	07/02/14	75.00
	NORTH EAST MULTI-REGIONAL	N11	SUPERVISING/MGT TRAINING-AKEY	177903	07/02/14	225.00
	NORTHWESTERN UNIVERSITY	N90	MGMT TRAINING-PRUS	177908	07/02/14	900.00
	NORTHWESTERN UNIVERSITY	N90	MGMT TRAINING-CHENEY	177908	07/02/14	900.00
			ACCOUNT TOTAL:			2,140.00
01-40-73-77313	LEGAL SERVICES					
	FRANCZEK RADELET	F60	MAY LEGAL	177884	07/02/14	948.69
	FRANCZEK RADELET	F60	MAY LEGAL	177884	07/02/14	750.69
			ACCOUNT TOTAL:			1,699.38
01-40-74-77402	AMMO / GUNS					
	CHARTER ONE	C282	PISTOL AMMUNITIONS/1000 ROUNDS	177868	07/02/14	1,073.24
	CHARTER ONE	C282	AMMUNITION 1000 ROUNDS	177868	07/02/14	760.32
	CHARTER ONE	C282	AMMUNITION CREDIT	177868	07/02/14	-3.94
	STREICHER'S-MILWAUKE	S180	SIMUNITIONS, PROTECTIVE MASKS	177920	07/02/14	1,009.50
			ACCOUNT TOTAL:			2,839.12
01-40-74-77430	OFFICE SUPPLIES					
	ACE HARDWARE	A4	KEY RING, DRY ERASE MARKERS	177860	07/02/14	15.80
	QUILL CORPORATION	Q2	PAPER, C-FOLD TOWELS, SOAP	177915	07/02/14	98.31
			ACCOUNT TOTAL:			114.11
01-40-75-77505	CENCOM					
	CENCOM E 9-1-1	C3	JULY OPERATIONS/RENT	177869	07/02/14	21,112.46
			ACCOUNT TOTAL:			21,112.46
01-40-77-77706	MISCELLANEOUS EXPENSE					
	SECRETARY OF STATE	S5A	LICENSE PLATER RENEWAL 05-FORD	177796	06/17/14	101.00
			ACCOUNT TOTAL:			101.00
01-40-77-77712	SENATE 740 EXPENSES					
	DIGITAL ALLY	D101	4 SQUAD CAMERA'S/WIFI PACKAGES	177879	07/02/14	11,860.00
			ACCOUNT TOTAL:			11,860.00
01-40-77-77720	COMMUNITY EDUCATION					

VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-40-77-77720	COMMUNITY EDUCATION ACE HARDWARE	A4	PAINT BRUSHES/ROLLERS/TRAY	177860	07/02/14	38.45
			ACCOUNT TOTAL:			38.45
01-40-79-77903	B&G CONTRACTS CRYSTAL MANAGEMENT &	C128	JULY CUSTODIAL	177863	07/02/14	490.00
			ACCOUNT TOTAL:			490.00
01-40-79-77905	B&G REPAIRS ACE HARDWARE	A4	CHAIR CASTERS	177860	07/02/14	26.74
			ACCOUNT TOTAL:			26.74
01-40-80-88018	OFFICE EQUIPMENT KONICA MINOLTA QUILL CORPORATION	K33 Q2	05/06-06/05/14 COPIER EXPENSE WIRELESS NETWORK ADAPTER	177895 177915	07/02/14 07/02/14	109.81 29.99
			ACCOUNT TOTAL:			139.80
01-40-82-88202	TELEPHONE SERVICE CALL ONE	C139	06/15-07/14/14 PHONE	177865	07/02/14	157.70
			ACCOUNT TOTAL:			157.70
01-40-84-88404	VEHICLE REPAIRS HAVEY COMMUNICATIONS, INC.	H42	LIGHT/SIREN CONTROL SYS. #53	177890	07/02/14	470.20
			ACCOUNT TOTAL:			470.20
01-40-91-99105	NETWORK REPAIRS CURRENT TECHNOLOGIES	C280	JUNE NETWORK REPAIRS	177867	07/02/14	57.25
			ACCOUNT TOTAL:			57.25
01-60-71-67107	DENTAL INSURANCE PLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	288.22
			ACCOUNT TOTAL:			288.22
01-60-71-67109	LIFE INSURANCE PLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	21.86
			ACCOUNT TOTAL:			21.86
01-60-71-67110	HEALTH INSURANCE					

VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-60-71-67110	HEALTH INSURANCE					
	BLUE CROSS/BLUE SHIELD OF IL	B19	JULY PREMIUM	177862	07/02/14	131.54
	UMB	U22	JULY HSA CONTRIBUTION	177925	07/02/14	364.58
			ACCOUNT TOTAL:			496.12
01-60-72-67202	UNIFORMS					
	CHARTER ONE	C282	UNIFORM SHIRTS	177868	07/02/14	108.00
	TALKING TEES	T1	UNIFORM SHIRTS	177925	07/02/14	31.25
	TALKING TEES	T1	UNIFORM SHIRTS	177925	07/02/14	11.23
			ACCOUNT TOTAL:			150.48
01-60-72-67208	MEETING, TRAVEL, & TRAINING					
	KEVIN F. AMANN	A52	APWA EXPO CONFERENCE	177861	07/02/14	40.00
	SAFETY SERVICES COMPANY	S95	SAFETY TRAINING MATERIALS	177924	07/02/14	262.47
			ACCOUNT TOTAL:			302.47
01-60-74-77418	ICE CONTROL					
	NORTH AMERICAN SALT CO.	N21	WINTER SALT	177904	07/02/14	1,476.63
			ACCOUNT TOTAL:			1,476.63
01-60-74-77430	OFFICE SUPPLIES					
	CLASSIC PRINTERY	C13	BUSINESS CARDS-KROOP	177864	07/02/14	22.50
	QUILL CORPORATION	Q2	PAPER, COFFEE, C-FOLD TOWELS	177915	07/02/14	85.49
			ACCOUNT TOTAL:			107.99
01-60-74-77432	POSTAGE EXPENSE					
	PURCHASE POWER	P30	04/22-05/29/14 POSTAGE	177914	07/02/14	5.96
			ACCOUNT TOTAL:			5.96
01-60-75-77543	TRAFFIC SIGNAL MAINT. CONTRACT					
	TREASURER OF LAKE COUNTY	T7	QRTLTY TRAFFIC SIGNAL MAINT.	177928	07/02/14	939.95
			ACCOUNT TOTAL:			939.95
01-60-79-77901	B&G MAINTENANCE					
	CHAIN O'LAKES LUMBER CO.	C8	LUMBER FOR DRIVE WAY REPAIR	177877	07/02/14	54.00
	GRAINGER, INC.	G9	PW PARKING LOT LIGHT POLE BULB	177888	07/02/14	177.08

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GENERAL FUND  
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ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-60-79-77901	B&G MAINTENANCE STEINER ELECTRIC COMPANY	S63	BULBS FOR VH FOYER	177923	07/02/14	48.32
			ACCOUNT TOTAL:			279.40
01-60-79-77903	B&G CONTRACTS CRYSTAL MANAGEMENT & SAFETY-KLEEN CORP.	C128 S2	JULY CUSTODIAL PARTS WASHER SOLVENT	177863 177921	07/02/14 07/02/14	135.00 147.15
			ACCOUNT TOTAL:			282.15
01-60-79-77905	B&G REPAIRS ALL AMERICAN EXTERIOR SOLUTION ACE HARDWARE GRAYSLAKE FEED SALES	A143 A4 G4	SALT BARN ROOF REPAIRS WARNING SIREN PARTS SUNNY MIX GRASS SEED	177858 177860 177887	07/02/14 07/02/14 07/02/14	910.00 24.27 99.00
			ACCOUNT TOTAL:			1,033.27
01-60-79-77907	B & G BUILDING SUPPLIES AMERICAN GASES CORPORATION	A20	CYLINDERS	177859	07/02/14	26.25
			ACCOUNT TOTAL:			26.25
01-60-79-77911	LANDSCAPING FAIRFIELD MATERIAL/SUPPLY INC.	F2	TOP SOIL, MULCH METRA LOT	177882	07/02/14	302.50
			ACCOUNT TOTAL:			302.50
01-60-80-88018	OFFICE EQUIPMENT KONICA MINOLTA	K33	05/06-06/05/14 COPIER EXPENSE	177895	07/02/14	80.12
			ACCOUNT TOTAL:			80.12
01-60-82-88202	TELEPHONE SERVICE CALL ONE	C139	06/15-07/14/14 PHONE	177865	07/02/14	184.38
			ACCOUNT TOTAL:			184.38
01-60-82-88216	STREET LIGHTS - ELECTRICAL COMED COMED COMED	C3149 C3158 C6046	05/19-06/18/14 ELECTRIC 05/19-06/14 ELECTRIC 05/19-06/15/14 ELECTRIC	177871 177872 177874	07/02/14 07/02/14 07/02/14	4,636.09 40.88 1,384.22
			ACCOUNT TOTAL:			6,061.19
01-60-84-88404	VEHICLE REPAIRS					

VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

GENERAL FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-60-84-88404	VEHICLE REPAIRS					
	A TIRE COUNTY SERVICE	A1	TAIL LIGHT ASSEMBLY #51	177855	07/02/14	218.09
	A TIRE COUNTY SERVICE	A1	INSTALL NEW BRAKE LINE #40	177855	07/02/14	36.23
	A TIRE COUNTY SERVICE	A1	FRONT AND REAR BRAKE SYS #45	177855	07/02/14	322.49
	SPRING ALIGN OF PALATINE	S141	2 EXTRA LEAF SPRINGS TRK #60	177918	07/02/14	378.90
	VICTOR FORD	V24	STEP ASSY./TOUCH UP PAINT #60	177931	07/02/14	181.61
			ACCOUNT TOTAL:			1,137.32
01-60-84-88405	EQUIPMENT REPAIRS					
	A TIRE COUNTY SERVICE	A1	BOBCAT TIRE REPAIR	177855	07/02/14	16.50
			ACCOUNT TOTAL:			16.50
01-60-84-88406	VEHICLE MAINTENANCE					
	ANTIOCH AUTO PARTS	A107	OIL FILTER	177857	07/02/14	11.82
			ACCOUNT TOTAL:			11.82
01-60-91-99105	NETWORK REPAIRS					
	CURRENT TECHNOLOGIES	C280	JUNE NETWORK REPAIRS	177867	07/02/14	28.63
			ACCOUNT TOTAL:			28.63
01-60-92-99210	STREET LIGHT REPAIRS					
	NORTHWEST ELECTRICAL SUPPLY	N39	STREET LIGHT REPAIR PARTS	177906	07/02/14	41.23
	STEINER ELECTRIC COMPANY	S63	BULBS, BALLASTS & PHOTO CELLS	177923	07/02/14	252.48
			ACCOUNT TOTAL:			293.71
01-60-92-99214	STORM SEWER MAINTENANCE					
	LURVEY LANDSCAPE SUPPLY	L86	TOP SOIL	177898	07/02/14	75.80
	LURVEY LANDSCAPE SUPPLY	L86	STORM SEWER REPAIR/CHARDON	177898	07/02/14	115.75
			ACCOUNT TOTAL:			191.55
01-70-71-67107	DENTAL INSURANCE					
	FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	152.62
			ACCOUNT TOTAL:			152.62
01-70-71-67109	LIFE INSURANCE					
	FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	13.59
			ACCOUNT TOTAL:			13.59
01-70-71-67110	HEALTH INSURANCE					

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

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GENERAL FUND  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-70-71-67110	HEALTH INSURANCE BLUE CROSS/BLUE SHIELD OF IL	B19	JULY PREMIUM	177862	07/02/14	45.73
			ACCOUNT TOTAL:			45.73
01-70-73-77321	PLUMBING INSPECTOR VPI, INC.	V14	APRIL PLUMBING INSPECTIONS	177930	07/02/14	730.00
			ACCOUNT TOTAL:			730.00
01-70-74-77432	POSTAGE EXPENSE PURCHASE POWER	P30	04/22-05/29/14 POSTAGE	177914	07/02/14	22.02
			ACCOUNT TOTAL:			22.02
01-70-82-88202	TELEPHONE SERVICE CALL ONE	C139	06/15-07/14/14 PHONE	177865	07/02/14	27.03
			ACCOUNT TOTAL:			27.03
			GENERAL FUND			67,180.52

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

MOTOR FUEL TAX FUND  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
10-60-74-77436	PATCHING PETER BAKER & SON CO. PETER BAKER & SON CO.	P102 P102	PATCHING BLACK TOP	177910 177910	07/02/14 07/02/14	299.70 607.12
			ACCOUNT TOTAL:			906.82
10-60-88-88802	SIDEWALKS MCCANN INDUSTRIES, INC.	M91	TROWEL, HANDLE, KNEEBOARD	177901	07/02/14	137.72
			ACCOUNT TOTAL:			137.72
			MOTOR FUEL TAX FUND			1,044.54

WATER/SEWER FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-00-22-22224	EMPL. OPTIONAL AD&D INS. AFLAC	A10	JULY PREMIUM	177856	07/02/14	70.34
			ACCOUNT TOTAL:			70.34
50-00-24-22498	W/S CREDIT BALANCES CHRISTINA DIETZ	D128	REFUND/DUPLICATE WTR PAYMENT	177881	07/02/14	80.75
			ACCOUNT TOTAL:			80.75
50-60-71-67107	DENTAL INSURANCE FLIC-SBD GRAND ISLAND	F121	JULY PREMIUM	177912	07/02/14	353.90
			ACCOUNT TOTAL:			353.90
50-60-71-67109	LIFE INSURANCE FLIC-SBD GRAND ISLAND	P121	JULY PREMIUM	177912	07/02/14	32.11
			ACCOUNT TOTAL:			32.11
50-60-71-67110	HEALTH INSURANCE BLUE CROSS/BLUE SHIELD OF IL UMB	B19 U22	JULY PREMIUM JULY HSA CONTRIBUTION	177862 177929	07/02/14 07/02/14	123.38 437.48
			ACCOUNT TOTAL:			560.86
50-60-72-67202	UNIFORMS CHARTER ONE TALKING TEES TALKING TEES	C282 T1 T1	UNIFORM SHIRTS UNIFORM SHIRTS UNIFORM SHIRTS	177868 177925 177925	07/02/14 07/02/14 07/02/14	108.00 31.25 11.22
			ACCOUNT TOTAL:			150.47
50-60-72-67208	MEETING, TRAVEL, & TRAINING KEVIN F. AMANN CHARTER ONE SAFETY SERVICES COMPANY	A52 C282 S95	APWA EXPO CONFERENCE AWWA TRAINING-KILARSKI SAFETY TRAINING MATERIALS	177861 177868 177924	07/02/14 07/02/14 07/02/14	40.00 120.00 262.47
			ACCOUNT TOTAL:			422.47
50-60-74-77430	OFFICE SUPPLIES CLASSIC PRINTERY	C13	BUSINESS CARDS-KROOP	177864	07/02/14	22.50

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VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

WATER/SEWER FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-74-77430	OFFICE SUPPLIES QUILL CORPORATION	Q2	PAPER, COFFEE, C-FOLD TOWELS	177915	07/02/14	85.49
			ACCOUNT TOTAL:			107.99
50-60-74-77432	POSTAGE PURCHASE POWER	P30	04/22-05/29/14 POSTAGE	177914	07/02/14	10.38
			ACCOUNT TOTAL:			10.38
50-60-75-77547	WATER SAMPLES MCHENRY ANALYTICAL WATER MCHENRY ANALYTICAL WATER	M97 M97	ROUTINE WATER SAMPLES ROUTINE WATER SAMPLES	177902 177902	07/02/14 07/02/14	275.00 432.00
			ACCOUNT TOTAL:			707.00
50-60-79-77901	B&G MAINTENANCE NORTHWEST ELECTRICAL SUPPLY	N39	WELL HOUSES EXIT LIGHT BULBS	177906	07/02/14	8.46
			ACCOUNT TOTAL:			8.46
50-60-79-77903	B&G CONTRACTS CRYSTAL MANAGEMENT &	C128	JULY CUSTODIAL	177863	07/02/14	135.00
			ACCOUNT TOTAL:			135.00
50-60-79-77905	B&G REPAIRS FISCHER BROS. FRESH CONCRETE SHOGREN FENCE INC.	F6 S151	APRON REPLACEMENT/WATER LEAK FENCE REPAIR/NIPPERSINK PUMP	177883 177919	07/02/14 07/02/14	638.00 1,725.00
			ACCOUNT TOTAL:			2,363.00
50-60-79-77907	B&G SUPPLIES RUSSO POWER EQUIPMENT	R102	SHOVEL FOR MAIN BREAK TRAILER	177916	07/02/14	79.00
			ACCOUNT TOTAL:			79.00
50-60-79-77911	LANDSCAPING FAIRFIELD MATERIAL/SUPPLY INC.	F2	TOP SOIL, MULCH METRA LOT	177882	07/02/14	59.00
			ACCOUNT TOTAL:			59.00
50-60-80-88018	OFFICE EQUIPMENT					

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VILLAGE OF ROUND LAKE  
 PAID INVOICES BY ACCOUNT NUMBER

WATER/SEWER FUND  
 ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-80-88018	OFFICE EQUIPMENT KONICA MINOLTA	K33	05/06-06/05/14 COPIER EXPENSE	177895	07/02/14	80.11
			ACCOUNT TOTAL:			80.11
50-60-82-88202	TELEPHONE SERVICE CALL ONE	C139	06/15-07/14/14 PHONE	177865	07/02/14	184.38
			ACCOUNT TOTAL:			184.38
50-60-82-88206	ELECTRICAL SERVICE COMED NICOR GAS	C3142 N7	05/16-06/18/14 ELECTRIC 05/07-06/05/14 HEAT	177870 177907	07/02/14 07/02/14	122.77 57.12
			ACCOUNT TOTAL:			179.89
50-60-82-88208	HEATING NICOR GAS NICOR GAS NICOR GAS NICOR GAS NICOR GAS	N7 N7 N7 N7 N7	05/06-06/06/14 HEAT 05/14-06/13/14 HEAT 05/15-06/17/14 HEAT 05/14-06/13/14 HEAT 05/13-06/12/14 HEAT	177907 177907 177907 177907 177907	07/02/14 07/02/14 07/02/14 07/02/14 07/02/14	35.31 55.25 80.18 50.86 31.87
			ACCOUNT TOTAL:			253.47
50-60-82-88210	JAWA EXPENSE CENTRAL LAKE COUNTY	C5	JUNE WATER USAGE	177873	07/02/14	89,991.20
			ACCOUNT TOTAL:			89,991.20
50-60-84-88404	VEHICLE REPAIRS A TIRE COUNTY SERVICE A TIRE COUNTY SERVICE A TIRE COUNTY SERVICE SPRING ALIGN OF PALATINE VICTOR FORD	A1 A1 A1 S141 V24	TAIL LIGHT ASSEMBLY #51 INSTALL NEW BRAKE LINE #40 FRONT AND REAR BRAKE SYS #45 2 EXTRA LEAF SPRINGS TRK #60 STEP ASSY./TOUCH UP PAINT #60	177855 177855 177855 177918 177931	07/02/14 07/02/14 07/02/14 07/02/14 07/02/14	218.09 36.23 322.48 378.89 181.61
			ACCOUNT TOTAL:			1,137.30
50-60-84-88406	VEHICLE MAINTENANCE ANTIOCH AUTO PARTS	A107	OIL FILTER	177857	07/02/14	11.82
			ACCOUNT TOTAL:			11.82
50-60-92-99204	REPAIR TO WATER LINES					

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

WATER/SEWER FUND  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-92-99204	REPAIR TO WATER LINES					
	MID AMERICAN WATER OF WAUCONDA	M25	HYDRANTS AND PARTS-SUNSET/HART	177899	07/02/14	3,425.00
	MID AMERICAN WATER OF WAUCONDA	M25	HYDRANTS AND PARTS/HART RD.	177899	07/02/14	10,694.00
			ACCOUNT TOTAL:			14,119.00
			WATER/SEWER FUND			111,097.90

DATE: 07/02/14  
TIME: 14:01:14  
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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

COMMUTER PARKING LOT FUND  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
51-60-82-88206	ELECTRICAL SERVICE					
	COMED	C6082	05/19-06/18/14 ELECTRIC	177875	07/02/14	15.23
	COMED	C7018	05/19-06/17/14 ELECTRIC	177876	07/02/14	44.68
	COMED	C8009	05/19-06/17/14 ELECTRIC	177878	07/02/14	303.48
						-----
						ACCOUNT TOTAL: 363.39
51-60-86-88601	LAND/LAND IMPROVEMENTS					
	SOIL AND MATERIAL CONSULTANTS	S24	PAVEMENT CORES AT METRA LOT	177922	07/02/14	1,370.00
						-----
						ACCOUNT TOTAL: 1,370.00
						-----
						COMMUTER PARKING LOT FUND 1,733.39
						=====

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

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POLICE PENSION FUND  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
70-20-74-77432	POSTAGE PURCHASE POWER	P30	04/22-05/29/14 POSTAGE	177914	07/02/14	3.78
			ACCOUNT TOTAL:			3.78
			POLICE PENSION FUND			3.78

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

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BUILDERS ESCROW  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
83-00-24-22455	PERMIT BONDS					
	JOE DOPP	D126	CASH BOND REFUND	177880	07/02/14	250.00
	PAWAN LAVTE	L140	CASH BOND REFUND	177896	07/02/14	250.00
	CHRISTOPHER LARKIN	L141	CASH BOND REFUND	177897	07/02/14	250.00
			ACCOUNT TOTAL:			750.00
			BUILDERS ESCROW			750.00

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VILLAGE OF ROUND LAKE  
PAID INVOICES BY ACCOUNT NUMBER

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FINAL TOTALS  
ACTIVITY FROM 06/13/2014 TO 07/02/2014

GENERAL FUND	67,180.52
MOTOR FUEL TAX FUND	1,044.54
WATER/SEWER FUND	111,097.90
COMMUTER PARKING LOT FUND	1,733.39
POLICE PENSION FUND	3.78
BUILDERS ESCROW	750.00
GRAND TOTAL	181,810.13

**VILLAGE OF ROUND LAKE**

**THE PRESIDENT AND BOARD OF TRUSTEES OF**

**THE VILLAGE OF ROUND LAKE**

**APPROVES THE PAYMENT OF PAYROLL**

**FOR THE PERIOD ENDING JUNE 15, 2014**

**IN THE AMOUNT OF \$121,543.38**

**Daniel A. MacGillis, Village President**

**ATTEST:**

**Patricia C. Blauvelt, Village Clerk**

**Dated: JULY 7, 2014**

DATE: 06/17/2014  
 TIME: 11:30:13  
 ID: PR460000.WOW

VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 06/19/2014 TO 06/19/2014

Board

EMPL. #	NAME	EARNINGS			TAXES			DEDUCTIONS			
		CODE	PAY RATE	HOURS	TOTAL	CODE	EMPLOYEE	EMPLOYER	CODE	EMPLOYEE	EMPLOYER
GRAND TOTALS:		MP	10.000		1,000.00	FED	96.25		DD1	3,007.56	
		REG	2.000		2,500.00	FICA	217.00	217.00			
						MEDIC	50.75	50.75			
						STATE	128.44				
TOTAL FICA EMPLOYEE WAGES:					3,500.00	TOTAL EMPLOYER FICA:			217.00		
TOTAL MEDICARE EMPLOYEE WAGES:					3,500.00	TOTAL EMPLOYER MEDICARE:			50.75		
TOTAL FEDERAL EMPLOYEE WAGES:					3,500.00						
TOTAL STATE EMPLOYEE WAGES:					3,500.00						
TOTAL NUMBER OF EMPLOYEES:					7						
GROSS PAY:					\$3,500.00	TOTAL DEDUCTIONS:		3,500.00	NET PAY:		\$0.00

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VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

PAGE: 1

FOR CHECK DATES 06/19/2014 TO 06/19/2014

**Zoning**

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS		PENSION/INSUR	
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	CODE	EMPLOYEE	CODE	EMPLOYEE
GRAND TOTALS:		COM		4.000	160.00	FED			DD1	106.82		
						FICA	9.92	9.92				
						MEDIC	2.32	2.32				
						STATE	4.00					
TOTAL FICA EMPLOYEE WAGES:						160.00	TOTAL EMPLOYER FICA:		9.92			
TOTAL MEDICARE EMPLOYEE WAGES:						160.00	TOTAL EMPLOYER MEDICARE:		2.32			
TOTAL FEDERAL EMPLOYEE WAGES:						160.00						
TOTAL STATE EMPLOYEE WAGES:						160.00						
GROSS PAY:		TOTAL NUMBER OF EMPLOYEES:		1	TOTAL DEDUCTIONS:		123.06	NET PAY:		\$36.94		

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VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

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FOR CHECK DATES 06/19/2014 TO 06/19/2014

Administration

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS				
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY		PENSION/INSUR		
									CODE	EMPLOYEE	EMPLOYER		
GRAND TOTALS:													
	REG		365.000		10,917.42	FED	1,428.53		DD1	6,332.68	IMR	530.68	
	SIC		11.000		357.28	FICA	714.66	714.66	GW	250.00	DFA	17.62	1,287.78
	VAC		24.000		518.18	MEDIC	167.14	167.14	HSA	75.00	HFA	163.74	
						STATE	516.80		ICM	165.00	VFA	2.20	
											DSA	7.60	
TOTAL FICA EMPLOYEE WAGES:					11,526.72	TOTAL EMPLOYER FICA:					714.66		
TOTAL MEDICARE EMPLOYEE WAGES:					11,526.72	TOTAL EMPLOYER MEDICARE:					167.14		
TOTAL FEDERAL EMPLOYEE WAGES:					10,581.04	TOTAL EMPLOYER PENSION:					1,287.78		
TOTAL STATE EMPLOYEE WAGES:					10,581.04								
TOTAL PENSION EMPLOYEE WAGES:					11,792.88								
TOTAL NUMBER OF EMPLOYEES:					5								
GROSS PAY:			\$11,792.88		TOTAL DEDUCTIONS:		10,371.65	NET PAY:		\$1,421.23			

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VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 06/19/2014 TO 06/19/2014

*Police*

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS		CODE	PENSION/INSUR	
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY	EMPLOYEE		EMPLOYEE	EMPLOYER
GRAND TOTALS:		REG	1,950.500		62,310.78	FED	8,189.52		AF2	215.24	IMR	330.22	
		VAC	92.000		2,660.80	FICA	4,590.66	4,590.66	DD1	39,596.49	DSP	15.20	801.32
		PO	83.750		4,035.03	MEDIC	1,073.62	1,073.62	DD2	3,014.11	PSP	138.85	
		SIC	112.000		3,814.79	STATE	3,289.62		AF1	36.34	VFP	6.60	
		CMP	90.750		3,011.03				GW	350.00	POL	6,300.48	
		OT	3.000		87.78				PLI	81.36	DFP	123.34	
		INS	1.000		254.74				HSA	100.00	HFP	491.22	
									ICM	635.00	VSP	3.06	
									MAP	330.00	FFP	1,002.68	
									DD3	1,751.82	DCP	27.33	
									CS4	203.00	HCP	73.05	
											VCP	2.26	
											PCP	111.83	
TOTAL FICA EMPLOYEE WAGES:						74,043.19	TOTAL EMPLOYER FICA:		4,590.66				
TOTAL MEDICARE EMPLOYEE WAGES:						74,043.19	TOTAL EMPLOYER MEDICARE:		1,073.62				
TOTAL FEDERAL EMPLOYEE WAGES:						66,427.49	TOTAL EMPLOYER PENSION:		801.32				
TOTAL STATE EMPLOYEE WAGES:						66,427.49							
TOTAL PENSION EMPLOYEE WAGES:						70,914.97							
TOTAL NUMBER OF EMPLOYEES:						29							
GROSS PAY:			\$76,174.95	TOTAL DEDUCTIONS:		72,082.90	NET PAY:		\$4,092.05				

DATE: 06/17/2014  
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VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 06/19/2014 TO 06/19/2014

*Public Works*

EMPL. #	NAME	EARNINGS			TAXES		DEDUCTIONS								
		CODE	PAY RATE	HOURS	TOTAL	CODE	EMPLOYEE	EMPLOYER	CODE	EMPLOYEE	EMPLOYER	PENSION/INSUR			
GRAND TOTALS:		REG	774.000		20,065.53	FED	2,483.02		AF1	43.98		IMR	1,060.90		2,574.46
		OT	13.500		453.69	FICA	1,394.28	1,394.28	GW	320.00		DSW	22.80		
		SYC	6.000		171.38	MEDIC	326.08	326.08	HSA	91.25		HSW	90.70		
		FLH	16.000		367.62	STATE	1,035.74		INS	8.00		VSW	2.04		
		VAC	56.000		1,405.92				UOE	413.59		DFW	52.86		
		CMP	28.000		820.85				DD1	12,239.56		PFW	501.34		
		OC	14.000		290.61				DD2	1,264.00		VFW	6.60		
									DOR	338.24		PCW	111.83		
									PLI	10.72		HEW	163.74		
									ICM	229.31					
									AF2	26.36					
		TOTAL FICA EMPLOYEE WAGES:			22,488.46	TOTAL EMPLOYER FICA:			1,394.28						
		TOTAL MEDICARE EMPLOYEE WAGES:			22,488.46	TOTAL EMPLOYER MEDICARE:			326.08						
		TOTAL FEDERAL EMPLOYEE WAGES:			20,878.25	TOTAL EMPLOYER PENSION:			2,574.46						
		TOTAL STATE EMPLOYEE WAGES:			20,878.25										
		TOTAL PENSION EMPLOYEE WAGES:			23,575.60										
		TOTAL NUMBER OF EMPLOYEES:			11										
GROSS PAY:			\$23,575.60	TOTAL DEDUCTIONS:			22,236.94	NET PAY:			\$1,338.66				

DATE: 06/17/2014  
 TIME: 11:29:14  
 ID: PR460000.WOW

VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 06/19/2014 TO 06/19/2014

*Building*

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS				
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY		PENSION/INSUR		
									EMPLOYEE	CODE	EMPLOYEE	EMPLOYER	
GRAND TOTALS:													
	REG		215.500		5,657.46	FED	818.81		DD1		4,154.37	IMR	285.30
	SIC		4.000		113.30	FICA	374.56	374.56	AF1		28.25	DFB	17.62
	VAC		18.500		523.99	MEDIC	87.60	87.60	PLI		36.86	PFB	250.67
	CMP		2.000		45.20	STATE	283.71					VFB	2.20
TOTAL FICA EMPLOYEE WAGES:						6,041.21	TOTAL EMPLOYER FICA:				374.56		
TOTAL MEDICARE EMPLOYEE WAGES:						6,041.21	TOTAL EMPLOYER MEDICARE:				87.60		
TOTAL FEDERAL EMPLOYEE WAGES:						5,755.91	TOTAL EMPLOYER PENSION:				692.33		
TOTAL STATE EMPLOYEE WAGES:						5,755.91							
TOTAL PENSION EMPLOYEE WAGES:						6,339.95							
TOTAL NUMBER OF EMPLOYEES:						3							
GROSS PAY:			\$6,339.95		TOTAL DEDUCTIONS:		6,339.95		NET PAY:		\$0.00		

DATE: 06/17/2014  
 TIME: 11:33:37  
 ID: PR460000.WOW

VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 06/19/2014 TO 06/19/2014

ALL

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS		PENSION/INSUR	EMPLOYER	
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY	EMPLOYEE			CODE
GRAND TOTALS:		REG	3,307.000		101,451.19	FED	13,016.13		DD1	65,437.48	IMR	2,207.10	5,355.89
		SIC	133.000		4,456.75	FICA	7,301.08		GW	920.00	DEA	17.62	
		VAC	190.500		5,108.89	MEDIC	1,707.51		HSA	266.25	HEA	163.74	
		MF	10.000		1,000.00	STATE	5,258.31		ICM	1,029.31	VFA	2.20	
		COM	4.000		160.00				AF1	108.57	DSA	7.60	
		OT	16.500		541.47				INS	8.00	DSW	22.80	
		FLH	16.000		367.62				UOE	413.59	HSW	90.70	
		CMP	120.750		3,877.08				DD2	4,278.11	VSW	2.04	
		OC	14.000		290.61				DOR	338.24	DFW	52.86	
		PO	83.750		4,035.03				PLI	128.94	RFW	501.34	
		INS	1.000		254.74				AF2	241.60	VFW	6.60	
									MAP	330.00	PCW	111.83	
									DD3	1,751.82	HEW	163.74	
									CS4	203.00	DSP	15.20	
											PSP	138.85	
											VFP	6.60	
											FOL	6,300.48	
											DFP	123.34	
											HFP	491.22	
											VSP	3.06	
											PPF	1,002.68	
											DCP	27.33	
											HCP	73.05	
											VCP	2.26	
											PCP	111.83	
											DFB	17.62	
											FFB	250.67	
											VFB	2.20	
TOTAL FICA EMPLOYEE WAGES:					117,759.58	TOTAL EMPLOYER FICA:				7,301.08			
TOTAL MEDICARE EMPLOYEE WAGES:					117,759.58	TOTAL EMPLOYER MEDICARE:				1,707.51			
TOTAL FEDERAL EMPLOYEE WAGES:					107,302.69	TOTAL EMPLOYER PENSION:				5,355.89			
TOTAL STATE EMPLOYEE WAGES:					107,302.69								
TOTAL PENSION EMPLOYEE WAGES:					112,623.40								
TOTAL NUMBER OF EMPLOYEES:					59								
GROSS PAY:					\$121,543.38	TOTAL DEDUCTIONS:			114,654.50	NET PAY:		\$6,888.88	

**VILLAGE OF ROUND LAKE**

**THE PRESIDENT AND BOARD OF TRUSTEES OF**

**THE VILLAGE OF ROUND LAKE**

**APPROVES THE PAYMENT OF PAYROLL**

**FOR THE PERIOD ENDING JUNE 29, 2014**

**IN THE AMOUNT OF \$118,014.22**

**Daniel A. MacGillis, Village President**

**ATTEST:**

**Patricia C. Blauvelt, Village Clerk**

**Dated: JULY 7, 2014**

DATE: 07/02/2014  
 TIME: 09:53:16  
 ID: PR160000.WOW

VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

PAGE:

FOR CHECK DATES 07/03/2014 TO 07/03/2014

*Administration*

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS				
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY		PENSION/INSUR		
									CODE	EMPLOYEE	EMPLOYER		
GRAND TOTALS:													
	REG		333.750		9,367.04	FED	1,335.51		DD1	6,366.32	IMR	514.03	
	VAC		48.250		2,013.57	FICA	691.71	691.71	GW	250.00	DFA	17.62	1,247.38
	SIC		2.000		42.20	MEDIC	161.77	161.77	HSA	75.00	HFA	163.74	
						STATE	499.13		ICM	165.00	VFA	2.20	
											DSA	7.60	
TOTAL FICA EMPLOYEE WAGES:						11,156.65	TOTAL EMPLOYER FICA:						
TOTAL MEDICARE EMPLOYEE WAGES:						11,156.65	TOTAL EMPLOYER FICA:		691.71				
TOTAL FEDERAL EMPLOYEE WAGES:						10,227.62	TOTAL EMPLOYER MEDICARE:		161.77				
TOTAL STATE EMPLOYEE WAGES:						10,227.62	TOTAL EMPLOYER PENSION:		1,247.38				
TOTAL PENSION EMPLOYEE WAGES:						11,422.81							
TOTAL NUMBER OF EMPLOYEES:						5							
GROSS PAY:			\$11,422.81	TOTAL DEDUCTIONS:			10,249.63	NET PAY:		\$1,173.18			





DATE: 07/02/2014  
 TIME: 09:54:06  
 ID: PR460000.WOW

VILLAGE OF ROUND LAKE  
 PAYROLL REGISTER REPORT

FOR CHECK DATES 07/03/2014 TO 07/03/2014

*Building*

EMPL. #	NAME	CODE	EARNINGS		TAXES			DEDUCTIONS					
			PAY RATE	HOURS	TOTAL	EMPLOYEE	EMPLOYER	VOLUNTARY	EMPLOYEE	EMPLOYER	EMPLOYER		
GRAND TOTALS:		REG	211.500		5,592.81	FED	818.81		DD1	4,154.37	IMR	285.30	692.33
		SIC	16.000		418.85	FICA	374.56	374.56	AF1	38.25	DFB	17.62	
		VAC	10.000		371.79	MEDIC	87.60	87.60	PLI	36.86	PFB	250.67	
		CMP	2.500		56.50	STATE	283.71				VFB	2.20	
TOTAL FICA EMPLOYEE WAGES:					6,041.21	TOTAL EMPLOYER FICA:					374.56		
TOTAL MEDICARE EMPLOYEE WAGES:					6,041.21	TOTAL EMPLOYER MEDICARE:					87.60		
TOTAL FEDERAL EMPLOYEE WAGES:					5,755.91	TOTAL EMPLOYER PENSION:					692.33		
TOTAL STATE EMPLOYEE WAGES:					5,755.91								
TOTAL PENSION EMPLOYEE WAGES:					6,339.95								
TOTAL NUMBER OF EMPLOYEES:					3								
GROSS PAY:		\$6,339.95		TOTAL DEDUCTIONS:		6,339.95		NET PAY:		\$0.00			

DATE: 07/02/2014  
 TIME: 09:59:33  
 ID: FR460000.WOW

VILLAGE OF ROUND LANE  
 PAYROLL REGISTER REPORT

PAGE: 1

FOR CHECK DATES 07/03/2014 TO 07/03/2014

ALL

EMPL. #	NAME	CODE	EARNINGS		TOTAL	CODE	TAXES		DEDUCTIONS		PENSION/INSUR	EMPLOYER	
			PAY RATE	HOURS			EMPLOYEE	EMPLOYER	VOLUNTARY	EMPLOYEE			EMPLOYEE
GRAND TOTALS:													
	REG		3,312.500		98,232.40	FED	12,825.77		DD1	61,982.23	IMR	2,271.02	5,510.96
	VAC		284.250		9,700.78	FICA	7,082.32	7,082.32	GW	920.00	DEA	17.62	
	SIC		112.000		3,445.09	MEDIC	1,656.33	1,656.33	HSA	266.25	HEA	163.74	
	OT		58.000		2,268.56	STATE	5,119.56		ICM	1,146.27	VFA	2.20	
	OC		14.000		353.59				AF1	108.57	DSA	7.60	
	CMP		50.500		1,484.47				INS	8.00	DSW	22.80	
	PO		37.750		1,865.87				UOE	413.59	HSW	90.70	
	FTO		12.000		408.72				DD2	4,278.11	VSW	2.04	
	INS		1.000		254.74				PLI	128.94	DFW	52.86	
									AF2	241.60	PFW	501.34	
									MAP	330.00	VFW	6.60	
									DD3	1,677.89	PCN	111.83	
									CS4	203.00	HEW	163.74	
											DSP	15.20	
											PSP	138.85	
											VFP	6.60	
											POL	6,337.63	
											DFP	123.34	
											HFP	491.22	
											VSP	3.06	
											PFP	1,002.68	
											DCP	27.33	
											HCP	73.05	
											VCP	2.26	
											PCP	111.83	
											DFB	17.62	
											PFB	250.67	
											VFB	2.20	
TOTAL FICA EMPLOYEE WAGES:					114,230.42	TOTAL EMPLOYER FICA:					7,082.32		
TOTAL MEDICARE EMPLOYEE WAGES:					114,230.42	TOTAL EMPLOYER MEDICARE:					1,656.33		
TOTAL FEDERAL EMPLOYEE WAGES:					103,555.50	TOTAL EMPLOYER PENSION:					5,510.96		
TOTAL STATE EMPLOYEE WAGES:					103,555.50								
TOTAL PENSION EMPLOYEE WAGES:					114,418.31								
TOTAL NUMBER OF EMPLOYEES:					48								
GROSS PAY:				\$118,014.22	TOTAL DEDUCTIONS:				110,406.06	NET PAY: \$7,608.16			



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: WORKERS COMPENSATION PAYROLL AUDIT CALENDAR  
 YEAR 2013**

**Agenda Item No. 5.4**

*Executive Summary*

Prior to calendar year 2012, the Village's risk management provider was the Illinois Municipal League Risk Management Association (IMLRMA). Staff provided that organization estimated payrolls and actual payrolls when requested. Payroll audits were never questioned, including the categorization of employees by IMLRMA. For calendar year 2012 and 2013, staff provided the Village's current vendor, Illinois Public Risk Fund (IPRF), an estimated payroll that was categorized consistent with past practices. The estimated payroll categorizes employees by function, such as, police officers, clerical employees, and street maintenance.

Payroll audits are written into workers compensation contracts to enable the provider to review the actual payroll amounts to determine if coverage was adequate and the premium was correct. The process is to ensure companies are not materially understating their estimated payroll to have a significant reduction in the annual premium.

For calendar year 2013, the IPRF audit concluded that an additional premium amount of \$4,447 is owed. See attached workers compensation process memo for additional information. Also attached is a resolution and the \$4,447 invoice payable to the IPRF.

*Recommended Action*

Adopt A Resolution Approving a Revised Proposal from the Illinois Public Risk Fund for Workers Compensation Insurance.

Committee: Human Resources & Finance		Meeting Date(s): 6/16 & 7/7/14																																																													
Lead Department: Administration		Presenter: Finance Director, Steve Shields																																																													
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 20%;">Budget</th> <th style="width: 20%;">Expenditure</th> <th style="width: 30%;"></th> </tr> </thead> <tbody> <tr> <td>01-20-75-77519</td> <td>\$150,675.00</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td>\$5,000.00</td> <td></td> <td>\$2,223.50</td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> <td>\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td></td> <td>\$0.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$155,675.00</b></td> <td></td> <td><b>\$2,223.50</b></td> </tr> <tr> <td>50-60-75-77519</td> <td>\$48,058.00</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td>\$5,000.00</td> <td></td> <td>\$2,223.50</td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> <td>\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td></td> <td>\$0.00</td> </tr> <tr> <td><b>Total</b></td> <td><b>\$53,058.00</b></td> <td></td> <td><b>\$2,223.50</b></td> </tr> <tr> <td><b>Grand Total</b></td> <td><b>\$208,733.00</b></td> <td></td> <td><b>\$4,447.00</b></td> </tr> <tr> <td colspan="4">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td></td> <td></td> <td>\$204,286.00</td> </tr> <tr> <td style="text-align: right;">Over</td> <td>-</td> <td></td> <td></td> </tr> </tbody> </table>			Account(s)	Budget	Expenditure		01-20-75-77519	\$150,675.00			Item Requested	\$5,000.00		\$2,223.50	Y-T-D Actual			\$0.00	Amount Encumbered			\$0.00	<b>Total</b>	<b>\$155,675.00</b>		<b>\$2,223.50</b>	50-60-75-77519	\$48,058.00			Item Requested	\$5,000.00		\$2,223.50	Y-T-D Actual			\$0.00	Amount Encumbered			\$0.00	<b>Total</b>	<b>\$53,058.00</b>		<b>\$2,223.50</b>	<b>Grand Total</b>	<b>\$208,733.00</b>		<b>\$4,447.00</b>	Request is over/under budget:				Under			\$204,286.00	Over	-		
Account(s)	Budget	Expenditure																																																													
01-20-75-77519	\$150,675.00																																																														
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Under			\$204,286.00																																																												
Over	-																																																														

**Resolution 2014-R-\_\_\_**

**A Resolution Approving a Revised Proposal from the Illinois Public Risk Fund for Workers Compensation Insurance**

**WHEREAS**, the Village of Round Lake previously approved a proposal from the Illinois Public Risk Fund for workers compensation insurance; and

**WHEREAS**, the Illinois Public Risk Fund conducted a payroll audit and found that certain Village employees were not categorized correctly for workers compensation purposes, which required an increase in the premium charged to the Village for its 2013 calendar year policy; and

**NOW, THEREFORE, BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

**Section One:** That the invoice from the Illinois Public Risk Fund, attached hereto as Exhibit A, for an additional \$4,447.00 premium payment is hereby approved.

**Section Two:** The Mayor, or his designee, is authorized to perform such other actions required to carry out the purpose of this resolution and to otherwise implement this resolution.

**APPROVED:**

---

Daniel A. MacGillis, Village President

**ATTEST:**

---

Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

## Workers Compensation Process

Prior to calendar year 2012, the Village's risk management provider was the Illinois Municipal League Risk Management Association (IMLRMA). Staff provided that organization estimated payrolls and actual payrolls when requested. Payroll audits were never questioned, including the categorization of employees by IMLRMA.

For calendar year 2012 and 2013, staff provided the Village's current vendor, Illinois Public Risk Fund (IPRF), an estimated payroll that was categorized consistent with past practices. The estimated payroll categorizes employees by function, such as, police officers, clerical employees, and street maintenance.

Payroll audits are written into workers compensation contracts to enable the provider to review the actual payroll amounts to determine if coverage was adequate and the premium was correct. The process is to ensure companies are not materially understating their estimated payroll to have a significant reduction in the annual premium.

The IPRF stringently followed workers compensation standards whereby the allocation of salaries based on percentages is not permitted. As an example, staff could not just split a Public Works employee fifty percent to the General Fund and fifty percent to the Water/Sewer Fund. In fact, per the regulations, if payroll records do not show the actual payroll applicable to each classification, the entire payroll of the individual employee must be assigned to the highest rate classification that represents any part of his or her work.

An exception to the regulations regarding payroll classifications is if the client has proof of detail records of hours worked per employee that reflect the different categories versus the employee payroll splits. The Public Works Department is split in payroll between the General Fund and the Water/Sewer Funds; however, detail records were used for the audit to reduce the audited payroll amount, therefore, reducing the additional premium owed. Such reduction was realized by allocating salaries to sewage disposal, which has a lower premium rate (originally the allocation was split only between street maintenance and waterworks).

The IPRF conducted an audit of the Village's 2012 payroll and determined that the categorization of certain employees was not correct. The final audited additional premium was calculated at \$10,489 due to the actual payroll \$12,497 higher than the estimated amount and classifications of employees into higher rated premium categories.

For calendar year 2013, the IPRF audit concluded that an additional premium amount of \$4,447 is owed. The estimated payroll amount prepared was \$3,209,169 versus the actual payroll of \$3,071,550, a difference of \$137,619. Although the actual payroll was 4.29% less than the estimated payroll, the premium increased 6.74% due to the classification of employees into categories with higher workers compensation premium rates.

The table below lists the estimated payroll information along with the audited payroll for calendar year.

Description	Clerical 8810	Street Maint. 5506	Waterworks 7520	Sewage Disposal 7580	Street Cleaning 9402	Municipal Employees 9410	Policemen 7720	Premium Total
<b>Estimated:</b>								
Estimated 2013 Payroll	\$858,043	\$125,809	\$153,657	\$0	\$149,157	\$333,872	\$1,588,631	\$3,209,169
Rate Per \$100 Payroll	\$0.141	\$7.830	\$3.618	\$2.882	\$5.456	\$3.088	\$1.822	-
Total Premium Amount	\$1,210	\$9,851	\$5,559	\$0	\$8,138	\$10,310	\$28,945	\$64,013
Add: Administrative Fee	\$36	\$296	\$167	\$0	\$244	\$309	\$868	\$1,920
Total Premium	\$1,246	\$10,146	\$5,726	\$0	\$8,382	\$10,619	\$29,813	\$65,933
<b>Audited:</b>								
Audited 2013 Payroll	\$670,064	\$306,032	\$137,633	\$64,102	\$0	\$165,293	\$1,728,426	\$3,071,550
Rate Per \$100 Payroll	\$0.141	\$7.830	\$3.618	\$2.882	\$5.456	\$3.088	\$1.822	-
Total Premium Amount	\$945	\$23,962	\$4,980	\$1,847	\$0	\$5,104	\$31,492	\$68,330
Add: Administrative Fee	\$28	\$719	\$149	\$55	\$0	\$153	\$945	\$2,050
Net Premium	\$973	\$24,681	\$5,129	\$1,903	\$0	\$5,257	\$32,437	\$70,380
Difference	(\$273)	\$14,535	(\$597)	\$1,903	(\$8,382)	(\$5,362)	\$2,623	\$4,447

For calendar year 2014 all employees were categorized based on the audits performed by IPRF and an additional amount was included in the budget for such audits beginning in fiscal year end 2014/15. Included in the current budget is \$10,000 split 50/50 between the General and Water/Sewer Funds. The additional premium of \$4,447 is \$5,553 under that specific item included in the risk management premium account.



**Illinois Public Risk Fund**

*Cost Control Through Cooperation Since 1985*

7941 W. 171st Street • Tinley Park, IL 60477-3244  
708.429.6300 • Fax 708.429.6488  
Toll Free 800.289.IPRF • www.iprf.com

May 27, 2014

Sue Henley  
Village of Round Lake  
442 N. Cedar Lake Road  
Round Lake IL 60073

RECEIVED  
MAY 30 2014

RE: Workers Compensation Payroll Audit

VILLAGE OF ROUND LAKE

Dear Sue:

Enclosed please find a copy of your January 1, 2013 through January 1, 2014 audit.

Please review the audit calculations prior to June 20, 2014 as our Reinsurance carrier has requested all finalized audits be processed to their office.

Your audit has resulted in an additional premium for which our invoice is enclosed.

Please contact our office should you have any questions.

Thank you for your business.

Sincerely,

**Illinois Public Risk Fund**  
**Accounting Department**



**Illinois Public Risk Fund**

P. O. Box 725  
Bedford Park, IL 60499-0725  
(800) 289-4773 Phone  
(708) 429-6488 Fax

<b>Invoice # 24256</b>		Page 1 of 1
Account Number	1140-00000	Date
		5/27/2014
BALANCE DUE ON		
5/27/2014		
AMOUNT PAID		Amount Due
		\$4,447.00

**Village of Round Lake**  
**Steve Shields**  
**442 N. Cedar Lake Road**  
**Round Lake, IL 60073**

Workers' Compensation	Policy Number: 1140	Effective: 1/1/2013	to 1/1/2014
-----------------------	---------------------	---------------------	-------------

Item #	Trans Eff Date	Due Date	Trans	Description	Amount
57347	1/1/2013	5/27/2014	AUDI	01-01-13/14 Audited Workers' Compensation	\$4,317.00
57348	1/1/2013	5/27/2014	AFEE	01-01-13/14 Audited Administrative Fee	\$130.00
<b>Total Invoice Balance:</b>					<b>\$4,447.00</b>

**Please remit the top portion of the invoice to the P. O. Box shown above.**



**ILLINOIS PUBLIC RISK FUND**

**Audit**

001140  
Village of Round Lake  
442 N. Cedar Lake Road  
Round Lake, IL 60073

Policy Period  
Effective: 01-01-2013  
Expiration: 01-01-2014  
(At 12:01AM Standard Time at your address)

<u>Class Code</u>	<u>Description</u>	<u>Payroll</u>	<u>Rate/100</u>	<u>Premium</u>
5506	Street Maintenance	\$ 306,032	\$ 7.830	\$ 23,962
7520	Waterworks	\$ 137,633	\$ 3.618	\$ 4,980
7580	Sewage Disposal	\$ 64,102	\$ 2.882	\$ 1,847
7720	Policemen	\$ 1,728,426	\$ 1.822	\$ 31,492
8810	Clerical	\$ 670,065	\$ 0.141	\$ 945
9410	Municipal Employees	\$ 165,292	\$ 3.088	\$ 5,104
			Subtotal:	\$ 68,330
			3% Administrative fee:	\$ 2,050
			Audited Premium:	\$ 70,380
			Less Previously Billed:	\$ 65,933
			<b>Additional Premium:</b>	<b>\$ 4,447</b>



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: ADOPT A RESOLUTION TO PURCHASE AN ENVIRO-SIGHT SEWER PUSH CAMERA FROM STANDARD EQUIPMENT CO AT A COST OF \$19,688.00**      Item **5.5**

***Executive Summary:***

1. The Village has approximately 60 miles of Sanitary Sewer Main Lines, 70 miles of Sewer Laterals and 50 miles of storm sewers. Televising these sewers on a planned basis as well as a reactionary basis is a very beneficial work activity to both identify potential problems and to provide a "clear picture" of a problem that needs immediate/quick attention.
2. We have a 2002 vintage motorized sewer camera that was purchased used. While it remains functional it is limited to eight (8) inch or greater pipe diameter. It is portable but cumbersome to transport, particular where the manhole/inlet is off pavement. This camera will "record what it sees" but does not have ability to "report" what the operator is seeing.
3. A Modern Sewer Push Camera has significantly greater capabilities such as being able to televise 2 inch or greater pipes and allow for determination of the camera head's precise location.
4. Quotes were solicited for a Push Camera with "Pan & Tilt" capabilities (necessary for detailed investigation). A comparison of the two quotes received is attached. The lowest cost Camera (\$19,688.00) is also the more capable Camera.
5. This FY Budget includes \$15,000.00 for a Sewer Push Camera; the additional cost (\$4,688.00) would be taken from the Water & Sewer CIP (Water Main Leak Detection CIP Project, 50-60-81-88101).

***Recommended Action:***

Adopt a Resolution to Purchase an Enviro-Sight Push Camera (Model "Veri-Sight) at the quoted price of \$19,688.00.

<b>Committee: PW/FAC/ENGR</b>		<b>Meeting Date: June 16, 2014, July 7, 2014</b>	
<b>Lead Department: Public Works</b>		<b>Presenter: Ron Kroop</b>	
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<b>Account No(s):</b>	<b>Budget:</b>	<b>Expenditures</b>
	50-60-80-88001	\$15,000.00	
	This Request		\$19,688.00
	<b>Total:</b>	<b>\$15,000.00</b>	<b>\$19,688.00</b>
	<b>Request is over/under budget:</b>		
Under -			
Over			\$4,688.00

**Resolution 2014-R-\_\_\_**

**A Resolution Approving the Purchase of a Sewer Push Camera**

**BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

**Section One:** That the purchase of a push camera for use in the Village's sewer system is hereby approved at a price not to exceed \$19,688.00.

**Section Two:** That the Mayor and Director of Public Works are authorized to take all necessary steps to implement this resolution.

**APPROVED:**

---

Daniel A. MacGillis, Village President

**ATTEST:**

---

Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: ADOPT A RESOLUTION TO CONTRACT W/ STEINER POWER SYSTEMS TO PROVIDE GENERATOR SERVICES @ A COST OF \$8,260.00**

Item 5.6

***Executive Summary:***

1. We have 10 Back-Up Power Generators ranging in size from 22 KW to 300 Kw. Nine (9) of these are "permanently" installed at our Sewage Lift Stations, Water Pump Stations and one (1) is "Portable".
2. These critical Facility Generators must be properly maintained, serviced to provide a very high level of reliability when we experience a Power Outage. Accordingly, we have relied on specialty Generator Service Companies to provide periodic inspection, preventive maintenance and detailed servicing. The most recent contract was with Patten CAT from Elmhurst, IL.
3. Quotes were solicited for a new One (1) Year Contract with options to extend for a second year. Patten CAT and Steiner Power Systems submitted Quotes (attached). The Quotes reflect the following summation for the same service provision:
 

A. Patten CAT:	\$8,309.00
B. Steiner:	\$8,260.00
4. As Steiner Power Systems has previously provided this service in a very effective and professional manner, it is our recommendation to award this service contract to Steiner.

***Recommended Action:***

Adopt a Resolution to award the Generator Service Contract for the current 10 Back-Up Power Generators to Steiner Power Systems at a cost of \$8,260.00 for the defined tasks, requirements.

**Committee: PW/FAC/ENGR**

**Meeting Date: JUNE 16, 2014, July 7, 2014**

**Lead Department: Public Works**

**Presenter: Ron Kroon**

Item Budgeted:  Yes  No  NA

**If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.**

Account No(s):	Budget:	Expenditures
50-60-79-77903	\$7,250.00	
This Request	\$7,250.00	\$8,260.00
YTD Actual		\$270.00
Encumbured		\$0.00
Total:	\$14,500.00	\$8,530.00
Request is over/under budget:		
Under		\$5,970.00
Over		-

**Resolution 2014-R-\_\_\_**

**A Resolution Accepting a Proposal from Steiner Power  
Systems for Generator Maintenance**

**BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

**Section One:** That the proposal from Steiner Power Systems to provide generator-related maintenance for a period of one year for an amount not to exceed \$8,260.00 is hereby approved.

**Section Two:** That the Mayor and Director of Public Works are authorized to take all necessary steps to implement this resolution.

**APPROVED:**

---

**Daniel A. MacGillis, Village President**

**ATTEST:**

---

**Patricia C. Blauvelt, Village Clerk**

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: ADOPT A RESOLUTION TO AUTHORIZE DESIGN ENGINEERING SERVICES FOR THE CURED IN PLACE PIPE LINER OF AN 18" SANITARY SEWER INTERCEPTOR**

Agenda Item **5.7**

*Executive Summary*

The Village's sanitary sewer interceptor between Cedar Lake Road and Sunset Drive is an 18" vitrified clay pipe. The interceptor sewer has been in place for many years. Over the years, some of the joints have separated, allowing root intrusion and the infiltration of ground water. Root intrusion has been treated chemically, multiple times and will continue to need treatment unless a more permanent solution is employed.

Televising of the interceptor confirmed that it is a good candidate for Cured In Place Pipe lining (CIPP). CIPP will reestablish flow capacity of the sewer, prevent root intrusion, and also significantly reduce infiltration.

The attached Work Order is for Baxter & Woodman to prepare bid documents for lining the worst segments of this interceptor sewer, totaling approximately 1000'. The cost for the design engineering is a Not To Exceed fee of \$9,700..

*Recommended Action*

Approve the attached Work Order #140445.40 for 2014 Sanitary Sewer Rehabilitation Design Engineering Services in the amount not to exceed \$9,700.

<b>Committee: PW/FCA/Eng</b>		<b>Meeting Date(s): June 16, 2014, July 7, 2014</b>																												
<b>Lead Department: Public Works</b>		<b>Presenter: Ron Kroop</b>																												
Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Account(s)</th> <th style="width: 30%;">Budget</th> <th style="width: 40%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>50-60-81-88101</td> <td style="text-align: right;">\$1,951,325.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$100,000.00</td> <td style="text-align: right;">\$9,700.00</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$3,140.17</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$172,019.03</td> </tr> <tr> <td><b>Total:</b></td> <td style="text-align: right;"><b>\$2,051,325.00</b></td> <td style="text-align: right;"><b>\$184,859.20</b></td> </tr> <tr> <td colspan="3"><b>Request is over/under budget:</b></td> </tr> <tr> <td style="text-align: center;">Under</td> <td></td> <td style="text-align: right;">\$1,866,465.80</td> </tr> <tr> <td style="text-align: center;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>			Account(s)	Budget	Expenditure	50-60-81-88101	\$1,951,325.00		Item Requested	\$100,000.00	\$9,700.00	YTD Actual		\$3,140.17	Amount Encumbered		\$172,019.03	<b>Total:</b>	<b>\$2,051,325.00</b>	<b>\$184,859.20</b>	<b>Request is over/under budget:</b>			Under		\$1,866,465.80	Over	-	
Account(s)	Budget	Expenditure																												
50-60-81-88101	\$1,951,325.00																													
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Amount Encumbered		\$172,019.03																												
<b>Total:</b>	<b>\$2,051,325.00</b>	<b>\$184,859.20</b>																												
<b>Request is over/under budget:</b>																														
Under		\$1,866,465.80																												
Over	-																													

**Resolution 2014-R-\_\_\_**

**A Resolution Approving a Design Engineering Services Work Order with Baxter & Woodman  
for the 2014 Sanitary Sewer Rehabilitation Project**

**BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

**Section One:** That the Design Engineering Services Work Order from Baxter & Woodman, Inc. for the 2014 Sanitary Sewer Rehabilitation Project, attached hereto as Exhibit A, is hereby approved.

**Section Two:** The Mayor, or his designee, is authorized to take all necessary steps to implement this resolution.

**APPROVED:**

\_\_\_\_\_  
Daniel A. MacGillis, Village President

**ATTEST:**

\_\_\_\_\_  
Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

**VILLAGE OF ROUND LAKE, ILLINOIS  
2014 SANITARY SEWER REHABILITATION  
ENGINEERING SERVICES  
WORK ORDER**

**ENGINEERS' PROJECT NO. 140445.40**

**Project Description:**

The Project consists of design engineering for rehabilitation of approximately 1,000 lineal feet of existing sanitary sewers between Cedar Lake Road and Sunset Drive.

**Engineering Services:**

The general provisions of this contract are enumerated in the Village Engineering Services Agreement between the Village and Engineers dated March, 18, 1998. The scope of services for this Project is listed in Attachment A of this Work Order.

**Compensation:**

Compensation for the services to be provided under this Work Order will be in accordance with the Village Engineering Services Agreement dated March 18, 1998. The Engineers' fee for items as described will not exceed \$9,700 without prior written approval of the Village.

Submitted by: **Baxter & Woodman, Inc.**

By: \_\_\_\_\_

Louis D. Haussmann, PE, PTOE

Title: Vice President/COO

Date: June 3, 2014

Approved: **Village of Round Lake, Illinois**

By: \_\_\_\_\_

Daniel A. MacGillis

Title: Mayor

Date: \_\_\_\_\_

**Additional Comments and Conditions: None.**

### **Project Description**

The Project includes installation of cured-in-place pipe in existing 18-inch sanitary sewers along Dorothy Lane and the High School property between Cedar Lake Road and Sunset Drive. The Project also includes installation of cured-in-place pipe in an existing 8-inch sanitary sewer along Cedar Lake Road, extending south of the intersection with Dorothy Lane. The sanitary sewers to be lined in the above areas total approximately 1,000 lineal feet in length.

### **Scope of Services**

The standard of care for all professional engineering and related services performed or furnished by the ENGINEER under this Agreement will be the care and skill ordinarily used by members of ENGINEER's profession practicing under similar circumstances at the same time and in the same locality on similar projects. ENGINEER makes no warranties, express or implied, under this Agreement or otherwise, in connection with ENGINEER's services.

The following scope of services details the anticipated tasks necessary to successfully complete this Project.

1. **PROJECT MANAGEMENT** - Plan, schedule, and control the activities that must be performed to complete the Project. These activities include, but are not limited to, budget, schedule, and scope.
2. **MEETINGS WITH VILLAGE STAFF** - Conduct one meeting with staff to review the final project documents. Invite Lake County Department of Transportation (DOT) to the Village staff meeting if necessary.
3. **EXHIBIT DRAWINGS** - Prepare exhibit drawings showing the general location, scope, extent, and character of construction work to be furnished and performed by the Contractor.
4. **PROJECT MANUAL** - Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC). Prepare technical specifications in the format of the Construction Specification Institute.
5. **PERMITS** - Coordinate with Lake County DOT to apply for an amended permit for the proposed cured-in-place pipe segment in Cedar Lake Road. Utilize existing drawings for previously permitted work for the permit amendment application.
6. **QUALITY CONTROL REVIEWS** - Conduct internal design and constructability reviews of Drawings and Project Manual.

- 7. ENGINEER'S OPINION OF PROBABLE COST - Prepare a final opinion of the probable construction cost.**
- 8. ASSIST BIDDING - Set bid dates with the Village, create Advertisement for Bids and provide to Village for publication. Provide documents for bidding and assist the Village in solicitation of bids from as many qualified bidders as possible. Attend bid opening with Village personnel and assist in reviewing and checking of bid package submittals as required. Tabulate all bids received and make a recommendation to the Village for Award of Contract.**

**Note: The scope of design services does not include topography or legal surveys; access agreements or easement descriptions; sanitary manhole rehabilitation; pipeline excavation repairs; or application fees (if any).**

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VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: WELL ABANDONMENT AND CLOSING**

**Agenda Item No. 5.8**

*Executive Summary:*

As recommended at the June 2, 2014 COTW meeting, the abandonment and closing of Well #1 at 322 Railroad Ave. has been moved to the Consent Agenda.

Winning bid by W.D. Blake & Sons, INC. for the sum of \$3,997.00

*Recommended Action:*

Approve: \$3,997.00 to W.D. Blake and Sons, INC. for the closing of Well #1.

<b>Committee:</b>	<b>Meeting Date: July 07, 2014</b>		
<b>Lead Department: Administrative</b>	<b>Presenter: Mavor MacGillis</b>		
<b>Item Budgeted: <input checked="" type="checkbox"/> Yes   <input type="checkbox"/> No</b>  <b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>  <b>Please see summary description on AIS # 7.1</b>	<b>Account No(s):</b>	<b>Budget:</b>	<b>Actual Request:</b>
	50-60-81-88101	\$25,000.00	\$3,977.00
	<b>Total:</b>	\$25,000.00	\$3,977.00
	<b>Request is over/under budget:</b>		
	<b>Under</b>		\$21,023.00
	<b>Over</b>	-	

# proposal

268

**W.D. BLAKE & SONS, INC.**  
Well Drilling & Pump Service  
42460 North Highway 45  
ANTIOCH, ILLINOIS 60002

(847) 395-1750 (800) 454-1750  
FAX (847) 395-2530

TO: Village Of Round Lake  
442 N Cedar Lake Road  
Round Lake, IL 60073

PHONE	DATE
847-546-5400	3/12/2014
JOB NAME / LOCATION	
322 w Railroad Ave. Round Lake, IL 60073	
pin #06-29-213-001	
JOB NUMBER	JOB PHONE

We hereby submit specifications and estimates for:

Abandonment of 6" well 250' deep @ \$8.00 per/foot	\$2000.00
Clearing drop pipe and pump from well our Rig and Equipment	\$625.00
Labor for Pump Removal	\$850.00
(note) Building must be Razed or must have Permission, in writing, from east neighbor and fence and trees be removed all to be done by village.	
If the the above is not possible add \$1600 for 40 Ton Crane	
Lake County Health Department Abandonment Permit	\$97.00
Digging and Removing Upper Portion of Well Down to Minimum of 2'	\$425.00
Estimated Total	\$3997.00

W.D. BLAKE & SONS, INC., WILL NOT BE RESPONSIBLE FOR YARD, TREES, LANDSCAPING, FENCING, DRIVEWAYS, SIDEWALKS OR ANY NON-LOCATED UTILITIES. ALL MATERIALS ARE PROPERTY OF W.D. BLAKE & SONS, INC., UNTIL FINAL PAYMENT IS RECEIVED.

A \$5.00 RE-BILLING FEE PER MONTH. NET 30 DAYS. A FINANCE CHARGE OF 1 1/4% PER MONTH (18% PER ANNUM) WILL BE CHARGED TO UNPAID BALANCES. ATTORNEY & COURT FEES WILL BE ADDED IF YOUR ACCOUNT GOES INTO COLLECTION.

**We Propose** hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:

Three Thousand Nine Hundred Ninety Seven and 00/100 Dollars dollars (\$) 3,997.00

Payment to be made as follows:

Upon Completion

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurances. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: DEMOLITION OF 525 HART RD. AND  
 322 RAILROAD AVE. OLD VILLAGE HALL**

**Agenda Item No. 7.1**

***Executive Summary:***

As discussed at COTW on June 2, 2014. Demolition of 525 Hart Rd. and 322 Railroad Ave. which is the Old Village Hall. There is a cost savings to the Village for both properties to be demolished at the same time. Note: EHC Industries of Wauconda did the asbestos test and has found asbestos floor tile and mastic. Because of the time sensitive nature as it relates to the BP Settlement, I am recommending for EHC to do the abatement without seeking other bids. This company was highly recommended by Fox Trucking and McHenry County Customs. The fee is \$3,350.00 which must be added to the proposals listed below.

**Proposals:**

Asbestos Abatement.....			\$3,350
<b>Fox Trucking:</b>	Old Village Hall.....	\$7,485.00	
	525 Hart Rd.....	9,150.00	<b>Total.....\$16,635</b>
<b>McHenry County Custom</b>	Old Village Hall.....	\$7,900.00	
	525 Hart Rd.....	8,750.00	<b>Total.....\$16,650</b>
<b>National Wrecking Co.</b>	Old Village Hall.....	\$24,300.00	
	525 Hart Rd.....	39,500.00	<b>Total.....\$63,800</b>

***Recommended Action:***

**Approve:** Please approve Fox Trucking for the demolition of the two sites described.

<b>Committee:</b>		<b>Meeting Date: July 07, 2014</b>	
<b>Lead Department: Administrative</b>		<b>Presenter: Mavor MacGillis</b>	
<b>Item Budgeted: <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</b>			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.			
Please see AIS 5.8 on consent agenda for \$3,977.00 which was taken from the same fund as the amounts on this AIS for \$7,485.00 and \$3,350.00.			
Summary 14,812.00 for this project was taken from fund 50-60-81-88101 budgeted amount 25,000.00 \$10,188.00 under budget.			
<b>Account No(s):</b>	<b>Budget:</b>	<b>Actual Request:</b>	
35-20-86-88601	\$50,000.00	\$9,150.00	
50-60-81-88101	\$25,000.00	\$7,485.00	
		\$3,350.00	
<b>Total:</b>	<b>\$75,000.00</b>	<b>\$19,985.00</b>	
<b>Request is over/under budget:</b>			
<b>Under</b>		<b>\$55,015.00</b>	
<b>Over</b>	-		



**EHC INDUSTRIES, INC.**  
368 Hollow Hill Drive  
Wauconda, IL 60084

Toll Free: (800) 543-1499  
Phone: (847) 526-9515  
Fax: (847) 526-6899

July 2, 2014  
EHC Industries, Inc. Proposal #91591-SH

Mr. Dan MacGillis  
Mayor  
Village of Round Lake  
442 N. Cedar Lake Road  
Round Lake, IL 60073

Re: Asbestos Abatement at 322 Railroad Avenue

Dear Dan,

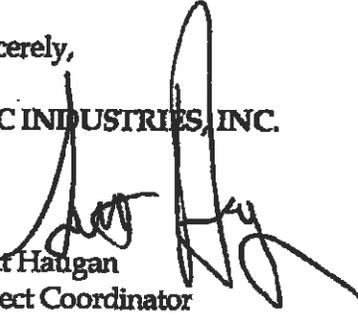
EHC INDUSTRIES, INC. proposes to furnish all the necessary labor, material, equipment, hauling and disposal for the proper removal of asbestos containing floor tile and mastic from above referenced location. Project will require a 10-day IEPA notice and \$150 in fees prior to starting and take one shift to complete.

Price for this project is **THREE THOUSAND THREE HUNDRED FIFTY DOLLARS (\$3,350.00)**.

Thank you for the opportunity to be of service. Should you have any questions or comments, please do not hesitate to call me at our office at (847) 526-9515.

Sincerely,

EHC INDUSTRIES, INC.

  
Scott Hatigan  
Project Coordinator

# FOX TRUCKING & EXCAVATING, INC.

P.O. Box 394 • ANTIOCH, ILLINOIS 60002  
(847) 395-0045 • FAX (847) 395-0058



March 21, 2014

Village of Round Lake  
442N. Cedar Lake Rd.  
Round Lake, IL 60073

RE: Demo

### Village Hall

Demo existing building and haul to approved recycle dump  
Remove existing foundation and haul to recycle dump  
Disconnect water at B-box and cap sewer at property line  
Level off with existing spoils

For the sum of .....\$7,485.00

### Hart Rd

Demo existing building and haul to approved recycle dump  
Remove existing foundation and haul to recycle dump  
Disconnect water at B-box and cap sewer at property line  
Level off with existing spoils

For the sum of .....\$9,150.00

Note: Permits by others. All utility disconnects by others. There are no asbestos reports or asbestos removal including in the quote.

We would like to thank you for giving us the opportunity to quote this project. Feel free to contact us with any questions you may have at (847) 395-0045

Lance Buchta  
Leo J Fox

# McHENRY COUNTY CUSTOM BUILDERS, INC.



Professional General Contractors Since 1954

P. O. BOX 189  
7314 HANCOCK DRIVE  
WONDER LAKE, IL 60097

Phone: 815-653-2051

Fax: 815-653-2081

Email: mchenryctycb@yahoo.com

## DEMO OLD VILLAGE HALL BUILDING BID

3/20/2014

PAGE 1 OF 1

### CUSTOMER:

Russell Kraly, Village Administrator  
Village of Round Lake  
442 N Cedar Lake Rd  
Round Lake, IL 60073 Phone: 847/526-5400

**PRICE TO DEMO OLD VILLAGE HALL BUILDING (1,338 SF) AT  
322 WEST RAILROAD AVE:**

**\$7,900**

### INCLUDED AND OPTIONAL ITEMS IN BID:

LABOR & MATERIAL TO ARRANGE FOR GAS AND ELECTRIC TO BE TURNED OFF AT STREET AND METERS REMOVED (COST IF ANY TO BE PAID BY CITY)	Included
LABOR & MATERIAL TO REMOVE ALL GLASS DOORS AND WINDOWS AND PUT INTO DUMPSTER	Included
LABOR & MATERIAL TO REMOVE OLD WOOD FRAMED AND TARRED ROOF AND PUT INTO DUMPSTER	Included
LABOR & MATERIAL TO KNOCK DOWN 16' TALL CONCRETE BLOCK BUILDING, LOAD ONTO TRUCKS AND HAUL TO RECYCLER	Included
LABOR & MATERIAL TO DIG OUT CONCRETE SLAB FLOOR & HAUL TO RECYCLER (ASSUMING 4" OR LESS IN THICKNESS AND NO FOUNDATION WALLS)	Included
LABOR & MATERIAL TO EXPOSE SEWER LINE FOR CITY TO CAP	Included
LABOR & MATERIAL TO EXPOSE WATER LINE FOR CITY TO CAP	Included
LABOR & MATERIAL TO HAUL 2 LOADS OF DIRT FROM 525 HART RD TO THIS SITE FOR FILL	Included
LABOR & MATERIAL TO GRADE SITE LEVEL, SPREAD HAULED IN DIRT AND PLANT GRASS SEED	Included
ALL PERMITS BY OTHERS	?
DAILY CLEAN UP WITH THE FINAL BEING SPOTLESS	Included
DAILY SAFETY MEASURES	Included

Payment Schedule: 20% Down, Balance upon completion

Time Frame: This job should take approximately 5 days

Ten-year warranty on all labor & materials supplied by McHenry County Custom Builders

**THIS ESTIMATE EXPIRES AUGUST 31, 2014  
LICENSED, BONDED & INSURED**

# McHENRY COUNTY CUSTOM BUILDERS, INC.

Professional General Contractors Since 1954



P. O. BOX 189  
7314 HANCOCK DRIVE  
WONDER LAKE, IL 60097

Phone: 815-653-2051  
Fax: 815-653-2081  
Email: mchenryctycb@yahoo.com

## DEMO HOUSE, GARAGE, AND SHED BID

3/20/2014

PAGE 1 OF 1

### CUSTOMER:

Russell Kraly, Village Administrator  
Village of Round Lake  
442 N Cedar Lake Rd  
Round Lake, IL 60073 Phone: 847/526-5400

**PRICE TO DEMO 1,080 SF HOUSE, BASEMENT, GARAGE &  
SHED AT 525 HART ROAD:**

**\$8,750**

### INCLUDED AND OPTIONAL ITEMS IN BID:

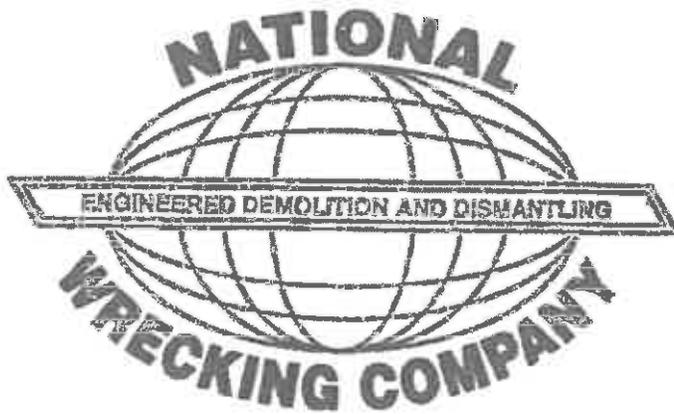
LABOR & MATERIAL TO KNOCK DOWN 30'X36' HOME, 18'X30' GARAGE AND 10'X10' SHED AND PUT INTO DUMPSTER	Included
LABOR & MATERIAL TO DIG OUT CONCRETE BASEMENT (FULL BASEMENT) WALLS, FLOORS AND FOOTINGS, LOAD ONTO TRUCKS AND HAUL TO RECYCLER	Included
LABOR & MATERIAL TO DIG OUT GARAGE AND SHEDS SLAB FOUNDATIONS AND HAUL TO RECYCLER (ASSUMING 4" OR LESS IN THICKNESS)	Included
LABOR & MATERIAL TO DIG OUT FRONT PORCH & SIDEWALK AND HAUL TO RECYCLER	Included
LABOR & MATERIAL FILL IN FOUNDATION HOLE (8' DEEP) WITH DIRT FROM SITE	Included
LABOR & MATERIAL TO GRADE THE GROUND LEVEL WHERE THE OLD THREE BUILDINGS WERE AND SPREAD GRASS SEED	Included
LABOR & MATERIAL TO EXPOSE SEWER LINE FOR CITY TO CAP	Included
LABOR & MATERIAL TO ABANDON & CAP WELL BY OTHERS	?
ALL PERMITS BY OTHERS	?
DAILY CLEAN UP WITH THE FINAL BEING SPOTLESS	Included
DAILY SAFETY MEASURES	Included

Payment Schedule: 20% Down, Balance upon completion

Time Frame: This job should take approximately 4 days

Ten-year warranty on all labor & materials supplied by McHenry County Custom Builders

**THIS ESTIMATE EXPIRES AUGUST 31, 2014  
LICENSED, BONDED & INSURED**



(773) 364-2800  
Fax: (773) 364-0403  
www.nationalwrecking.com

2441 N. LEAVITT STREET, CHICAGO, ILLINOIS 60647

March 26, 2014

Via Email: [rkraly@eroundlake.com](mailto:rkraly@eroundlake.com)

Russ Kraly  
Village Administrator  
Round Lake, Illinois

Re: Residential Demolition  
525 Hart Rd.  
Round Lake, Illinois

### PROPOSAL

We propose to furnish all supervision, labor, tools and equipment necessary to wreck the wood residence and garage located at 525 Hart Rd., Round Lake, Illinois.

The building and associated garage shall be wrecked in their entirety including buildings slabs and foundations.

Any basement or below grade areas will be filled with solid fill and graded level.

All salvage shall become property of the undersigned.

All debris resulting from the above work shall be removed from the premises.

We have included asbestos abatement.

We shall furnish the EPA notification.

We shall arrange for the termination of all utilities except the water service.

Due to unsafe entry into the house, we cannot access the water well. We will attempt to demolish the building while leaving the well intact for closure by others.

In consideration for the above work, the sum of \$39,500.00 shall be paid to the undersigned upon completion.

### EXCLUSIONS:

- The handling, removal or disposal of underground storage tanks.
- Cutting, capping, rerouting or resupporting of the water service.
- Round Lake permit.

March 26, 2014

Russ Kraly  
Village Administrator  
Page Two

Re: Residential Demolition  
525 Hart Rd.  
Round Lake, Illinois

ALTERNATE:

- Wreck 525 Hart Rd. and Old Village Hall.

DEDUCT: \$2,000.00

We maintain \$27,000,000.00 single limit public liability and property damage insurance with full contractual liability coverage at the same limits.

We appreciate this opportunity to quote you and look forward to serving you in the near future.

Very truly yours,

ACCEPTED:

NATIONAL WRECKING COMPANY



Arthur N. Mandell  
Vice President

\_\_\_\_\_  
BY: \_\_\_\_\_

DATE: \_\_\_\_\_

ANM/cc



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: LAKE COUNTY MAJOR CRIME TASK FORCE**

**Agenda Item No. 9.1**

*Executive Summary:*

Attached is an invoice from the Lake County Major Crime Task Force in the amount of \$500.00, which is the membership assessment fee for fiscal year 2014/2015.

The Lake County Major Crime Task Force is a multi-jurisdictional law enforcement task force comprised of law enforcement agencies in Lake County, which concentrate enforcement on major crimes and investigations such as homicides and officer involved shootings which require concentrated high levels of manpower, tools, and skill sets.

The Round Lake Police Department has been a member of the Lake County Major Crime Task Force since its inception. Since that time, RLPD has been a viable contributor to the mission of the Lake County Major Crime Task Force and has assisted in dozens of successful law enforcement operations.

The Round Lake Police Department seeks continued membership in the Lake County Major Crime Task Force.

*Recommended Action:*

Staff recommends continued membership in the Lake County Major Crime Task Force with a membership fee of \$500.00.

<b>Committee: Police</b>		<b>Meeting Date: July 7, 2014</b>	
<b>Lead Department: Police</b>		<b>Presenter: Michael Gillette, Chief of Police</b>	
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
<b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>	<b>Account(s)</b>	<b>Budget</b>	<b>Expenditure</b>
	01-40-72-67204	\$1,930.00	
	Item Requested	\$500.00	\$500.00
	YTD Actual		\$375.00
	Amount Encumbered		\$0.00
	<b>Total:</b>	<b>\$2,430.00</b>	<b>\$875.00</b>
	<b>Request is over/under budget:</b>		
Under		\$1,555.00	
Over	-		

**Resolution 2014-R-\_\_\_\_\_**

**A Resolution Authorizing the Village of Round Lake Police  
Department's Participation in the Lake County Major Crime Task Force**

**WHEREAS**, the Lake County Major Crime Task Force is a multi-jurisdictional law enforcement task force comprised of law enforcement agencies in Lake County, which concentrate on the investigation of serious major crimes; and

**WHEREAS**, the Village President and Board of Trustees find that participation in the Lake County Major Crime Task Force is fiscally prudent and in the interest of public health, safety and welfare; and

**NOW THEREFORE BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Participation in the Lake County Major Crime Task Force is hereby authorized.
2. The Invoice attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's participation in the Lake County Major Crime Task Force and to otherwise implement this resolution.

**APPROVED:**

\_\_\_\_\_  
Daniel A. MacGillis, Village President

**ATTEST:**

\_\_\_\_\_  
Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

# LAKE COUNTY MAJOR CRIME TASK FORCE

*"Serving the People of Lake County with Pride"*

850 Waukegan Road  
Deerfield, IL 60015  
(847) 945-8636

## INVOICE

DATE: June 11, 2014

Chief Michael Gillette  
Round Lake Police Department  
714 W. Townline Road  
Round Lake, IL 60073

### Annual Membership Assessment - 2014

Agency: Round Lake Police Department

Invoice Date: June 11, 2014

Balance Due: \$500

<b>Description:</b>	Pursuant to Article IV, Section 3 and Article VIII, Section 1 of the Lake County Major Crime Task Force By-Laws, each member is assessed \$500.00 annually, to provide general support for the Task Force. Furthermore, agencies with fewer than 15 FTE officers, that do not have the ability to assign an officer to the Task Force, are required to support the Task Force through a support fee in lieu of assigning an officer. The fee structure is; \$1,000 for the first FTE, \$500 for each of the next two officers, and \$250 for each additional FTE.
<b>Amount Due:</b>	<b>\$500</b> for Annual Membership Assessment for the period of January 1 through December 31, 2014.  <b>**Please make checks payable to the Lake County Major Crimes Task Force c/o Chief John Sliozis, Deerfield Police Department, 850 Waukegan Road, Deerfield, IL 60015</b>  <b>*** Task Force FEIN #36-2689307 ***</b>



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: LAKE COUNTY METROPOLITAN ENFORCEMENT GROUP      Agenda Item No. 9.2**

*Executive Summary:*

Attached is an invoice from the Lake County Metropolitan Enforcement Group in the amount of \$12,600, which is the membership assessment fee for fiscal year 2014/2015.

The Lake County Metropolitan Enforcement Group is a multi-jurisdictional law enforcement task force comprised of law enforcement agencies in Lake County, which concentrate enforcement on illegal drugs, gangs and weapons.

The Round Lake Police Department has been a member of LCMEG since May 16, 2006. Since that time, RLPD has worked with LCMEG in dozens of successful law enforcement operations.

The Round Lake Police Department seeks continued membership in LCMEG. The monies used to pay this invoice would be taken from a drug seizure account (actual account number to be determined by Finance Department)

*Recommended Action:*

Staff recommends continued membership in the Lake County Metropolitan Enforcement Group with a membership fee of \$12,600.00.

<b>Committee: Police</b>		<b>Meeting Date: July 7, 2014</b>																														
<b>Lead Department: Police</b>		<b>Presenter: Michael Gillette, Chief of Police</b>																														
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  <b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Account(s)</th> <th style="text-align: right;">Budget</th> <th style="text-align: right;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>01-40-75-77525</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$13,800.00</td> <td style="text-align: right;">\$12,600.00</td> </tr> <tr> <td>YTD Actual</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td>Amount Encumbered</td> <td></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">\$13,800.00</td> <td style="text-align: right;">\$12,600.00</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td></td> <td style="text-align: right;">\$1,200.00</td> </tr> <tr> <td style="text-align: right;">Over</td> <td style="text-align: center;">-</td> <td></td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	01-40-75-77525			Item Requested	\$13,800.00	\$12,600.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00				Total:	\$13,800.00	\$12,600.00	Request is over/under budget:			Under		\$1,200.00	Over	-	
Account(s)	Budget	Expenditure																														
01-40-75-77525																																
Item Requested	\$13,800.00	\$12,600.00																														
YTD Actual		\$0.00																														
Amount Encumbered		\$0.00																														
Total:	\$13,800.00	\$12,600.00																														
Request is over/under budget:																																
Under		\$1,200.00																														
Over	-																															

**Resolution 2014-R-\_\_**

**A Resolution Authorizing the Village of Round Lake Police  
Department's Participation in the Lake County Metropolitan Enforcement Group**

**WHEREAS**, the Lake County Metropolitan Enforcement Group is a multi-jurisdictional law enforcement task force comprised of law enforcement agencies in Lake County, which concentrate on illegal drugs, gangs and weapons; and

**WHEREAS**, the Round Lake Police Department has been a member of the Lake County Metropolitan Enforcement Group since 2006, during which time the Round Lake Police Department has worked with the Lake County Metropolitan Enforcement Group in dozens of successful law enforcement operations; and

**WHEREAS**, the Village President and Board of Trustees find that participation in the Lake County Major Crash Assistance Team is fiscally prudent and in the interest of public health, safety and welfare; and

**NOW THEREFORE BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Participation in the Lake County Metropolitan Enforcement Group is hereby authorized.
2. The Invoice attached hereto as Exhibit A is hereby approved.
3. The Mayor, or his designee, is authorized to perform such other actions required to carry out the Village's participation in the Lake County Metropolitan Enforcement Group and to otherwise implement this resolution.

**APPROVED:**

\_\_\_\_\_  
Daniel A. MacGillis, Village President

**ATTEST:**

\_\_\_\_\_  
Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

**Lake County Metropolitan Enforcement Group**



**INVOICE**

PO Box 1105  
 Libertyville, IL 60048  
 Phone (847) 680-8720 Fax (847)-680-8966

**DATE: JUNE 11, 2014**

**TO:**  
 Chief Michael Gillette  
 Round Lake Police Department  
 741 Townline Road  
 Round Lake, IL 60073

**FOR:**  
 Assessment Fee for fiscal year 2014/2015

DESCRIPTION	Officers	RATE	AMOUNT
Per our Intergovernmental Agreement of sworn police Officers.	21	\$600ea	\$12,600
<p>Make all checks payable to Lake County Metropolitan Enforcement Group.                      Total due 7/1/2014. Overdue accounts subject to a service charge of 1% per month. No charges until after 9/1/2013</p> <p><b>Thank you for your continued support. Please feel free to contact Lorie Suchomel if your records do not agree with the number of officers we have on file. Email: suchomel@isp.state.il.us</b></p>			<p><b>TOTAL</b>  <b>\$ 12,600.00</b></p>



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: POLICE LAW INSTITUTE INVOICE**

Agenda Item No. 9.3

*Executive Summary:*

Attached is the Police Law Institute invoice #12806 in the amount of \$3,328.00 which is the annual membership fee for the period of September 1, 2014 through August 31, 2015.

The Police Law Institute in an Internet-based legal updates training system for sworn employees of the Police Department. Subscription to the Police Law Institute includes the following:

- The Monthly Legal Update & Review™
- Convenience of training from anywhere, 24 hours a day
- Certification of competency – exams scored by the Police Law Institute
- Individual officer result tracking – Management Report detailing each officer's training and competency
- Permanent Annual Lesson Completion reports for each officer
- Individual certificates upon completion of 12 training units
- Training that covers the high-risk legal subject areas, including: Legal Use of Force; Legal Contacts, Investigatory Stops, and Arrests; Legal Searches and Seizures; and Legal Interrogation.

The annual cost is \$128 per sworn member. Based on 26 sworn members, the annual fee is \$3,328.00.

*Recommended Action:*

Staff recommends continued participation and payment of the invoice.

<b>Committee: Police</b>		<b>Meeting Date: August 5, 2013</b>	
<b>Lead Department: Police</b>		<b>Presenter: Michael Gillette</b>	
<b>Item Budgeted:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<b>Account No(s):</b>	<b>Budget:</b>	<b>Actual Request:</b>
	01-40-75-77511	\$2,694.00	
	Item Requested	\$3,510.00	\$3,328.00
	YTD Actual		\$341.34
	Encumbered		\$0.00
	<b>Total:</b>	<b>\$6,204.00</b>	<b>\$3,669.34</b>
<b>Request is over/under budget:</b>			
Under		\$2,534.66	
Over	-		

**Resolution 2014-R-\_\_\_\_\_**

**A Resolution Authorizing the Village of Round Lake Police Department's Participation in the Police Law Institute Training Program and Payment of the Police Law Institute Invoice**

**WHEREAS**, the Police Law Institute is a training provider used by the Village of Round Lake Police Department; and

**WHEREAS**, the Round Lake Police Department has participated in Police Law Institute Training for many years, during which time the Round Lake Police Department has benefited from the training provided through the Police Law Institute; and

**WHEREAS**, the Village President and Board of Trustees find that participation in the Police Law Institute training program is fiscally prudent and in the interest of public health, safety and welfare; and

**NOW THEREFORE BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Participation in the Police Law Institute Training Program is hereby authorized.
2. The Invoice attached hereto as Exhibit A is hereby approved.
3. The Mayor, the Chief of Police, or his designee, is authorized to perform such other actions required to carry out the Village's participation in the Police Law Institute training program and to otherwise implement this resolution.

**APPROVED:**

\_\_\_\_\_  
Daniel A. MacGillis, Village President

**ATTEST:**

\_\_\_\_\_  
Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

**POLICE  
L@W  
INSTITUTE**

Police Law Institute  
PO Box 49  
North Liberty, IA 52317

**INVOICE**

Date
8/30/2014

Round Lake Police Department 741 W Town Line Rd Round Lake, IL 60073
--

PD Number	Invoice Number
	12805

Renewal	Transaction	Amount	Balance
8/1/2014	IL MLUR - 28 units @ \$128.00 each for 8/1/2014 through 8/31/2015	\$3,328.00	\$3,328.00
<b>DUE NET 30</b>			

Days Past Due					Amount Due
Current	1-30	31-60	61-90	Over 90	
\$3,328.00					\$3,328.00

**Thank You For Your Business**



**Resolution 2014-R-\_\_\_**

**A Resolution Adopting the School Resource Officer Intergovernmental Agreement Between The Village of Round Lake And The Board of Education of Round Lake Area Schools Community Unit School District 116**

**WHEREAS**, the Board of Education of Round Lake Area Schools Community Unit School District 116 offices and Round Lake High School is located in the Village of Round Lake, Lake County Illinois:

**WHEREAS**, the Village President and Board of Trustees find that adopting the School Resource Officer Intergovernmental Agreement between The Village of Round Lake and the Board of Education of Round Lake Area Schools Community Unit School District 116 is fiscally prudent and in the interest of public health, safety and welfare; and

**NOW THEREFORE BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

1. Adoption of the School Resource Officer Intergovernmental Agreement between the Village of Round Lake and The Board of Education of Round Lake Area Schools Community Unit School District 116 is hereby authorized.
2. The Mayor, the Chief of Police or their designee, is authorized to perform such other actions required to carry out the Village's participation in the School Resource Officer Intergovernmental Agreement between The Village of Round Lake and the Board of Education of Round Lake Area Schools Community Unit School District 116 and to otherwise implement this resolution.

**APPROVED:**

\_\_\_\_\_  
Daniel A. MacGillis, Village President

**ATTEST:**

\_\_\_\_\_  
Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

**SCHOOL RESOURCE  
INTERGOVERNMENTAL AGREEMENT**

Intergovernmental Agreement (referred to as the "Agreement") is entered into this 1<sup>st</sup> day of August, 2014, between the VILLAGE OF ROUND LAKE, and Illinois municipal corporation (referred to as "Village") and the BOARD OF EDUCATION OF ROUND LAKE AREA SCHOOLS COMMUNITY UNIT SCHOOL DISTRICT 116, LAKE COUNTY, a body politic and corporate of the State of Illinois municipal corporation (referred to as "School District").

**RECITALS:**

**WHEREAS**, the Village and School District are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.; as authorized by Article VII, Section 10 of the 1970 Constitution of the State of Illinois; and the Illinois Constitution and the Illinois statute encourage and provide for units of local government to cooperate and to enter into intergovernmental agreements in any manner not prohibited by law or ordinance, to their mutual benefit; and

**WHEREAS**, the School District has determined that it presently has a need for an on-site school resource officer (SRO) and related service and supervision at its school location known as the Round Lake High School located at 800 North High School Drive, in the Village of Round Lake; and

**WHEREAS**, the Village has determined that it can provide the onsite services the School District desires; and

**WHEREAS**, the Village desires to accommodate all reasonable needs and special circumstances of the School District including arrangements for the special assignment of police personnel for the benefit of the School District;

**WHEREAS**, the parties acknowledge and agree that such services will involve additional expense and costs appropriate for payment and reimbursement by the School District

**NOW, THEREFORE**, in consideration of the promises and mutual covenants contained in this Agreement, the parties agree as follows:

**1. Recitals Incorporated.**

1.1. The foregoing recitals are incorporated in and made a part of this Agreement as though fully set forth.

**2. Services to School District.**

2.1 As hereinafter specified, the Village shall provide special police services to the School District and the School District shall compensate the Village costs for such services.

2.2. Assignment Detail – School Resource Officers (hereinafter also referred to as "SRO").

2.2.1. The Village shall supply the School District with one (1) sworn police officer to act as the SRO at the Round Lake High School during the regular school year. The SRO will have successfully completed the 40 hour Juvenile Specialist Course and the 40 hour School Resource Officer Training Course.

2.2.2. The selection and assignment of each SRO will be at the discretion of the Village Chief of Police.

2.2.3. The School District shall provide written notice to the Village in the event the School District becomes dissatisfied with the performance of an SRO. The Village shall immediately remove an assigned SRO from the School District assignment at the request of the School District. Upon request of the School District, the Village shall promptly provide a replacement for any SROs removed. It shall be in the Village's sole discretion to further train the SRO or provide the School District with a replacement SRO. If the SRO is reassigned by the Village and the SRO position is vacant for any timeframe, there will be no debt incurred and no reimbursement required to the Village by the School District for the timeframe that the School District was without a School Resource Officer.

2.2.4 The Village police department will be the sole provider of police services to the School District at the Round Lake High School.

2.2.5. The SRO will be present at the assigned school on all School Days during school hours and for certain extra school-related activities to perform the duties and responsibilities identified in this agreement. The designated SRO may be assigned to other, non-school related police functions during such periods when the school is not in session, such as vacation and holiday periods, and shall always be subject to call for other non-school related police functions as the Village deems necessary. In the event the assigned SRO is unavailable for duty when school is in session, the Village shall, depending upon available personnel, provide a substitute to perform the SRO duties until he/she is available. If no SRO is available and the SRO position is vacant for any timeframe, there will be no debt incurred and no reimbursement required to the Village by the School District for the timeframe that the School District was without a School Resource Officer.

### 2.3. Village Employee Status.

2.3.1. Each SRO shall be an employee of the Village and shall receive compensation and benefits from the Village in accordance with any applicable bargaining agreement covering the SRO and any applicable Village rules, regulations, policies and standard operating procedures, as the same may be amended from time to time. The SRO shall not have any benefit, status, or right of employment in the School District.

2.3.2. Each SRO shall at times remain under the supervision, direction and control of the Village, specifically the Village Chief of Police or his designee, in accordance with applicable ordinances, statutes, rules and regulations.

2.3.3. An SRO shall be subject to discipline by the Village and not by the School District.

### 2.4. SRO Responsibilities.

The designated SRO shall:

- a. act in the capacity of a sworn, on-duty police officer.
- b. protect students, faculty and schools from theft, vandalism, assault and other violations of the law.
- c. act as a liaison between the School District, the community, and local law enforcement.

- d. patrol the school and school grounds as deemed necessary for the safety and well-being of students, faculty and parents.
- e. promote, develop and maintain positive relations with students, parents, school staff, and local law enforcement officers.
- f. interact with students as a positive role model, especially during lunch periods, passing periods and at dismissal times.
- g. participate in prevention programs, as requested by School Administration.
  - 1. help research, plan, and implement preventative programs in the area of anti-gang involvement.
  - 2. help research, plan, and implement preventive programs in the areas of drugs and narcotics.
  - 3. serve as a resource in the preparation of educational programs concerning social problems in which violations of the law may be involved.
  - 4. be available for presentations on law enforcement, safety and good citizenship.
- h. communicate with School District Building Administration
  - 1. maintain a daily record of activities and provide to Administration as requested.
  - 2. meet with Administration regularly to discuss and evaluate SRO activities.
  - 3. provide information and reports in a timely manner to appropriate School District Administration.
- i. interact with students
  - 1. when necessary, act as a truant officer limited only to those high school students who reside within the jurisdictional boundaries of the Village of Round Lake, Illinois, and after the Lake County PASS program has been used to its fullest extent, and as the Lake County Courts accepts police involvement in truancy cases at the local level.
  - 2. assist with dealing with students who leave the school without authorization.
  - 3. refer discipline violations/concerns to the appropriate school administrator and work closely with them to resolve the problem.
  - 4. deal effectively with juvenile offenders who violate the law.
  - 5. work with students who are victims of juvenile dependency, neglect, crime or are a witness to a crime.
- j. participate in arrest situations that occur on school property
  - 1. enforce the statutes and ordinances of the State of Illinois and the Village having jurisdiction for the school.
  - 2. affect an arrest as appropriate.

3. report the incident to the appropriate law enforcement agency and attempt to de-escalate the situation as appropriate.
- k. provide case reports to the School District and appropriate law enforcement agencies in accordance with the Reciprocal Reporting Agreement.
- l. assist the School Administration in the solution of theft, vandalism, trespassing, and false problems.
- m. assist with traffic control on school site as requested.
- n. check for unauthorized personnel in and around school property.
- o. work in a cooperative manner with local law enforcement and social service agencies.
- p. maintain confidentiality of student record information in accordance with the Illinois School Student Records Act (105 ILCS 10.6). However, as an employee of the Police Department the SRO will not have access to confidential student records other than information that is disclosed by District personnel in conjunction with SRO duties.
- q. provide police services and assist the school administration with crowd and vehicle control at special events.
- r. develop working relationship with other SROs in other schools to exchange ideas and information.
- s. provide input, as requested, into the School District's Comprehensive School Safety Plan.
- t. perform other duties within the scope of his/her law enforcement agency's responsibilities as assigned by the School Administration for the good of the School District.
- u. inspect school property and observe activities on school property for unsafe conditions, which may lead to injury, and report all potential safety hazards to School Administration.
- v. work with School Administration to develop and maintain a program of safe conditions and practices for the welfare of the school community.
- w. maintain office hours in the school each day as considered necessary by the School Administration.
- x. attend student disciplinary hearings as needed by the School District to assist administration in the presentation of evidence to the Board of Education.

**3. Prosecution.**

Prosecution of all defendants charged with violations by the Department shall be performed by the Village Prosecutor or the Lake County State's Attorney's Office.

**4. Press Releases.**

The Chief of Police of the Village will work in consultation with the Superintendent of the School in furnishing information to the press and the general public, and in connection therewith, shall

report specific details of incidents and names of persons involved therewith as in the sole discretion of each shall be deemed proper and lawful. In accordance with the Reciprocal Reporting Act and the School Code, the Village Chief of Police shall facilitate the exchange of information with the Superintendent of the School District regarding reports and details of the specified incidents and charges involving School District students or staff.

**5. Limits of Authority.**

This Agreement shall not be construed as to limit in any way the authority of the officers of the police department to enforce laws and ordinances of the State of Illinois and the Village of Round Lake as otherwise authorized by applicable law, either on or off of the properties of the School District, whether or not such police officers are working as an SRO.

**6. Equipment and Facilities.**

The SRO and any vehicle or equipment utilized in the performance of this Agreement shall at all times be and remain under the control, maintenance, insurance, and ultimate direction of the Village. The School District will provide a private office space, office supplies and a computer, to facilitate the performance of SRO duties.

**7. Mutual Indemnification.**

The Village specifically agrees to indemnify, protect, defend and hold harmless the School District, its elected officials, clerks, employees and agents from and against any damages, claims, demands, losses, expenses and suits including reasonable attorneys' fees, by any persons or entities, which arise out of or result from any negligent act or omission on the part of the Village in the performance of this Agreement. The School District specifically agrees to indemnify, protect, defend and hold harmless the Village, its elected officials, clerks, employees and agents from and against any damages, claims, demands, losses, expenses and suits, including reasonable attorneys' fees, by any persons or entities, which arise out of or result from any negligent act or omission on the part of the School District in the performance of this Agreement.

**8. Compensation and Reimbursement of Costs.**

8.1. The School District shall not be liable for the direct payment of wages or other compensation or benefits to the SRO providing services to the School District pursuant to this Agreement. Based upon the amount of days the assigned SRO's actually performs services for the School District, the School District shall reimburse the Village a prorated portion of each assigned SRO's compensation package (the "Cost") for the actual days the police officer works in the school as an SRO. The cost for the assigned SRO's shall be calculated by the Village and reported to and paid by the School District monthly. An itemized listing of the SRO, his/her salary, all applicable benefits and the number of contract days must be provided to the School District at the beginning (projected) and at the end of the school year (actual). A monthly itemized listing should accompany the invoice for payment to support the invoice amount.

For School District budgeting purposes, the Village's present good faith estimate of those costs are as follows:

Round Lake High School: \$275.00 per day

Failure to bill the School District by June 30<sup>th</sup> for any invoice from the prior school year shall result in the waiving of that invoice.

8.2. There is no Village obligation to continue any provision of this Intergovernmental Agreement should funding from the School District cease or be modified from the terms of this Intergovernmental Agreement.

**9. Term/Duration.**

This Intergovernmental Agreement shall be effective upon final approval of the President and Board of Trustees of the Village and the Board of Education of the School District. It shall remain in effect until July 31, 2015.

**10. Default.**

In the event that either Party to this Agreement fails to perform any of the terms and conditions contained herein said Party shall be considered to be in default of this Agreement. Upon written notification from the non-defaulting Party, the defaulting Party shall have thirty (30) days from the receipt of said notice to remedy the default or to commence activities to remedy the default if the default cannot reasonably be remedied within the thirty (30) day period. Should the defaulting Party fail to remedy the default, or take action to remedy the default, if applicable, within the thirty (30) day period, the non-defaulting Party may terminate this agreement and/or take such actions as available in law or equity.

**11. Non-Assignment.**

Neither the Village nor School District may assign, transfer or convey this Agreement or their rights and duties or obligations under it or any part of it without the prior written consent of the other party.

**12. Notices.**

All notices, reports, or correspondence required or contemplated by this Agreement must be in writing, delivered personally or by first class mail, postage prepaid, addressed to:

For Village: Village Clerk  
Village of Round Lake  
444 North Cedar Lake Road  
Round Lake, IL 60073

For School District: Superintendent  
Round Lake Area Schools  
Community Unit School District 116  
316 South Rosedale Court  
Round Lake, IL 60073

**13. Governing Law.**

This Agreement and the rights and responsibilities of the parties hereto shall be interpreted and enforced in accordance with the laws of the State of Illinois.

**14. Complete Understanding.**

This Agreement sets forth all the terms and conditions, and agreements and understandings between the Parties relative to the subject matter hereof and there are no other agreements or conditions, either oral or written, expressed or implied, between them other than as herein set forth.

**15. Waiver.**

No waiver of any default of any Party hereunder shall be implied from an omission of any Party to take any action on account of such default and no express waiver shall affect any default other than the default specified in that express waiver and then only for the time and to the extent therein stated.

**16. No Third Party Beneficiary.**

This Agreement is entered into solely for the benefit of the contracting Parties, and nothing in this Agreement is intended, either expressly or impliedly, to provide any right or benefit of any kind whatsoever to any person or entity who is not a party to this Agreement, or to acknowledge, establish or impose any legal duty to any third party.

**17. Execution.**

Each Party warrants to the other that it is authorized to execute, deliver, and perform this Agreement and that the individuals signing on behalf of them is authorized to execute this Agreement in the name of the party on whose behalf he or she executes it.

**IN WITNESS WHEREOF**, the parties set their hands and seals on the date written above.

**VILLAGE OF ROUND LAKE,  
an Illinois municipal corporation;**

**BOARD OF EDUCATION OF  
ROUND LAKE AREA SCHOOLS  
COMMUNITY UNIT SCHOOL  
DISTRICT 116, a body politic and  
corporate of the State of Illinois;**

By: \_\_\_\_\_

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: AMENDED FYE APRIL 30, 2015 SALARY ORDINANCE**

**Agenda Item No. 15.1**

*Executive Summary:*

The Village Board approved Ordinance 14-O-11 at the May 19, 2014 Board meeting. The Ordinance, an employee compensation plan for the fiscal year ended April 30, 2015, did not include an authorized position for the Village Administrator. At the time the Ordinance was approved a management consultant was in place as Village Administrator, thus the reason the position was excluded from the compensation plan.

The amended employee compensation plan includes an authorized position for Village Administrator. Attached is the ordinance and related exhibit along with the original exhibit listing grade 25 with no positions authorized in such grade.

*Recommended Action:*

Adopt an Ordinance Amending the Fiscal Year End April 30, 2015 Employee Compensation Plan.

<b>Committee:</b> Human Resources & Finance		<b>Meeting Date:</b> 07/07/14	
<b>Lead Department:</b> Administration		<b>Presenter:</b> Steve Shields	
Item Budgeted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A			
If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.	<b>Account(s)</b>	<b>Budget</b>	<b>Expenditure</b>
	Item Requested		
	All Other Items		
	Y-T-D Actual		
	Encumbered		
	Total:	<b>\$0.00</b>	<b>\$0.00</b>
	Request is over/under budget:		
	Under -		
Over -			

**ORDINANCE NO. 14-O-\_\_\_**

**AMENDED EMPLOYEE COMPENSATION PLAN**

**WHEREAS**, the Board of Trustees has previously implemented Employee Compensation Plan Guidelines; and

**WHEREAS**, the Board of Trustees deems it appropriate to confirm that these guidelines shall continue as the compensation guidelines applicable to Village employees as from time to time confirmed by the yearly budget approved by the Board of Trustees and further conditioned in this ordinance; and

**WHEREAS**, the Metropolitan Alliance of Police bargaining unit employees have an agreement which specifies a compensation plan for such members; and

**WHEREAS**, the International Union of Operating Engineers, Local 150, AFL-CIO bargaining unit employees have an agreement which specifies a compensation plan for such members.

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ROUND LAKE, LAKE COUNTY, ILLINOIS as follows:**

**SECTION 1:** The foregoing findings and recitals, and each of them, are hereby adopted as Section 1 of this Ordinance and are incorporated by reference as if set forth verbatim herein.

**SECTION 2:** That the Guidelines for Employee Compensation are hereby confirmed as the applicable guidelines to be confirmed yearly by approval of the Village Budget, or as set forth in a duly approved collective bargaining agreement.

**SECTION 3:** That in conjunction with such guidelines, the Mayor, or his designee, is authorized to hire the number of positions provided for in Exhibit 1, except where Village Board approval is required by law.

**SECTION 4:** All Ordinances in conflict with this Ordinance, to the extent of such conflict are hereby repealed.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

**APPROVED:**

---

Daniel A. MacGillis, Village President

**ATTEST:**

---

Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**PUBLISHED IN  
PAMPHLET FORM:**

**AYES:**

**NAYS:**

**ABSENT:**

Village of Round Lake, Illinois - Compensation Plan  
 For the Fiscal Year Ended April 30, 2015  
 Cost of Living Adjustment: 2.2%

Grade	Steps										
	A	B	C	D	E	F	G	H	I	J	K
001	<u>No Positions Authorized in this Grade</u>										
	\$14.67	\$15.19	\$15.72	\$16.27	\$16.84	\$17.43	\$18.04	\$18.67	\$19.32	\$20.00	\$20.70
002	<u>No Positions Authorized in this Grade</u>										
	\$31,737	\$32,848	\$33,998	\$35,187	\$36,419	\$37,694	\$39,013	\$40,378	\$41,792	\$43,254	\$44,768
003	<u>Community Service Officer: 1</u>										
	\$33,008	\$34,163	\$35,359	\$36,596	\$37,877	\$39,203	\$40,575	\$41,995	\$43,465	\$44,986	\$46,561
004	<u>Records Clerk: 1, Part-Time Records Clerk: 1</u>										
	\$34,328	\$35,529	\$36,773	\$38,060	\$39,392	\$40,770	\$42,197	\$43,674	\$45,203	\$46,785	\$48,422
005	<u>Administrative Support Assistant: 5, Administrative Support Assistant Part-Time: 1, Records Manager: 1</u>										
	\$35,700	\$36,950	\$38,243	\$39,582	\$40,967	\$42,401	\$43,885	\$45,421	\$47,011	\$48,656	\$50,359
006	<u>Facility and Fleet Manager: 1</u>										
	\$37,128	\$38,427	\$39,772	\$41,164	\$42,605	\$44,096	\$45,639	\$47,237	\$48,890	\$50,601	\$52,372
007	<u>Executive Support Assistant: 1</u>										
	\$38,614	\$39,966	\$41,364	\$42,812	\$44,311	\$45,861	\$47,467	\$49,128	\$50,847	\$52,627	\$54,469
008	<u>No Positions Authorized in this Grade</u>										
	\$40,158	\$41,563	\$43,018	\$44,524	\$46,082	\$47,695	\$49,364	\$51,092	\$52,880	\$54,731	\$56,647
009	<u>Code Enforcement Officer: 2</u>										
	\$41,765	\$43,227	\$44,740	\$46,306	\$47,927	\$49,604	\$51,340	\$53,137	\$54,997	\$56,922	\$58,914
010	<u>No Positions Authorized in this Grade</u>										
	\$43,435	\$44,956	\$46,529	\$48,158	\$49,843	\$51,588	\$53,393	\$55,262	\$57,196	\$59,198	\$61,270
011	<u>No Positions Authorized in this Grade</u>										
	\$45,172	\$46,753	\$48,389	\$50,083	\$51,836	\$53,650	\$55,528	\$57,471	\$59,483	\$61,565	\$63,720
012	<u>No Positions Authorized in this Grade</u>										
	\$46,980	\$48,624	\$50,326	\$52,087	\$53,910	\$55,797	\$57,750	\$59,771	\$61,863	\$64,028	\$66,269
013	<u>No Positions Authorized in this Grade</u>										
	\$48,858	\$50,568	\$52,338	\$54,170	\$56,066	\$58,028	\$60,059	\$62,161	\$64,337	\$66,589	\$68,919
014	<u>No Positions Authorized in this Grade</u>										
	\$50,813	\$52,591	\$54,432	\$56,337	\$58,309	\$60,350	\$62,462	\$64,648	\$66,911	\$69,252	\$71,676
015	<u>No Positions Authorized in this Grade</u>										
	\$52,845	\$54,695	\$56,609	\$58,591	\$60,641	\$62,764	\$64,961	\$67,234	\$69,587	\$72,023	\$74,544
016	<u>Human Resource Coordinator/Accountant: 1</u>										
	\$54,960	\$56,883	\$58,874	\$60,935	\$63,067	\$65,275	\$67,559	\$69,924	\$72,371	\$74,904	\$77,526
017	<u>No Positions Authorized in this Grade</u>										
	\$57,158	\$59,159	\$61,229	\$63,372	\$65,590	\$67,886	\$70,262	\$72,721	\$75,266	\$77,901	\$80,627
018	<u>No Positions Authorized in this Grade</u>										
	\$59,444	\$61,524	\$63,677	\$65,906	\$68,213	\$70,600	\$73,071	\$75,629	\$78,276	\$81,016	\$83,851

Village of Round Lake, Illinois - Compensation Plan  
 For the Fiscal Year Ended April 30, 2015  
 Cost of Living Adjustment: 2.2%

Grade	Steps										
	A	B	C	D	E	F	G	H	I	J	K
019	<u>No Positions Authorized in this Grade</u>										
	\$61,821	\$63,985	\$66,224	\$68,542	\$70,941	\$73,424	\$75,994	\$78,653	\$81,406	\$84,255	\$87,204
019A	<u>Commanders: 2</u>										
	\$64,918	\$67,191	\$69,542	\$71,976	\$74,495	\$77,103	\$79,801	\$82,594	\$85,485	\$88,477	\$91,574
020	<u>No Positions Authorized in this Grade</u>										
	\$66,167	\$68,483	\$70,880	\$73,361	\$75,929	\$78,586	\$81,337	\$84,183	\$87,130	\$90,179	\$93,336
021	<u>No Positions Authorized in this Grade</u>										
	\$66,866	\$69,207	\$71,629	\$74,136	\$76,731	\$79,416	\$82,196	\$85,073	\$88,050	\$91,132	\$94,322
022	<u>No Positions Authorized in this Grade</u>										
	\$69,541	\$71,975	\$74,494	\$77,101	\$79,800	\$82,593	\$85,484	\$88,476	\$91,572	\$94,777	\$98,094
023	<u>No Positions Authorized in this Grade</u>										
	\$72,322	\$74,853	\$77,473	\$80,185	\$82,991	\$85,896	\$88,902	\$92,014	\$95,234	\$98,567	\$102,017
023A	<u>Finance Director: 1 &amp; Director Public Works: 1</u>										
	\$74,640	\$77,252	\$79,956	\$82,754	\$85,651	\$88,649	\$91,751	\$94,963	\$98,286	\$101,726	\$105,287
024	<u>Police Chief: 1</u>										
	\$75,215	\$77,848	\$80,572	\$83,392	\$86,311	\$89,332	\$92,459	\$95,695	\$99,044	\$102,510	\$106,098
025	<u>Village Administrator: 1</u>										
	\$78,224	\$80,962	\$83,795	\$86,728	\$89,764	\$92,905	\$96,157	\$99,523	\$103,006	\$106,611	\$110,343

**Employees At Top of Range  
 Performance Rates - Range of Percentage to Use  
 For Exemplary Performance**

0.00%

Performance pay is annual salary times a percentage above to arrive at a one time amount for those that are at the maximum step.

**Other Part-Time Employee Rates**

<u>Position Description</u>	<u>Hourly Rate</u>	<u>Authorized</u>
Police Officer	\$20.03	4
Public Works Employee	\$10.72	2 (including seasonal workers)
Community Service Officer	\$14.67	-
Accountant	\$23.49	-
Interns	\$15.61	-
Snow Plow Operators	\$15.64	5

**Note:** The number after the position description represents positions authorized in the budget document. The grades that state "No Positions Authorized in this Grade" means for the current fiscal year end those grades have no budgeted positions.

**Village of Round Lake, Illinois - Compensation Plan  
For the Fiscal Year Ended April 30, 2015  
Cost of Living Adjustment: 2.2%**

**Exhibit 1**

Ordinance 14-0-11  
5/19/14

Grade	Steps										
	A	B	C	D	E	F	G	H	I	J	K
019	<u>No Positions Authorized in this Grade</u>										
	\$61,821	\$63,985	\$66,224	\$68,542	\$70,941	\$73,424	\$75,994	\$78,653	\$81,406	\$84,255	\$87,204
019A	<u>Commanders: 2</u>										
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021	<u>No Positions Authorized in this Grade</u>										
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022	<u>No Positions Authorized in this Grade</u>										
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	\$72,322	\$74,853	\$77,473	\$80,185	\$82,991	\$85,896	\$88,902	\$92,014	\$95,234	\$98,567	\$102,017
023A	<u>Finance Director: 1 &amp; Director Public Works: 1</u>										
	\$74,640	\$77,252	\$79,956	\$82,754	\$85,651	\$88,649	\$91,751	\$94,963	\$98,286	\$101,726	\$105,287
024	<u>Police Chief: 1</u>										
	\$75,215	\$77,848	\$80,572	\$83,392	\$86,311	\$89,332	\$92,459	\$95,695	\$99,044	\$102,510	\$106,098
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**Employees At Top of Range  
Performance Rates - Range of Percentage to Use  
For Exemplary Performance**

0.00%

Performance pay is annual salary times a percentage above to arrive at a one time amount for those that are at the maximum step.

**Other Part-Time Employee Rates**

<u>Position Description</u>	<u>Hourly Rate</u>	<u>Authorized</u>
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Community Service Officer	\$14.67	-
Accountant	\$23.49	-
Interns	\$15.61	-
Snow Plow Operators	\$15.64	5

**Note:** The number after the position description represents positions authorized in the budget document. The grades that state "No Positions Authorized in this Grade" means for the current fiscal year end those grades have no budgeted positions.



VILLAGE OF ROUND LAKE  
**AGENDA ITEM SUMMARY**

**TITLE: VILLAGE ADMINISTRATOR APPOINTMENT AND  
 EMPLOYMENT AGREEMENT**

**Agenda Item No. 15.3**

*Executive Summary:*

Attached is an employment contract with Steven Shields as the Village Administrator for review and discussion.

*Recommended Action:*

Adopt a Resolution Approving the Appointment of Steven J. Shields as Village Administrator and Approving an Employment Agreement

<b>Committee:</b> -	<b>Meeting Date:</b> 07/07/14																														
<b>Lead Department:</b> Administration	<b>Presenter:</b> Steve Shields																														
<b>Item Budgeted:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A  <b>If amount requested is over budget, a detailed explanation of what account(s) the overage will be charged to will be provided in the Executive Summary or attached detail.</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Account(s)</th> <th style="width: 30%;">Budget</th> <th style="width: 30%;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>Item Requested</td> <td></td> <td></td> </tr> <tr> <td>All Other Items</td> <td></td> <td></td> </tr> <tr> <td>Y-T-D Actual</td> <td></td> <td></td> </tr> <tr> <td>Encumbered</td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: center;">\$0.00</td> <td style="text-align: center;">\$0.00</td> </tr> <tr> <td colspan="3">Request is over/under budget:</td> </tr> <tr> <td style="text-align: right;">Under</td> <td colspan="2">-</td> </tr> <tr> <td style="text-align: right;">Over</td> <td colspan="2">-</td> </tr> </tbody> </table>	Account(s)	Budget	Expenditure	Item Requested			All Other Items			Y-T-D Actual			Encumbered						Total:	\$0.00	\$0.00	Request is over/under budget:			Under	-		Over	-	
Account(s)	Budget	Expenditure																													
Item Requested																															
All Other Items																															
Y-T-D Actual																															
Encumbered																															
Total:	\$0.00	\$0.00																													
Request is over/under budget:																															
Under	-																														
Over	-																														

**Resolution 2014-R-\_\_**

**A Resolution Approving the Appointment of Steven J. Shields  
as Village Administrator and Approving an Employment Agreement**

**WHEREAS**, pursuant to Section 2.20.010 of the Round Lake Village Code, the President has appointed Steven J. Shields as the Village Administrator commencing July 7, 2014; and

**WHEREAS**, by approval of the Employment Agreement, which is attached hereto as Exhibit A, the Village Board does hereby consent to and approve such appointment pursuant to Section 2.20.010 of the Round Lake Village Code; and

**WHEREAS**, The Village President and Board of Trustees find that entry into the attached Employment Agreement with Steven J. Shields for the position of Village Administrator is in the best interests of the Village of Round Lake; and

**NOW THEREFORE BE IT RESOLVED** by the Village President and Board of Trustees of the Village of Round Lake as follows:

**SECTION ONE:** That the above recitals are hereby incorporated into this Resolution as if set forth verbatim.

**SECTION TWO:** That the appointment of Steven J. Shields to the position of Village Administrator is hereby approved.

**SECTION THREE:** That the Employment Agreement, attached hereto as Exhibit A, is hereby approved.

**SECTION FOUR:** That the Mayor is authorized to sign the Employment Agreement in substantially the form attached hereto and incorporated as Exhibit A. Prior to executing the agreement, the Mayor and Village Attorney are authorized to make changes to the agreement which do not materially change the obligations of the Village thereunder.

**SECTION FIVE:** The Mayor, Village Administrator and Village Attorney are authorized to take all necessary actions to carry out the purpose of this Resolution.

**SECTION SIX:** This Resolution shall be in full force and effect from and after its passage and approval as required by law.

**APPROVED:**

---

Daniel A. MacGillis, Village President

**ATTEST:**

---

Patricia C. Blauvelt, Village Clerk

**PASSED:**

**APPROVED:**

**AYES:**

**NAYS:**

**ABSENT:**

EMPLOYMENT AGREEMENT  
BETWEEN  
THE VILLAGE OF ROUND LAKE  
AND  
STEVEN SHIELDS FOR VILLAGE ADMINISTRATOR  
July 7, 2014

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WHEREAS, the Village of Round Lake (hereinafter "Employer" or "Village") has hired Steven Shields (hereinafter "Employee") as Village Administrator; and

WHEREAS, Employer desires to retain Employee as Village Administrator for an indefinite period, subject to certain conditions; and

WHEREAS, Employee desires to serve as Village Administrator for an indefinite period, subject to certain conditions; and

WHEREAS, the parties agree it is in their mutual best interests to establish in writing the terms and conditions for Employee to serve as Village Administrator;

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

**Section 1. Incorporation of Recitals.**

The above recitals are incorporated into the agreement in full.

**Section 2. Term of Agreement.**

The term of this agreement shall commence on July 7, 2014 and shall continue until terminated as set forth below.

**Section 3. Duties and Responsibilities.**

Employee shall perform the functions and duties of the office of Village Administrator as set forth in the Village of Round Lake Code, as amended from time to time, and to perform such other duties and functions as the Village Board may from time to time direct.

**Section 4. Compensation.**

A. Employee shall receive the salary set forth in the Village salary ordinance for employees classified as "Village Administrator" or Grade 25, Step H. Upon the effective date of this agreement, such salary is One Hundred Three Thousand, Six Dollars (\$103,006.00) per year. Salary shall be payable in installments according to Employer's regular payroll cycle.

B. Increases or decreases in Employee's salary shall be set by the Village Board in the salary ordinance at the discretion of the Village President and Board of Trustees.

**Section 5. Insurance.**

Employee shall be allowed to participate in such group benefits plans as are offered to other employees of the Village.

**Section 6. Vacation and Sick Leave.**

Employee shall accrue vacation and sick time in accord with the Village's employee manual.

**Section 7. Automobile.**

Employer shall provide Employee with a monthly car allowance payable on or about the first day of each month in the amount of \$250. Said allowance shall be intended to reimburse Employee for local travel within Lake County and long distance travel within the State of Illinois.

**Section 8. Retirement.**

Employee intends to continue to participate in the IMRF Retirement Plan and in addition to such Plan, Employer agrees to contribute 1% of the Employee's annual salary to the Village's deferred compensation plan on the Employee's behalf.

**Section 9. Professional Seminars and Duty Related Travel.**

Employer in its sole discretion may approve Employee's membership in State, local and professional associations necessary and desirable for Employee's continued participation, professional growth and the good of the Village. For those association memberships approved by Employer, Employer shall budget and pay for all dues, subscriptions, expenses, travel and related expenses of Employee.

**Section 10. Equipment.**

Employer may issue such other equipment to employee as it deems necessary. (hereinafter "Equipment") from time to time. All Equipment shall remain the property of the Village, shall be used only for Village business, and shall be returned to the Village upon termination of employee's employment. Employee understands that the equipment is subject to inspection by Village officials and that employee shall have no expectation of privacy with respect to any Equipment, including but not limited to Employee's Village email accounts.

**Section 11. Termination.**

A. This agreement shall terminate upon the occurrence of any of the following:

- (1) Immediate Termination of the services of the Employee by the Village President in accord with the Village Code provisions pertaining to the Village Administrator;
- (2) Termination of the services of the Employee by the Village President for Cause, as defined below; or
- (3) Resignation by the Employee upon the insistence of the Village President or Village Board; or
- (4) Voluntary Resignation or retirement by Employee upon forty-five (45) days prior written notice to the Village President; or
- (5) The death of the Employee.

B. For purposes of this Agreement, "Cause" means (i) misfeasance or malfeasance in office, fraud, misappropriation or embezzlement involving property of the Village, or any other intentional wrongful acts which involve personal gain to the Employee; (ii) conviction by the Employee of a felony; and/or (iii) material breach by the Employee of the provisions of this Agreement.

**Section 12. Severance and Benefits Upon Termination.**

A. If this Agreement is terminated pursuant to Section 11.A(1) or (3) above, Employee shall be paid an amount equal to four (4) months pay as severance. Payment shall be made in equal installments as part of the Village's normal payroll unless otherwise agreed to by the parties. "Severance" shall mean the payment called for in this paragraph A. During the four (4) month severance period, Employee shall be allowed to continue in the group benefits plans as are offered to other employees of the Village.

B. If this Agreement is terminated pursuant to Section 11.A(1), (2), (3) or (4) above, Employee shall be paid an amount equal to his unused floating holiday hours and vacation days accrued at the date of termination in one lump sum on the next payroll following the termination date. For purposes of this Section 12, "Vacation Payment" means the payment called for in this paragraph B. In the event Employer adopts a program to compensate village employees for unused sick leave, Employee shall be eligible for compensation in the same amount as other employees. In that event, unused sick leave shall be included in the Vacation Payment

C. In the event Employee is terminated by Employer for Cause as defined above, Employer shall have no obligation to provide the compensation and benefits provided for in this Section 12, except for the Vacation Payment.

**Section 13. Voluntary Resignation.**

Employee may voluntarily resign by providing written notice to the Village President forty-five (45) days prior to the effective date of his resignation, unless a different notice period is agreed to by the parties. In the event of Voluntary Resignation, Employer shall have no obligation to provide the compensation and benefits provided for in Section 12, except for the Vacation Payment.

**Section 14. Performance Evaluation.**

Annually, the Board of Trustees and Employee may define goals and performance objectives that they determine necessary for the proper operation of the Village and in the attainment of the Village's policy objectives and shall further establish a relative priority among those various goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets provided.

**Section 15. Hours of Work.**

Employee recognizes his employment under this agreement shall be his full time occupation and that as a salaried professional his work schedule is not limited to a standard 40-hour work week. Rather, Employee is charged with establishing a work schedule which allows him to complete his duties in a timely manner.

**Section 16. Other Employment.**

The employment provided for by this Agreement shall be the Employee's sole employment. The Employee, subject to the Village President's approval, may accept limited teaching, consulting or other business opportunities with the understanding that the arrangements shall not interfere with nor cause a conflict of interest with his responsibilities set forth in this Agreement. It is understood that all outside employment shall be approved by the Village President.

**Section 17. Bonding.**

Employer shall bear the full cost of any fidelity or other bonds required of the Employee under any law or ordinance.

**Section 18. Miscellaneous.**

A. COBRA. Nothing in this agreement shall be deemed a waiver of Employee's rights under applicable COBRA regulations, as may be amended from time to time.

B. Entire Agreement. This Agreement sets forth and establishes the entire understanding between the Employer and Employee relating to the employment of the Employee by the Employer. Matters which are not expressly governed by this document but which are generally applicable as a matter of policy to Village employees shall be applicable to Employee. The parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.

C. Binding Agreement. This Agreement shall be binding on the Employer and Employee as well as their heirs, assigns, executors, personal representatives and successors of interest.

D. Severability. In the event any portion of this agreement is deemed invalid by a court of competent jurisdiction, the invalid portion shall be severed from the agreement and the remaining provisions of the agreement shall be in full force and effect.

Employee:

\_\_\_\_\_  
Steven J. Shields

\_\_\_\_\_  
Date

Employer:

Village of Round Lake

By: \_\_\_\_\_  
Daniel MacGillis, Village President

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Patty Blauvelt, Village Clerk