

**AGENDA
VILLAGE OF ROUND LAKE
REGULAR MEETING
May 19, 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 May 5, 2014

4. NOTES/COMMENDATIONS/PUBLIC COMMENT

4.1 Central Lake County Joint Action Water Agency Presentation

4.2 Public Comment

5. CONSENT AGENDA

5.1 Approve Accounts Payable in the Amount of \$306,710.83

5.2 Approve Payroll for the Period Ending May 4, 2014 in the Amount of \$117,237.88

5.3 Adopt a Resolution for 2014 Audit Engagement Services with Sikich LLP

5.4 Adopt an Ordinance Adopting the Fiscal Year End April 30, 2015 Employee Compensation Plan

5.5 Adopt a Resolution Authorizing HP Designjet T1100 Maintenance

5.6 Adopt a Resolution Authorizing the Purchase of a New, properly designed, sufficient lifting capacity Lifting Forks

5.7 Adopt a Resolution Approving the Village's Consulting Engineer's Work Order 140457.40 in an amount not to exceed \$60,000 to provide Design Engineering Services for Phase 3 of the Lakewood Terrace Water Main and Road Improvements Project

5.8 Adopt a Resolution Approving the Village's Consulting Engineer's Work Order 140454.40 in an amount not to exceed \$5,000 to provided Design Engineering Services for the Valley Lakes Subdivision Rehabilitation of Selected Roads

6. CLERK'S OFFICE

6.1 The Grant Township Lions Club will be at the corner of Route 134 and Cedar Lake Road and Route 134 and Fairfield between the hours of 9:00 am and dusk on May 23rd and 24th. They will be accepting donations to help the sight and hearing impaired.

- 6.2 Camp Duncan will be at the corner of Route 134 and Cedar Lake Road and Route 134 and Fairfield between the hours of 9:00 am and dusk on May 31st and June 7th. They will be accepting donations to help send children to camp.
- 6.3 Village Offices will be closed Monday May 26th in observance of the Memorial Day Holiday
- 6.4 The Parade route has been adjusted for the 2014 year with the Lineup/Staging /Drop off area being A-Tire/Metra station on the North side of the tracks. The Parade start time will remain at 10:00 am and will continue North on Cedar Lake Road ending at the Round Lake Beach Memorial. The Village of Round Lake’s Memorial will be at 9:15 a.m.

7. ADMINISTRATOR

8. FINANCE

9. POLICE

10. PUBLIC WORKS

- 10.1 Adopt a Resolution Approving the proceeding with the In-House upgrade of Lakewood Terrace Sanitary Sewer Lift Station in an amount not to exceed \$25,000.00

- 10.2 Purchase of a 2014 F-550 1.5 Ton Dump Truck from Country Auto Group

11. COMMUNITY DEVELOPMENT

12. BUILDING AND ZONING

- 12.1 Approve an Ordinance Granting a Special Use for The Sale of Alcoholic Beverages to Daniel De La Torre, Jr. ,Tower Liquors, at 417 Railroad Ave, Unit 2, Round Lake

13. SPECIAL EVENTS

14. MAYOR’S COMMENTS

- 14.1 Mayor’s Comments
- 14.2 Proclamation for Public Works Week
- 14.3 Trustee’s Comments

15. EXECUTIVE SESSION

16. ADJOURN

DRAFT

MINUTES
VILLAGE OF ROUND LAKE
REGULAR MEETING
May 5, 2014
442 N. Cedar Lake Road
7:00 P.M.

CALL TO ORDER

THE REGULAR BOARD MEETING OF THE VILLAGE OF ROUND LAKE WAS CALLED TO ORDER BY DAN MACGILLIS, VILLAGE PRESIDENT AT 7:02 P.M.

1. ROLL CALL

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

Absent: Trustee Newby

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1 Approve the Minutes of the Regular Meeting of April 21, 2014

Motion by Trustee Wicinski, Seconded by Trustee Clements, to approve the Minutes of the Regular Meeting of April 21, 2014. Upon a unanimous voice vote, the Mayor declared the motion carried

4. NOTES/COMMENDATIONS/PUBLIC COMMENT

4.1 Public Comment

None

5. CONSENT AGENDA

Motion by Trustee Simoncelli, Seconded by Trustee Wicinski, to do an Omnibus approval on items 5.1, 5.2 & 5.3. Under discussion, Mayor MacGillis questioned a \$160.00 line item in accounts payable, under Sewer and Water, labeled Mid America Water Line. The Mayor wanted to make sure the cost was truly a Village cost and not that of any of the water issues caused by recent construction in the area, it was not. Upon the call of the roll, the following voted:

Ayes: Trustees Clements, Frye, Simoncelli, Triphahn, Wicinski

Nays: None

Abstain: None

Absent: Trustee Newby

Mayor MacGillis Declared the Motion carried.

5.1 Approve Accounts Payable in the Amount of \$418,934.99

Approved – Omnibus Vote

- 5.2 Approve Payroll for the Period Ending April 20, 2014 in the Amount of \$117,155.75

Approved – Omnibus Vote

- 5.3 Adopt a Resolution Accepting a Proposal from Sikich LLP for Audit Services

Approved – Omnibus Vote

6. CLERK'S OFFICE

- 6.1 The American Youth Soccer Organization Region 428 will be at the corner of Route 134 & Cedar Lake Road between 9:00 a.m. and dusk on May 10th and June 14th soliciting donations to be used for their National Games

- 6.2 Village Offices will be closed Monday May 26th in observance of Memorial Day and the Parade will commence in Round Lake Park from the American Legion at approximately 10:00 a.m. -- It was mentioned by the Mayor that due to construction on Hart Road and Washington Street and alternate route is being considered this year as well as possibly canceling due to the parade route being down Rte. 134, a major thoroughfare that is a detour for the current roads that are closed. One idea is to have the lineup start from the Metra station behind A-Tire and proceed north on Cedar Lake Road, thus keeping Rte. 134 open. As details become available, we will share with the board.

7. ADMINISTRATOR

8. FINANCE

9. POLICE

10. PUBLIC WORKS

11. COMMUNITY DEVELOPMENT

12. BUILDING AND ZONING

13. SPECIAL EVENTS

14. MAYOR'S COMMENTS

14.1 Mayor's Comments

Mayor MacGillis stated that Darrell Bleniss, JAWA's Director and Mayor Rich Hill, JAWA's Chairman, will be attending our May 19th board meeting to give our board a brief history and describe the two events that he had discussed at the last meeting, answering any questions the board might have regarding it. The Mayor also mentioned that Ron Kroop from Public Works put together an information

sheet on the subject and he will be sending it to the board so they could review it, if there are any questions to contact himself or Ron Kroop.

The Mayor thanked the Special Events committee & the Public Works department for their work on Arbor Day as well as those who volunteered at the event.

Mayor MacGillis thanked Trustee Clements for his participation in the National Day of Prayer event that took place at the Public Works/Police Department building on May 1st and asked that the Proclamation that was read at the event be entered into record

14.2 Proclamation Declaring May 2014 as “Motorcycle Awareness Month”

Mayor MacGillis asked that this proclamation citing May 2014 as Motorcycle Awareness Month, be entered into the record. The Mayor also mentioned the proclamation he wrote for National Day of Prayer and asked that it also be added in to record

14.3 Trustee’s Comments

All Trustees thanked all who participated in the event and besides the wind; it was a fun –family- event. Our Public Works open house that is taking place on May 21 between 2-7pm at the PW facility was mentioned. Police Chief Gillette and Public Works director Ron Kroop were thanked for their help with the National Day of Prayer event. Trustee Clements mentioned that normally each individual church would hold their own event, we actually had 6 different churches participate in the event and it worked out well and suggestions were already discussed for next year’s event. The next SWALCO electronics collection date is set for Tuesday May 13th at the PW facility and a reminder to residents that they can no longer place electronics at your curb with your normal garbage and it needs to be recycled

15. EXECUTIVE SESSION

None

16. ADJOURN

Trustee Triphahn moved, Seconded by Trustee Wicinski, to adjourn. Upon a unanimous voice vote, the Mayor declared the motion carried and the meeting adjourned at 7:20 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 \$306,710.83

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

Date: May 19, 2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-05-66-56601	MISCELLANEOUS RECEIPTS TURQUOISE JONES	J140	REFUND PMT FOR FINGERPRINTING	177431	05/14/14	20.00
			ACCOUNT TOTAL:			20.00
01-20-71-67108	VISION INSURANCE FIDELITY SECURITY LIFE-EYE MED	F97	MAY PREMIUM	177422	05/14/14	20.05
			ACCOUNT TOTAL:			20.05
01-20-72-67204	DUES & MEMBERSHIPS MUNICIPAL CLERKS	M35	ANNUAL MEMBERSHIP-BLAUVELT	177437	05/14/14	20.00
			ACCOUNT TOTAL:			20.00
01-20-73-77307	ENGINEERING EXPENSES BAXTER & WOODMAN, INC. BAXTER & WOODMAN, INC. BAXTER & WOODMAN, INC.	B2 B2 B2	MAC MEETING, HART RD, NPDES, SQUAW CREEK FLOOD MAPS ATTEND MEETINGS WITH VH STAFF	177407 177407 177407	05/14/14 05/14/14 05/14/14	3,411.40 1,164.46 4,575.86
			ACCOUNT TOTAL:			4,575.86
01-20-73-77313	LEGAL SERVICES CAREY S. ROSEMARIN, P.C. FRANCZEK RADELET TRESSLER LLP	C147 F60 T110	APRIL LEGAL FEB, MARCH, APRIL LEGAL APRIL LEGAL	177412 177421 177455	05/14/14 05/14/14 05/14/14	2,665.00 396.00 3,937.50
			ACCOUNT TOTAL:			6,998.50
01-20-74-77430	OFFICE SUPPLIES CLASSIC PRINTERY QUILL CORPORATION QUILL CORPORATION	C13 Q2 Q2	WINDOW AND REGULAR ENVELOPES BNDR CLIPS, MARKERS, PRINT ROLLS STAPLER	177411 177446 177446	05/14/14 05/14/14 05/14/14	177.00 184.78 24.29
			ACCOUNT TOTAL:			386.07
01-20-75-77511	PUBLICATIONS & SUBSCRIPTIONS PADDOCK PUBLICATIONS, INC. SUN TIMES MEDIA	P22 S33	05/16-06/12/14 DAILY HERALD SPECIAL USE 417 RAIL ROAD AVE.	177443 177452	05/14/14 05/14/14	34.00 37.60
			ACCOUNT TOTAL:			71.60
01-20-75-77515	GARBAGE COLLECTION					

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-20-75-77515	GARBAGE COLLECTION WASTE MANAGEMENT	W43	APRIL SERVICE	177460	05/14/14	76,837.52
			ACCOUNT TOTAL:			76,837.52
01-20-77-77706	MISCELLANEOUS EXPENSE ILLINOIS STATE POLICE ILLINOIS ATTORNEY GENERAL LAKE COUNTY COLLECTOR TREASURER OF THE STATE OF IL	I110 I111 L64 T118	SOR PAYMENT SOR PAYMENT 2013 PROPERTY TAX PAYMENTS SOR PAYMENT	177427 177428 177435 177456	05/14/14 05/14/14 05/14/14 05/14/14	60.00 60.00 590.40 10.00
			ACCOUNT TOTAL:			720.40
01-20-79-77903	B&G CONTRACTS COLLEY ELEVATOR CO. COLLEY ELEVATOR CO.	C64 C64	ELEVATOR INSPECTION MANDATORY FIRE MARSHALL INPEC.	177419 177419	05/14/14 05/14/14	159.00 550.00
			ACCOUNT TOTAL:			709.00
01-20-80-88018	OFFICE EQUIPMENT KONICA MINOLTA KONICA MINOLTA PREMIER FINANCE	K33 K56	04/01-04/30/14 COPIER EXPENSE MAY COPIER LEASE PAYMENT	177433 177434	05/14/14 05/14/14	87.05 261.38
			ACCOUNT TOTAL:			348.43
01-20-82-88204	CELLULAR SERVICE VERIZON WIRELESS	V10	APRIL CELL PHONE	177459	05/14/14	120.12
			ACCOUNT TOTAL:			120.12
01-20-91-99107	IT MAINTENANCE SERVICES CURRENT TECHNOLOGIES	C280	04/22/14 IT MAINTENANCE	177414	05/14/14	801.50
			ACCOUNT TOTAL:			801.50
01-40-71-67108	VISION INSURANCE FIDELITY SECURITY LIFE-EYE MED	F97	MAY PREMIUM	177422	05/14/14	166.24
			ACCOUNT TOTAL:			166.24
01-40-71-67116	UNEMPLOYMENT INSURANCE I.D.E.S.	I74	2/16-3/01/14 UNEMPLOYMENT INS.	177430	05/14/14	652.00
			ACCOUNT TOTAL:			652.00
01-40-72-67202	UNIFORMS					

GENERAL FUND
 ACTIVITY FROM 05/01/2014 TO 05/14/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-40-72-67202	UNIFORMS GALLS, AN ARAMARK COMPANY	G2	UNIFORM-LARSON	177423	05/14/14	57.50
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-LISS	177423	05/14/14	107.94
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-AKEY	177423	05/14/14	49.00
	GALLS, AN ARAMARK COMPANY	G2	UNIFORM-TINSLEY	177423	05/14/14	124.75
	J.G. UNIFORMS, INC.	J4	UNIFORM-PRUS	177432	05/14/14	140.32
			ACCOUNT TOTAL:			479.51
01-40-72-67204	DUES & MEMBERSHIPS INTERNATIONAL CONFERENCE OF	I204	ANN. MEMBERSHIP FEE PD CHAPLIN	177429	05/14/14	125.00
			ACCOUNT TOTAL:			125.00
01-40-72-67234	HIRING PROCESS COLLEGE OF DUPAGE	C35	POLICE ACADEMY-MURPHY	177416	05/14/14	3,047.00
			ACCOUNT TOTAL:			3,047.00
01-40-73-77311	VILLAGE PROSECUTOR ALBERT L. WYSOCKI	W78	APRIL LEGAL	177461	05/14/14	5,049.00
			ACCOUNT TOTAL:			5,049.00
01-40-74-77402	AMMO / GUNS STREICHER'S STREICHER'S	S18 S26	SIMUNITIONS, CONVERSION BOLT 2 BOXES SIMUNITIONS	177449 177451	05/14/14 05/14/14	59.40 59.40
			ACCOUNT TOTAL:			118.80
01-40-74-77430	OFFICE SUPPLIES QUILL CORPORATION	Q2	BINDER, TABS, BATTERIES, PENS	177446	05/14/14	121.65
			ACCOUNT TOTAL:			121.65
01-40-74-77432	POSTAGE PURCHASE POWER	P30	MAY POSTAGE	177444	05/14/14	208.99
			ACCOUNT TOTAL:			208.99
01-40-75-77501	ALERTS / MDT LINES VERIZON WIRELESS	V10	03/26-04/25/14 BROADBAND	177459	05/14/14	609.84
			ACCOUNT TOTAL:			609.84
01-40-75-77505	CENCOM					

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-40-75-77505	CENCOM CENCOM E 9-1-1	C3	MAY OPERATIONS FEE/RENT	177415	05/14/14	21,033.44
			ACCOUNT TOTAL:			21,033.44
01-40-77-77706	MISCELLANEOUS EXPENSE SECRETARY OF STATE	S5	LICENSE PLATE RENEWAL 05-FORD	177453	05/14/14	101.00
			ACCOUNT TOTAL:			101.00
01-40-80-88018	OFFICE EQUIPMENT KONICA MINOLTA PREMIER FINANCE	K56	MAY COPIER LEASE PAYMENT	177434	05/14/14	261.37
			ACCOUNT TOTAL:			261.37
01-40-82-88204	CELLULAR SERVICE VERIZON WIRELESS	V10	APRIL CELL PHONE	177459	05/14/14	422.97
			ACCOUNT TOTAL:			422.97
01-40-84-88402	GAS & OIL BP	B43	APRIL FUEL CHGS	177408	05/14/14	6,338.42
			ACCOUNT TOTAL:			6,338.42
01-40-84-88404	VEHICLE REPAIRS A TIRE COUNTY SERVICE	A1	REPLACE FRT BRAKE PADS #31	177398	05/14/14	1,073.89
			ACCOUNT TOTAL:			1,073.89
01-40-84-88406	VEHICLE MAINTENANCE A TIRE COUNTY SERVICE ACE HARDWARE PRECISION SERVICE AND PARTS	A1 A4 P125	OIL, FILTER, ROTATE TIRES #17 CAR WASH, GRAFFITI REMOVER S.PLUG & BATTERY #73	177398 177403 177442	05/14/14 05/14/14 05/14/14	44.95 26.97 101.83
			ACCOUNT TOTAL:			173.75
01-40-91-99105	NETWORK REPAIRS CURRENT TECHNOLOGIES	C280	04/28/14 NETWORK REPAIRS	177414	05/14/14	114.50
			ACCOUNT TOTAL:			114.50
01-40-91-99107	IT MAINTENANCE SERVICES					

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-40-91-99107	IT MAINTENANCE SERVICES PORTER LEE CORPORATION	P80	ANN SUPPORT FEE/BEAST BARCODE	177445	05/14/14	827.00
			ACCOUNT TOTAL:			827.00
01-60-71-67108	VISION INSURANCE FIDELITY SECURITY LIFE-EYE MED	F97	MAY PREMIUM	177422	05/14/14	37.80
			ACCOUNT TOTAL:			37.80
01-60-72-67202	UNIFORMS AMERICAN OUTFITTERS LTD RED WING SHOE STORE	A134 R155	PW SHIRTS SAFETY BOOTS-KILARSKI	177400 177447	05/14/14 05/14/14	111.00 125.00
			ACCOUNT TOTAL:			236.00
01-60-74-77430	OFFICE SUPPLIES QUILL CORPORATION	Q2	COFFEE, SUGAR, MEMO BOOKS, TOWELS	177446	05/14/14	61.79
			ACCOUNT TOTAL:			61.79
01-60-79-77907	B & G BUILDING SUPPLIES AMERICAN GASES CORPORATION ACE HARDWARE BLUE TARP FINANCIAL, INC.	A20 A4 B160	WELDING SUPPLIES ELEC. TAPE, MAILBOXES, DRILL BIT WELDING TORCH	177402 177403 177405	05/14/14 05/14/14 05/14/14	60.87 292.83 211.46
			ACCOUNT TOTAL:			565.16
01-60-82-88204	CELLULAR SERVICE VERIZON WIRELESS	V10	APRIL CELL PHONE	177459	05/14/14	155.31
			ACCOUNT TOTAL:			155.31
01-60-82-88206	ELECTRICAL SERVICE COMED	C0202	03/19-04/17/14 ELECTRIC	177409	05/14/14	53.00
			ACCOUNT TOTAL:			53.00
01-60-82-88216	STREET LIGHTS - ELECTRICAL COMED COMED COMED	C1002 C2027 C6285	03/31-04/24/14 ELECTRIC 04/1-04/30/14 ELECTRIC 04/01-04/30/14 ELECTRIC	177410 177413 177418	05/14/14 05/14/14 05/14/14	44.08 7.85 7.85
			ACCOUNT TOTAL:			59.78
01-60-84-88402	GAS & OIL					

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-60-84-88402	GAS & OIL BP	B43	APRIL FUEL CHGS	177408	05/14/14	1,295.36
			ACCOUNT TOTAL:			1,295.36
01-60-84-88404	VEHICLE REPAIRS ANTIOCH AUTO PARTS	A107	BATTERY, CORE DEPOSIT	177399	05/14/14	151.43
	ANTIOCH AUTO PARTS	A107	BATTERY, CORE DEPOSIT	177399	05/14/14	151.43
	SPRING ALIGN OF PALATINE	S141	REPAIRS TRUCK #59	177448	05/14/14	378.90
	SPRING ALIGN OF PALATINE	S141	REPAIR TRUCK #58	177448	05/14/14	378.90
			ACCOUNT TOTAL:			1,060.66
01-60-84-88405	EQUIPMENT REPAIRS R.A. ADAMS ENTERPRISES INC.	A6	PLOW REPAIR PARTS	177404	05/14/14	15.82
	HYDRAULIC SERVICES & REPAIRS	H13	PLOW AND WING REPAIRS #44	177425	05/14/14	969.83
			ACCOUNT TOTAL:			985.65
01-60-92-99210	STREET LIGHT REPAIRS ACE HARDWARE	A4	WING GRD CONNECTION WIRE, CAULK	177403	05/14/14	87.24
	STEINER ELECTRIC COMPANY	S63	STREET LIGHT PHOTO CELLS	177454	05/14/14	300.72
			ACCOUNT TOTAL:			387.96
01-70-71-67108	VISION INSURANCE FIDELITY SECURITY LIFE-EYE MED	F97	MAY PREMIUM	177422	05/14/14	22.48
			ACCOUNT TOTAL:			22.48
01-70-74-77440	PRINTING CLASSIC PRINTERY	C13	BUSN. CARDS-KEN HERRING	177411	05/14/14	45.00
			ACCOUNT TOTAL:			45.00
01-70-82-88204	CELLULAR SERVICE VERIZON WIRELESS	V10	APRIL CELL PHONE	177459	05/14/14	92.79
			ACCOUNT TOTAL:			92.79
01-70-84-88402	GAS & OIL BP	B43	APRIL FUEL CHGS	177408	05/14/14	296.86
			ACCOUNT TOTAL:			296.86
01-70-84-88405	VEHICLE REPAIRS					

VILLAGE OF ROUND LAKE
 PAID INVOICES BY ACCOUNT NUMBER
 GENERAL FUND
 ACTIVITY FROM 05/01/2014 TO 05/14/2014

DATE: 05/14/14
 TIME: 12:29:14
 ID: AP4A0000.WOW

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
01-70-84-88405	VEHICLE REPAIRS A TIRE COUNTY SERVICE A TIRE COUNTY SERVICE	A1 A1	REPLACE FRT BRAKE PADS,OIL #18 INSTALL SWAY BAR LINKS #16	177398 177398	05/14/14 05/14/14	334.27 424.62
			ACCOUNT TOTAL:			758.89
01-70-91-99105	NETWORK REPAIRS CURRENT TECHNOLOGIES	C280	04/17/14 NETWORK REPAIRS	177414	05/14/14	28.63
			ACCOUNT TOTAL:			28.63
	GENERAL FUND					138,696.54

DATE: 05/14/14
TIME: 12:29:14
ID: AP4A0000.WOW

VILLAGE OF ROUND LAKE
PAID INVOICES BY ACCOUNT NUMBER
MOTOR FUEL TAX FUND
ACTIVITY FROM 05/01/2014 TO 05/14/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
10-60-74-77436	PATCHING PETER BAKER & SON CO.	P102	HPM-PREMIX	177441	05/14/14	318.50
			ACCOUNT TOTAL:			318.50
10-60-83-88301	ROADWAY IMPROVEMENTS BAXTER & WOODMAN, INC.	B2	HART/SUNSET CONST. ENGINEERING	177407	05/14/14	25,542.91
			ACCOUNT TOTAL:			25,542.91
			MOTOR FUEL TAX FUND			25,861.41

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
16-20-77-77706	MISCELLANEOUS EXPENSE LAKE COUNTY COLLECTOR	L64	2013 PROPERTY TAX PAYMENTS	177435	05/14/14	1.50
			ACCOUNT TOTAL:			1.50
			SSA #1 BRIGHT MEADOWS			1.50

2011 DEBT SERVICE FUND
 ACTIVITY FROM 05/01/2014 TO 05/14/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
28-20-82-88218	SENIOR CITIZEN REBATE IRENE MILLER JEROME MIDANEK	146	SR. CITIZEN UTILITY TAX REBATE	177396	05/14/14	50.00
		253	SR. CITIZEN UTILITY TAX REBATE	177397	05/14/14	50.00
			ACCOUNT TOTAL:			100.00
			2011 DEBT SERVICE FUND			100.00

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
35-20-73-77307	ENGINEERING EXPENSES BAXTER & WOODMAN, INC. BAXTER & WOODMAN, INC.	B2 B2	LONG LK DRIVE WORK ORDER FOREST AVE IMPROVEMENTS	177407 177407	05/14/14 05/14/14	5,578.35 3,525.52
			ACCOUNT TOTAL:			9,103.87
35-20-83-88301	ROADWAY IMPROVEMENTS BAXTER & WOODMAN, INC. BAXTER & WOODMAN, INC. BAXTER & WOODMAN, INC.	B2 B2 B2	NIPPERSINK CONSTRUCTION SERV. HART/SUNSET CONST. ENGINEERING LONG LK DRIVE CONST SERV	177407 177407 177407	05/14/14 05/14/14 05/14/14	245.00 29,985.15 100.68
			ACCOUNT TOTAL:			30,330.83
			CAPITAL PROJECTS FUND			39,434.70

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-71-67108	VISION INSURANCE FIDELITY SECURITY LIFE-EYE MED	F97	MAY PREMIUM	177422	05/14/14	44.79
			ACCOUNT TOTAL:			44.79
50-60-72-67202	UNIFORMS AMERICAN OUTFITTERS LTD	A134	PW SHIRTS	177400	05/14/14	111.00
			ACCOUNT TOTAL:			111.00
50-60-73-77313	LEGAL SERVICES TRESSLER LLP	T110	APRIL LEGAL	177455	05/14/14	1,312.50
			ACCOUNT TOTAL:			1,312.50
50-60-74-77428	WATER METERS HD SUPPLY WATERWORKS, LTD.	H45	3/4 METER	177426	05/14/14	126.00
			ACCOUNT TOTAL:			126.00
50-60-74-77430	OFFICE SUPPLIES QUILL CORPORATION	Q2	COFFEE, SUGAR, MEMO BOOKS, TOWELS	177446	05/14/14	61.79
			ACCOUNT TOTAL:			61.79
50-60-74-77432	POSTAGE THE DIRECT RESPONSE RESOURCE	D22	WATER BILLING POSTAGE	177420	05/14/14	5,000.00
			ACCOUNT TOTAL:			5,000.00
50-60-75-77535	OUTSOURCING WATER BILLS THE DIRECT RESPONSE RESOURCE THE DIRECT RESPONSE RESOURCE	D22 D22	APRIL WATER BILLING ENVELOPES FOR WATER BILLING	177420 177420	05/14/14 05/14/14	1,287.40 1,978.36
			ACCOUNT TOTAL:			3,265.76
50-60-75-77547	WATER SAMPLES MCHENRY ANALYTICAL WATER	M97	ROUTINE WATER SAMPLES	177439	05/14/14	275.00
			ACCOUNT TOTAL:			275.00
50-60-79-77907	B&G SUPPLIES					

VILLAGE OF ROUND LAKE
 PAID INVOICES BY ACCOUNT NUMBER
 WATER/SEWER FUND
 ACTIVITY FROM 05/01/2014 TO 05/14/2014

DATE: 05/14/14
 TIME: 12:29:14
 ID: AP4A0000.WOW

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-79-77907	B&G SUPPLIES ACE HARDWARE	A4	BAGS, CUPS, PLATES, CHAIN, CABLE	177403	05/14/14	173.42
			ACCOUNT TOTAL:			173.42
50-60-81-88101	WATER/SEWER IMPROVEMENTS BAXTER & WOODMAN, INC.	B2	LINCOLN WTR MAIN CONST SERV	177407	05/14/14	1,981.62
			ACCOUNT TOTAL:			1,981.62
50-60-82-88204	CELLULAR SERVICE VERIZON WIRELESS	V10	APRIL CELL PHONE	177459	05/14/14	155.31
			ACCOUNT TOTAL:			155.31
50-60-82-88206	ELECTRICAL SERVICE COMED	C0202	03/19-04/17/14 ELECTRIC	177409	05/14/14	1,103.95
	MIDAMERICAN ENERGY COMPANY	M95	03/26-04/24/14 ELECTRIC	177438	05/14/14	3,048.03
			ACCOUNT TOTAL:			4,151.98
50-60-82-88208	HEATING NICOR GAS	N7	04/03-05/06/14 HEAT	177440	05/14/14	24.81
	NICOR GAS	N7	05/04-06/23/14 HEAT	177440	05/14/14	66.74
			ACCOUNT TOTAL:			91.55
50-60-82-88210	JAWA EXPENSE CENTRAL LAKE COUNTY	C5	APRIL WATER USAGE	177417	05/14/14	80,099.84
			ACCOUNT TOTAL:			80,099.84
50-60-84-88402	GAS & OIL BP	B43	APRIL FUEL CHGS	177408	05/14/14	1,295.35
			ACCOUNT TOTAL:			1,295.35
50-60-84-88404	VEHICLE REPAIRS SPRING ALIGN OF PALATINE	S141	REPAIRS TRUCK #59	177448	05/14/14	378.88
	SPRING ALIGN OF PALATINE	S141	REPAIR TRUCK #58	177448	05/14/14	378.89
			ACCOUNT TOTAL:			757.77
50-60-92-99204	REPAIR TO WATER LINES					

WATER/SEWER FUND
ACTIVITY FROM 05/01/2014 TO 05/14/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
50-60-92-99204	REPAIR TO WATER LINES HD SUPPLY WATERWORKS, LTD. MID AMERICAN WATER OF WAUCONDA	H45 M25	FREEZE KIT HYDRANT SETTER	177426 177436	05/14/14 05/14/14	901.00 118.00
ACCOUNT TOTAL:						1,019.00
WATER/SEWER FUND						99,922.68

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
51-60-77-77706	MISCELLANEOUS EXPENSE LAKE COUNTY COLLECTOR	L64	2013 PROPERTY TAX PAYMENTS	177435	05/14/14	1,358.00
			ACCOUNT TOTAL:			1,358.00
51-60-79-77905	B&G REPAIRS TOTAL PARKING SOLUTIONS, INC.	T63	PARKING TICKET MACHINE REPAIRS	177458	05/14/14	336.00
			ACCOUNT TOTAL:			336.00
			COMMUTER PARKING LOT FUND			1,694.00

BUILDERS ESCROW
 ACTIVITY FROM 05/01/2014 TO 05/14/2014

ACCOUNT #	ACCOUNT DESCRIPTION VENDOR NAME	VENDOR #	TRANSACTION DESCRIPTION	CHECK #	CHECK DATE	ITEM AMOUNT
83-00-24-22455	PERMIT BONDS KRISTEN ALBRECHT	A182	CASH BOND REFUND	177401	05/14/14	250.00
	MISAEEL HIDROGO	H120	CASH BOND REFUND	177424	05/14/14	250.00
	LORETA SIDEIANYK	S202	CASH BOND REFUND	177450	05/14/14	250.00
	TIMBERBUILT, INC.	T120	CASH BOND REFUND	177457	05/14/14	250.00
	ACCOUNT TOTAL:					1,000.00
	BUILDERS ESCROW					1,000.00

FINAL TOTALS
ACTIVITY FROM 05/01/2014 TO 05/14/2014

GENERAL FUND	138,696.54
MOTOR FUEL TAX FUND	25,861.41
SSA #1 BRIGHT MEADOWS	1.50
2011 DEBT SERVICE FUND	100.00
CAPITAL PROJECTS FUND	39,434.70
WATER/SEWER FUND	99,922.68
COMMUTER PARKING LOT FUND	1,694.00
BUILDERS ESCROW	1,000.00
GRAND TOTAL	306,710.83

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 MAY 4, 2014
IN THE AMOUNT OF \$117,237.88

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

Dated: May 19, 2014

Administration

FOR CHECK DATES 05/08/2014 TO 05/08/2014

EMPL. #	NAME	CODE	EARNINGS		TOTAL	TAXES		DEDUCTIONS		PENSION/INSUR	
			PAY RATE	HOURS		EMPLOYEE	EMPLOYER	EMPLOYEE	EMPLOYER		EMPLOYEE
	REG		365.000		10,514.42	FED	1,372.61	DDI	6,124.97	IMR	515.56
	VAC		20.750		620.41	FICA	693.84	GW	250.00	DFA	17.62
	SIC		10.000		212.22	MEDIC	162.27	HSA	75.00	HFA	163.74
	CMP		4.250		90.81	STATE	500.77	ICM	165.00	VFA	2.20
	OT		0.500		19.22					DSA	7.60
GRAND TOTALS:											
											1,251.11

TOTAL FICA EMPLOYEE WAGES: 11,190.92 TOTAL EMPLOYER FICA: 693.84
 TOTAL MEDICARE EMPLOYEE WAGES: 11,190.92 TOTAL EMPLOYER MEDICARE: 162.27
 TOTAL FEDERAL EMPLOYEE WAGES: 10,260.36 TOTAL EMPLOYER MEDICARE: 162.27
 TOTAL STATE EMPLOYEE WAGES: 10,260.36 TOTAL EMPLOYER PENSION: 1,251.11
 TOTAL PENSION EMPLOYEE WAGES: 11,457.08

GROSS PAY: TOTAL NUMBER OF EMPLOYEES: 5
 \$11,457.08 TOTAL DEDUCTIONS: 10,051.18 NET PAY: \$1,405.90

FOR CHECK DATES 05/08/2014 TO 05/08/2014

Police

EMPL. #	NAME	EARNINGS		TAXES		DEDUCTIONS		PENSION/INSUR	EMPLOYEE	EMPLOYER	CODE	EMPLOYEE	EMPLOYER
		CODE	PAY RATE	HOURS	TOTAL	CODE	EMPLOYEE						
RBG			2,020.250		62,799.65	FED	8,001.11	AF2	215.24	319.24	IMR	319.24	774.70
SIC			61.000		1,830.58	FICA	4,522.57	DD1	38,911.05	15.20	DSP	15.20	
VAC			156.000		5,871.12	MEDIC	1,057.67	DD2	2,941.49	138.85	PSP	138.85	
FLH			12.000		478.45	STATE	3,234.20	AE1	36.34	6.60	VFP	6.60	
PO			60.750		2,989.89			GW	350.00	6,262.53	POL	6,262.53	
CMP			25.000		851.51			PLI	81.36	123.34	DFP	123.34	
INS			1.000		254.74			HSA	100.00	491.22	HEP	491.22	
								ICM	635.00	3.06	VSP	3.06	
								MAP	330.00	1,002.68	PRP	1,002.68	
								DD3	1,567.00	27.33	DCP	27.33	
								CS4	203.00	73.05	HCP	73.05	
										2.26	VCP	2.26	
										111.93	PCP	111.93	

GRAND TOTALS:

TOTAL FICA EMPLOYEE WAGES: 72,944.18 TOTAL EMPLOYER FICA: 4,522.57
 TOTAL MEDICARE EMPLOYEE WAGES: 72,944.18 TOTAL EMPLOYER MEDICARE: 1,057.67
 TOTAL FEDERAL EMPLOYEE WAGES: 65,377.41 TOTAL EMPLOYER PENSION: 774.70
 TOTAL STATE EMPLOYEE WAGES: 65,377.41
 TOTAL PENSION EMPLOYEE WAGES: 70,288.06

GROSS PAY: TOTAL NUMBER OF EMPLOYEES: 30
 \$75,075.94 TOTAL DEDUCTIONS: 70,763.22 NET PAY: \$4,312.72

Public Works

FOR CHECK DATES 05/08/2014 TO 05/08/2014

EMPL. #	NAME	EARNINGS			TAXES			DEDUCTIONS			EMPLOYER	EMPLOYEE	EMPLOYER
		CODE	PAY RATE	HOURS	TOTAL	CODE	EMPLOYEE	EMPLOYER	CODE	EMPLOYEE			
REG		845.500			21,529.92	FED	2,604.27	AF1	43.98	IMR	1,102.56		2,675.54
OT		42.000			1,615.71	FICA	1,451.69	GW	320.00	DSW	22.80		
OC		14.000			348.40	MEDIC	339.51	HSA	91.25	HSW	90.70		
SIC		12.000			344.22	STATE	1,083.23	INS	8.00	VSW	2.04		
CMP		8.000			229.48			UOE	406.99	DFW	52.86		
VAC		20.000			433.64			DD1	13,051.99	PFW	501.34		
								DD2	1,235.34	VFW	6.60		
								PLI	10.72	PCW	111.83		
								AF2	26.36	HEW	163.74		

TOTAL FICA EMPLOYEE WAGES: 23,414.23 TOTAL EMPLOYER FICA: 1,451.69
 TOTAL MEDICARE EMPLOYEE WAGES: 23,414.23 TOTAL EMPLOYER MEDICARE: 339.51
 TOTAL FEDERAL EMPLOYEE WAGES: 21,991.67 TOTAL EMPLOYER PENSION: 2,675.54
 TOTAL STATE EMPLOYEE WAGES: 21,991.67
 TOTAL PENSION EMPLOYEE WAGES: 24,501.37

GROSS PAY: \$24,501.37 TOTAL NUMBER OF EMPLOYEES: 11
 TOTAL DEDUCTIONS: 22,727.80 NET PAY: \$1,773.57

Building

FOR CHECK DATES 05/08/2014 TO 05/08/2014

EMPL. #	NAME	EARNINGS		DEDUCTIONS				EMPLOYER			
		PAY RATE	HOURS	TOTAL	TAXES	VOLUNTARY	PENSION/INSUR				
REG		218.000		5,604.97	FED	790.88	DDI	4,068.96	IMR	279.15	677.42
SIC		16.000		443.43	FICA	366.09	AFI	28.25	DFB	17.62	
VAC		6.000		155.09	MEDIC	85.62	PLI	36.86	PFB	250.67	
					STATE	277.19			VFB	2.20	
GRAND TOTALS:											

TOTAL FICA EMPLOYEE WAGES: 5,904.75 TOTAL EMPLOYER FICA: 366.09
 TOTAL MEDICARE EMPLOYEE WAGES: 5,904.75 TOTAL EMPLOYER MEDICARE: 85.62
 TOTAL FEDERAL EMPLOYEE WAGES: 5,625.60 TOTAL EMPLOYER PENSION: 677.42
 TOTAL STATE EMPLOYEE WAGES: 5,625.60
 TOTAL PENSION EMPLOYEE WAGES: 6,203.49

GROSS PAY: TOTAL NUMBER OF EMPLOYEES: 3
 \$6,203.49 TOTAL DEDUCTIONS: 6,203.49 NET PAY: \$0.00

FOR CHECK DATES 05/08/2014 TO 05/08/2014

ALL

EMPL. #	NAME	CODE	EARNINGS		TOTAL	TAXES		DEDUCTIONS		EMPLOYER	CODE	PENSION/INSUR	
			PAY RATE	HOURS		EMPLOYEE	EMPLOYER	EMPLOYEE	EMPLOYEE			EMPLOYER	
REG			3,448.750		100,448.96	FED	12,768.87	DD1	62,156.97	IMR		2,216.51	
VAC			202.750		7,080.26	FICA	7,034.19	GW	920.00	DFA		17.62	
SIC			99.000		2,830.45	MEDIC	1,645.07	HSA	266.25	HFA		163.74	
CMP			37.250		1,171.80	STATE	5,095.39	IGM	800.00	VFA		2.20	
OT			42.500		1,634.93			AF1	108.57	DSA		7.60	
OC			14.000		348.40			INS	8.00	DSW		22.80	
FLH			12.000		478.45			UOE	406.99	HSW		90.70	
PO			60.750		2,989.89			DD2	4,176.83	VSW		2.04	
INS			1.000		254.74			FLI	128.94	DFW		52.86	
								AF2	241.60	PFW		501.34	
								MAP	330.00	VFW		6.60	
								DD3	1,567.00	PCW		111.83	
								CS4	203.00	HFH		163.74	
										DSP		15.20	
										PSP		138.85	
										VFP		6.60	
										FOL		6,262.53	
										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	

GRAND TOTALS:

TOTAL FICA EMPLOYEE WAGES: 113,454.08 TOTAL EMPLOYER FICA: 7,034.19
 TOTAL MEDICARE EMPLOYEE WAGES: 113,454.08 TOTAL EMPLOYER MEDICARE: 1,645.07
 TOTAL FEDERAL EMPLOYEE WAGES: 103,255.04 TOTAL EMPLOYER PENSION: 5,378.77
 TOTAL STATE EMPLOYEE WAGES: 103,255.04
 TOTAL PENSION EMPLOYEE WAGES: 112,450.00

GROSS PAY: \$117,237.88 TOTAL DEDUCTIONS: 109,745.69 NET PAY: \$7,492.19



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: FISCAL YEAR END 2014 AUDIT ENGAGEMENT LETTER

Agenda Item No. 5.3

Executive Summary:

At the May 5, 2014 Village Board meeting an audit proposal by Sikich, LLP to be retained by the Village to perform audit services for five fiscal years ending 2018 was approval. Sikich, LLP, have been our auditors since 2008, the last time a proposal was sent out. Prior to 2008, the Village's previous auditors had been auditing the financial records of the village for at least the previous 24 years.

The fiscal year end 2013 audit, which was performed in a satisfactory manner, was the last fiscal year audit completed by Sikich, LLP prior to sending out an audit proposal. Attached is an engagement letter for the fiscal year end 2014 audit. The fee in he attached engagement letter of \$23,000 for the village audit and \$2,500 for the single audit, if required, was verified to the original proposal.

The engagement letter essentially confirms the auditors understanding of the services they will provide to the village and by signing the letter the village sets forth our understanding. Staff has reviewed the engagement letter and it accurately summarizes our understanding of the terms of the audit engagement.

Recommended Action:

Adopt a Resolution for 2014 Audit Engagement Services with Sikich, LLP.

Committee: Human Resources & Finance		Meeting Date: 5/5 & 5/19/14		
Lead Department: Administration		Presenter: Steve Shields		
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. Note: No single audit is required. The \$23,000 is for audit services only.	Account No(s):	Budget:	Actual Request:	
	xx-xx-73-77301	Auditing Expense		
	General Fund	\$20,625.00	\$15,938.00	
	Water/Sewer	\$6,875.00	\$5,312.00	
	Police Pension	\$2,250.00	\$1,750.00	
		Total:	\$29,750.00	\$23,000.00
	Request is over/under budget:			
	Under		\$6,750.00	
	Over	-		

Resolution No. 14-R-XX

Resolution for 2014 Audit Engagement Services

WHEREAS, per the Governmental Account Audit Act, 50 ILCS 310/2 the governing body of each governmental unit shall cause an audit of the accounts of the unit to be made by a licensed public accountant; and

WHEREAS, such audit shall be made annually and shall cover the immediately preceding fiscal year of the governmental unit; and

WHEREAS, on May 5, 2014 the Village Board approved an audit proposal by Sikich LLP to be retained by the Village to perform audit services for five fiscal years ending 2018; and

WHEREAS, on an annual basis an audit engagement letter for the fiscal year end to be audited confirms the auditors understanding of the services they will provide to the Village and the letter accurately summarizes the Village's understanding of the terms of the audit engagement.

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

The Village Board approves the audit engagement letter with Sikich LLP for the fiscal year end 2014 audit and authorizes the Mayor, or his designee, to sign the engagement letter.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

**PUBLISHED IN
PAMPHLET FORM:**

AYES:

NAYS:

ABSENT:



1415 W. Diehl Road, Suite 400
Naperville, Illinois 60563

Certified Public Accountants & Advisors
Members of American Institute of Certified Public Accountants

April 29, 2014

Mr. Steve Shields
Finance Director
Village of Round Lake
442 N. Cedar Lake Road
Round Lake, IL, 60073

Dear Steve:

We are pleased to confirm our understanding of the services we are to provide the Village of Round Lake (the Village) for the year ended April 30, 2014. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the cash basis and modified cash basis basic financial statements, of the Village of Round Lake as of and for the year ended April 30, 2014.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village of Round Lake's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village of Round Lake's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual, for the General Fund and any major special revenue funds.
3. Schedule of Funding Progress and Schedule of Employer Contributions for the Illinois Municipal Retirement Fund, Police Pension Fund, and Other Post-Employment Benefit Plan.
4. Notes to Required Supplementary Information.

We have also been engaged to report on supplementary information other than RSI that accompanies the Village of Round Lake's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Combining and individual fund financial statements

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

1. Other Supplemental Information

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles on a cash and modified cash basis and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified (unmodified), we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

The nonattest services expected to be performed during our audit of the financial statements as of and for the year ended April 30, 2014 as specified in the Village's 2014 *Request for Proposal* are as follows:

1. Prepare five (5) copies and one electronic copy (.pdf) of the annual financial report (AFR) of the Village (report covers, binders, dividers, introductory section, Management's Discussion and Analysis, other supplemental information, and statistical section information, if any, to be provided by Village).
2. Prepare twelve (12) copies of the management letter.
3. Prepare two (2) copies and electronic filing of the Police Pension Funds' Annual Report to the Department of Insurance (interrogatories and census data completed by the Village).
4. Prepare six (6) copies and electronic filing of the Illinois Comptroller Annual Financial Report.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are

responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors or any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village of Round Lake's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

In accordance with professional standards, any discussions during the period of the engagement between your Village and a member of the Sikich engagement team regarding potential employment or association with your Village creates an impairment of independence for the Sikich employee and possibly the firm. Such a situation could require us to temporarily or permanently remove that person from your engagement or to perform additional procedures or re-perform procedures, which would increase our fees. Should we not become aware of the impairment until after the conclusion of the engagement, the firm's independence would be deemed to have been impaired. Please inform appropriate personnel in your Village to refrain from any such discussions with any Sikich staff while the engagement is ongoing and notify Dan Berg immediately if you or anyone else in your village becomes aware that any such discussions may have occurred.

In the event that you desire to hire a member of the Sikich LLP staff within one year of the completion of this engagement, a recruiting fee will be assessed at 30% of the first year salary per hire and paid to Sikich LLP upon our notification of such hiring.

It is our policy to keep audit records related to this engagement for seven years (from report release date for the audit). However, Sikich LLP does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by any government or regulatory agencies. The audit documentation for this engagement is the property of Sikich LLP.

All information obtained in the course of performing our agreed professional services, including but not limited to, statements, records, schedules, working papers, memorandums, reports, and all other documents and work product prepared by Sikich LLP, will be considered confidential matters not to be disclosed to any other person or persons without your prior written permission, unless otherwise required pursuant to professional standards, statutory or regulatory authority, or court order. The foregoing obligation of confidentiality shall not apply to any information that was in the public domain at the time of the communication thereof to Sikich LLP.

We understand that the Village will provide us with the basic information required for our audit, including information specified in the *Client Assist Workpaper Listing, Preliminary Fieldwork* and in the *Client Assist Workpaper Listing, Final Fieldwork* (to be developed and delivered to the Village at the conclusion of preliminary fieldwork), and that the Village is responsible for the accuracy and completeness of that information.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

As a result of our prior or future services to you, we might be requested or required to provide information or documents to you or a third party in a legal, administrative, regulatory inquiry or arbitration or similar proceeding in which we are not a party. If this occurs, our efforts in complying with such requests will be deemed billable to you as a separate engagement. We shall be entitled to compensation for our time and reasonable reimbursement for our expenses (including legal fees) in complying with the request. For all requests we will observe the confidentiality requirements of our profession and will notify you promptly of the request.

We expect to begin our preliminary fieldwork in June with final fieldwork to begin in October or when the client assist workpapers are prepared, and to issue our reports in preliminary form no later than October. Final reports will be issued upon your approval of the preliminary drafts. Daniel A. Berg is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will not exceed \$20,500 for the Village, \$750 for the Comptroller's Annual Financial Report, \$1,750 for the Police Pension Department of Insurance Annual Financial Report, and \$2,500 for the single audit report, if required, which includes out-of-pocket costs such as report reproduction, postage, etc. This fee is based upon anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Services will be invoiced to you from time to time as work progresses. In accordance with Illinois Compiled Statutes, payments for all services are due within sixty days of receipt of an invoice. Invoices not paid within sixty days are subject to finance charges of 1% per month (12% annually).

We reserve the right to suspend or terminate services for reasonable cause, such as failure to pay our invoices on a timely basis or failure to provide the information or cooperation necessary for successful performance of our services. Our engagement will be deemed to be completed upon written notification of termination, even if we have not completed (specify expected deliverable). You will be obligated to compensate us for the time expended to that point and to reimburse us for all out-of-pocket expenditures through the date of termination.

You agree that our maximum liability to you for any negligent errors or omissions committed by us in the performance of the engagement will be limited to one times the amount of our fees for this engagement, except to the extent determined to result from our gross negligence or willful misconduct. You agree that this limitation apply to any and all liability or cause of action against us, however alleged or arising, unless otherwise prohibited by law or professional standards.

If any dispute, controversy or claim arises in connection with the performance or breach of the agreement, either party may, on written notice to the other party, request that the matter be mediated. Such mediation will be conducted by a mediator appointed by and pursuant to the Mediation Rules of the American Arbitration Association. Both parties will exert their best efforts to discuss with each other in good faith their respective positions in an attempt to finally resolve such dispute or controversy.

Each party may disclose any facts to the other party or the mediator which it, in good faith, considers necessary to resolve the matter. All such discussions, however, will be for the purpose of assisting in settlement efforts and will not be admissible in any subsequent litigation against the disclosing party. Except as agreed by both parties, the mediator will keep confidential all information disclosed during negotiations.

The mediation proceedings will conclude within sixty days from receipt of the written notice unless extended or terminated sooner by mutual consent. Each party will be responsible for its own expenses. The fees and expenses of the mediator, if any, will be borne equally by the parties.

We appreciate the opportunity to be of service to the Village of Round Lake and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Sikich LLP
By Daniel A. Berg, CPA
Partner

RESPONSE:

This letter correctly sets forth the understanding of the Village of Round Lake.

By: _____

Title: _____

Date: _____



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: FISCAL YEAR END APRIL 30, 2015 SALARY ORDINANCE

Agenda Item No. 5.4

Executive Summary:

In conjunction with a resolution previously passed representing the guidelines for employee compensation an annual ordinance should be prepared to reflect a compensation pay plan for employees. As such, attached is an ordinance reflecting such compensation pay plan with a cost of living adjustment at 2.2% for fiscal year end 2014/15. Additional comments are attached.

Recommended Action:

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

Committee: Human Resources & Finance		Meeting Date: 5/5 & 5/19/14	
Lead Department: Administration		Presenter: Steve Shields	
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.	Account(s)	Budget	Expenditure
	Various	-	
	Item Requested		
	All Other Items		
	Y-T-D Actual		
	Encumbered		
	Total:	\$0.00	\$0.00
	Request is over/under budget:		
Under	-		
Over	-		

Salary Ordinance Notes

- Included in the 2014/15 budget is a 2.2% cost of living increase (COLA) and a 3.5% step increase for non-union employees. The 2.2% cost of living increase is based on the cost of living increase for the Public works union employees.
- Both Police and Public Works union employees are not included in the compensation plan schedule. There are 31 union employees in the budget (including new positions).
- If the Ordinance is approved May 19th, the COLA increase would be effective the payroll ending June 1, 2014 (pay period May 19th – June 1st) and forward. It is suggested that no retro cost of living adjustment be made to the beginning of the fiscal year.
- For those that should have received a step increase between May 1st and the effective date of the compensation ordinance, it is recommended that retro pay be given. There is only one employee impacted, the Executive Support Assistant. The retro pay amount would be based on the salary schedule prior to the 2.2% COLA increase reflected in the attached compensation plan.
- Below is the history of salary adjustments over the previous five (5) fiscal years:

Fiscal Year-End	Approval Date	Ordinance No.	COLA	Step	Total
2009/10	1/4/2010	10-O-03	0.00%	3.50%	3.50%
2010/11	4/19/2010	10-O-20	0.00%	0.00%	0.00%
2011/12	3/5/2012	12-O-02	2.00%	0.00%	2.00%
2012/13	N/A - None	-	0.00%	0.00%	0.00%
2013/14	7/15/2013	13-O-07	2.00%	3.50%	5.50%
		5-Year Ave.	0.80%	1.40%	2.20%

- o The step increase recommended in fiscal year end 2015 would be only the third step increase in six years.
- o The 2.2% COLA increase would also be only the third adjustment to the salary schedule in the last six years. COLA adjustments are typically done to the salary schedule to remain competitive with surrounding communities.
- The number of employees impacted includes 18 full-time employees and 1 permanent part-time. Of the 18 full-time employees, 9 employee (50%) are at the highest step (capped) and will only receive the 2.2% COLA. The employees at top of range performance rates section of the compensation plan schedule are at zero percent (past schedules had a 2.0% through 4.0% range).
- The attached Compensation Plan schedule includes:
 - o A part-time General Clerk was move from Grade 1, Step F at \$17.43 (\$36,254 annual) to Grade 5, Step B at \$36,950 annual.
 - o The Finance Director position was moved from Grade 20, Step K (\$93,336 annual) to Grade 23A, Step H (\$94,963) to be in-line with the other Department Heads.

ORDINANCE NO. 14-O-___

FISCAL YEAR END APRIL 30, 2015 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 & 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>No Positions Authorized in this Grade</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
Community Service Officer	\$14.67	-
Accountant	\$23.49	-
Interns	\$15.61	-
Snow Plow Operators	\$15.64	5

(including seasonal workers)

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: HP DESIGNJET T1100 SCANNER MAINTENANCE

Agenda Item No. 5.5

Executive Summary

The HP Designjet T1100 MFP Scanner is in need of its first round of maintenance. The scanner cannot be used for scanning and large document copying until the required maintenance is done. Per the current messages on the scanner, the required maintenance is as follows:

1. Scanner lamp needs replacement.
2. Scanner air filters need replacement.
3. Maintenance Kit #1 required.

Staff attempted to get 3 quotes for the required work with the 3rd from CDW being unable to accommodate our machine. Our first contact was to BHFX who we purchased the scanner from originally and the second contact was to HP Services.

The quote from BHFX is the highest but most comprehensive, leaving no doubt as to the total price. HP gave us a quote for the maintenance kit and labor but we must purchase the lamp/filters separately and do our own installation. We can ask HP to install the lamp/air filters along with the maintenance kit, so the labor costs may or may not change. The following quotes are attached:

1. BHFX quote: \$2,321.10.
2. HP quote: \$1,599 for maintenance kit and labor.
3. HP quote: \$514.75 separate purchase for lamp/air filter, no labor included to install.

My recommendation is the BHFX quote due to the uncertainty of the extra HP labor costs to install the lamp/filters that we have to purchase separately from HP.

Recommended Action

Adopt a Resolution Authorizing HP Designjet T1100 maintenance.

Committee: Building & Zoning	Meeting Date(s): 5/5/14 & 5/19/14																														
Lead Department: Building	Presenter: R. Kraly																														
<p>Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>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.</p>	<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>01-70-80-88018</td> <td></td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$2,500.00</td> <td style="text-align: right;">\$2,321.10</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;">\$2,500.00</td> <td style="text-align: right;">\$2,321.10</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;">\$178.90</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	01-70-80-88018			Item Requested	\$2,500.00	\$2,321.10	YTD Actual		\$0.00	Amount Encumbered		\$0.00				Total:	\$2,500.00	\$2,321.10	Request is over/under budget:			Under		\$178.90	Over	-	
Account(s)	Budget	Expenditure																													
01-70-80-88018																															
Item Requested	\$2,500.00	\$2,321.10																													
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Amount Encumbered		\$0.00																													
Total:	\$2,500.00	\$2,321.10																													
Request is over/under budget:																															
Under		\$178.90																													
Over	-																														

Resolution 2014-R-___

A Resolution Authorizing HP Designjet T1100 Maintenance

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

1. That the maintenance of the HP Designjet T1100 at a price not to exceed \$2,321.10 from BHFx, LLC is hereby approved.
2. The Mayor or his designee is authorized to execute all necessary documents to carry out the purposes of this resolution.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:



Service Estimate

BHFx, LLC

80 West Seegers
 Arlington Heights, IL 60005
 Phone: 800-540-5048 option 4

CUSTOMER ID 10146
 VILLAGE OF ROUND LAKE
 442 N. CEDAR LAKE RD
 ROUND LAKE, IL 60073 USA
 (847) 546-0963
 (847) 546-1872

Work Order# 12991 **Task #** 12991-1
Request Date 3/10/2014 8:17:16 A **Scheduled Date** 3/10/2014 12:17:16 PM

Requester: MARSHA SWENSEN
Requester Phone: (847) 546-0963
Service Call Type: Mechancial

Equipment Serviced: HP Designjet T1100 MFP **Unit:** HP5C036

Serial #: SMY85R5C036

Location:

Model: 310-HP PLOTTERS/Q6713A

Contract Type:

Contract Desc:

Description:

ERROR: SCANNER LAMP NEEDS REPLACEMENT. SCANNER AIR FILTERS NEED REPLACEMENT. MAINTENANCE KIT #1 REQUIRED

Charges:

Item	Description	Quantity	Price	Amount
Labor	2 Labor Hours	1	\$487.50	\$487.50
Q1277-60013	LAMP	1	\$843.60	\$843.60
Q6687-67011	MAINTENANCE KIT	1	\$990.00	\$990.00

Comments:	SUBTOTAL:	\$2,321.10
	TAX:	\$0.00
	Total Amount	\$2,321.10

**Time and Materials Service Pricing:**

BHFX, LLC service technicians are trained and certified by Hewlett Packard, Xerox Engineering Systems and Océ USA-Inc.

Time and Material Service Rates:

Customers not covered by a Comprehensive Maintenance Agreement are invoiced at the prices shown below, which are subject to change without notice. Charges **do not include** replacement parts used in repair. Replacement parts used in repair will be invoiced in addition to the labor charge.

Call Charge (Includes the first 30 minutes of labor)	Labor Rate Per Hour or Any Portion Thereof
\$195.00	\$195.00

1. **Service Call Charge:** A call charge is assessed per machine service call. Call charges includes travel to machine site and 30 minutes minimum labor at the customer site.

Service Hours:

Customer service support is available Monday through Friday from 8:00 am to 5:00 pm local time, excluding BHFX, LLC holidays.

Geographic Coverage:

Fifty (50) mile radius of BHFX, LLC support offices. A \$35.00 travel fee is charged for service outside the 50-mile radius.

Getting support if you have a problem:

1. Call BHFX Customer Support at **800-540-5048 Ext 4**
2. The BHFX, LLC support or service representative will ask a customer for information that will help accurately diagnose the problem and fix it as quickly as possible. Customers may be required to run system self-test programs or to correct reported faults while on the telephone.
3. Based on this discussion, the BHFX, LLC support or service representative will help you fix the problem over the telephone or determine whether to schedule an on-site repair. For on-site services, customer is responsible for providing access to products and for ensuring that a representative is present while service is being performed.

Parts:

Parts used in repair of Customer owned equipment will be invoiced at the prices on BHFX, LLC then current Commercial Parts Price List. This Price List is subject to change without notice. Replacement parts may be new, remanufactured, or used at BHFX, LLC option. All parts used in association with a service call are billable. BHFX, LLC will take title to all parts removed.

Swensen, Marsha

From: Mora, Oscar (PPS CR PCL30 Technical Support Agent) <omora@hp.com>
Sent: Friday, March 14, 2014 1:29 PM
To: Swensen, Marsha
Subject: HP service Maintenance Kit # 1

Hello Marsha,

This is regarding your HP Designjet T1100. The cost of the Maintenance Kit #1 is \$1599. This includes parts (Carriage assembly, Ink Supply Tubes, Belt assembly, Scan Axis Motor and Lubrication kit) and labor. Reply my email if you want to have the printer serviced.

Regards,

Oscar Mora
Designjet Support
omora@hp.com
T +506 2508 6000
AFZ



Swensen, Marsha

From: HP Parts Gallery <HPpartsgallery@hp.com>
Sent: Friday, March 14, 2014 3:36 PM
To: Swensen, Marsha
Subject: HPPS Quote
Attachments: US Quote.doc

Dear Mr. / Ms

Thank you for using HP products; this will be the quote form for the part(s) requested. Please see the quote document on the attached file.

Please remember we are not accepting Purchase Orders unless they come along with a valid HP Parts Store Net 30 Terms account Number. You may still place your order with a credit card at our website www.hp.com/buy/parts , or contact one of our support specialists at 1-800-227-8164 Opt 3 to assist you in the ordering process or to help you in the process of setting up an account.

Please be aware that if you are going to fax a PO number is a mandatory requirement to include a valid Net 30 account number (Our net 30 accounts formats are either 013xxxxxxx or 05xxxxxxx), the omission of this paramount information may cause your order request to be rejected.

Regards,
GBS Parts Sales Center



"Please do not reply to this e mail, for help please call us to: 1-800-227-8164 Opt. 3 or send an email to partstore@hp.com "



HP Parts Ordering Quote sheet

Customer information

Contact name	Marsha Swensen
Company name	-
Phone number	8475460963
Fax number	-
Date	-
10Customer account number	-

Quote information

Part	List Price (USD)	Defective Core Charge (USD)	Net Price (USD)	Qty	Select
Q1277-60013 In stock Fluorescent lamp - To illuminate documents for scanning	503.50	0.00	503.50	1	<input type="checkbox"/>

plus minimum \$11.25 S/H

Where do I go to place future orders with HP Parts Business Sales Center?

- To place orders online or to view updated parts, pricing, and availability, visit us at www.hp.com/buy/parts.

***Applicable only for both public sector institutions and companies that possess a HP Parts Store Net 30 terms account number. This requirement is mandatory.**

* Please remember that we are not accepting Purchase Orders unless they come along with a valid HP Parts Store Net 30 Terms account Number. You may still place your order with a credit card at our website www.hp.com/buy/parts, or contact one of our support specialists at 1-800-227-8164 opt 3 to assist you in the ordering process or to help you in the process of setting up an account.

Hewlett Packard Company accepts the following forms of payment: pre-paid account, credit card. Hewlett Packard Company does not accept CODs. Accounts exist solely to maintain addresses and tax information within the order placement system. Accounts not used quarterly will be discontinued. Accounts for Net 30 terms are available for qualified customers. Part availability subject to change daily. Shipping for HP Parts orders are limited to the assigned carriers, shipping options, and pricing per HP Parts Business practice. HP does not ship "Freight Collect" or offer to use an alternate carrier.

Swensen, Marsha

From: Paul Reetz <paulree@cdwg.com>
Sent: Friday, March 21, 2014 7:12 AM
To: Swensen, Marsha
Subject: RE: HP services

Marsha,

I appreciate your patience on this. Unfortunately, I just found out that we cannot source these HP service contracts. This is honestly surprising to me as I thought, of all vendors, we carried everything HP had to offer. That said, enterprise printer services are always hit-or-miss.

It looks like you'll have to go with one of your current quotes/vendors.

Thanks,

Paul Reetz
Account Manager | CDW•G
Phone: 312.547.2335 | Toll-Free: 877.525.1587 | Fax: 847.371.3241



From: Swensen, Marsha [mailto:mwsensen@eroundlake.com]
Sent: Friday, March 14, 2014 3:53 PM
To: Paul Reetz
Subject: RE: HP services

Paul,

Next week is fine for getting the quote to me.

Thanks,
Marsha

Marsha Swensen
Administrative Assistant
Village of Round Lake, Building Department
Office: 847-546-0963
Fax: 847-546-1872
mwsensen@eroundlake.com

From: Paul Reetz [mailto:paulree@cdwg.com]
Sent: Friday, March 14, 2014 3:52 PM
To: Swensen, Marsha
Subject: RE: HP services

Marsha,

It looks like we can help you out but I will need to get this part SKUed by our purchasing department so I can quote and sell it. I won't be able to produce a quote for you until sometime next week. Is this acceptable?



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: PURCHASE OF LIFTING FORKS

Item **5.6**

Executive Summary:

1. The "Home Made" Lifting Forks that were made more than 10 years ago have recently failed due to corrosion, fatigue and questionable design. Please see attached photos. Without suitable and safe Lifting Forks for our Front End Loader, we are limited to the "BobCat" Lifting Forks which is limited to under 2000lbs lifting capacity. Recent lifting work with the Bobcat Forks on solid, level ground caused the Rear Wheels to come off the ground as we approached 2000 lbs.
2. Our efforts to find a used, appropriately sized Lifting Forks for our Front End Loader (with a 20,000 lb lifting capacity) have not provided anything promising. A new set of Lifting Forks from the John Deere Dealer (where we purchased the Front End Loader, West Side Tractor) is \$4,950.00. See attached quote.
3. This Item was not an intended purchase in our FY 14/15 Budget but is a necessary item for our safe and efficient work. Funding to cover this unanticipated purchase is sufficient from our General Fund and Water Sewer Fund.

Recommended Action:

Approve the Purchase of a New, properly designed, sufficient lifting capacity Lifting Forks.

Committee: PW/FAC/ENGR		Meeting Date: May 5, 2014, May 19, 2014	
Lead Department: Public Works		Presenter: Ron Kroop	
Item Budgeted: <input type="checkbox"/> Yes <input checked="" 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.			
	Account No(s):	Budget:	Expenditures
	01-60-80-88024	\$21,000.00	
	50-60-80-88024	\$2,500.00	
	This Request		\$4,950.00
	Total:	\$23,500.00	\$4,950.00
Request is over/under budget:			
	Under		\$18,550.00
	Over	-	



1560 N Old Rand Rd. • Wauconda, IL 60084

(847) 526-7700

NAPERVILLE • ROCKFORD • SOUTH HOLLAND • WAUCONDA

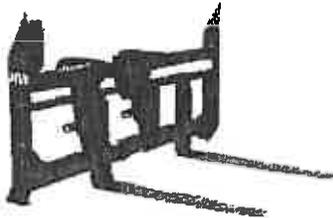
Page 1 of 1

Village of Round Lake
751 W. Town Line Rd.
Round Lake, IL 600073
Attn: Ron Kroop,
FX (847) 740-3576

05-01-14

Thank you for allowing West Side Tractor Sales the opportunity to offer a quote on:

(1) Set of JRB 60" X 60" construction forks to fit existing JRB coupler **\$4,950**

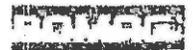


This price is valid for 30 days from the above date.
Thank you

Chris Mazzoni
West Side Tractor Sales
Cell: (630) 816-5001
Office: (847) 526-7700
Office Fax: (847) 526-3565
Home Fax: (224) 678-9137
cmazzoni@westsidetractorsales.com
www.westsidetractorsales.com



JOHN DEERE



Resolution 14-R-__

A Resolution Authorizing the Purchase of Lifting Forks

BE IT RESOLVED by the Village President and Board of Trustees of the Village of Round

Lake as follows:

1. The purchase of a set of Lifting Forks from West Side Tractor Sales at a price not to exceed \$4,950.00 is hereby approved.
2. The Mayor or his designee is authorized to execute all necessary documents to carry out the purposes of 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: 2014-2015 CDBG/MFT/WATER/SEWER LAKEWOOD
 TERRACE WATER MAIN & ROAD IMPROVEMENTS – FINAL PHASE

Agenda Item No. **5.7**

Executive Summary

This project includes roadway reconstruction, storm sewer installation and curb & gutter. It also includes replacement of approximately 1000 linear feet of outdated water main. The project location includes the segment from Spankey Court to Washington Street at the north end, and from Cedar Lake Road to the beginning of Phase 1 improvements at the south end.

The project will benefit from an \$85,000 CDBG grant from Lake County, for construction.

Recommended Action

Approve the Village's Consulting Engineer's Work Order 140457.40 in the amount not to exceed \$60,000 to provide Design Engineering Services for Phase 3 of the Lakewood Terrace Water Main and Road Improvements project.

Committee: PW/FCA/Eng	Meeting Date(s): May 5																															
Lead Department: Engineering & PW	Presenter: Ron Kroop																															
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="text-align: center;">Account(s)</th> <th style="text-align: center;">Budget</th> <th style="text-align: center;">Expenditure</th> </tr> </thead> <tbody> <tr> <td>50-60-81-88101</td> <td style="text-align: right;">\$1,991,325.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$60,000.00</td> <td style="text-align: right;">\$60,000.00</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;">\$2,051,325.00</td> <td style="text-align: right;">\$60,000.00</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;">\$1,991,325.00</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	50-60-81-88101	\$1,991,325.00		Item Requested	\$60,000.00	\$60,000.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00				Total:	\$2,051,325.00	\$60,000.00	Request is over/under budget:			Under		\$1,991,325.00	Over	-	
Account(s)	Budget	Expenditure																														
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Request is over/under budget:																																
Under		\$1,991,325.00																														
Over	-																															

**VILLAGE OF ROUND LAKE, ILLINOIS
LAKEWOOD TERRACE PHASE III - DESIGN ENGINEERING SERVICES**

WORK ORDER

ENGINEERS' PROJECT NO. 140457.40

Project Description:

The Project consists of design engineering for roadway reconstruction and water main replacement on the remainder of Lakewood Terrace. The limits of the Project are more specifically described in Attachment A of this Work Order and the tasks are more specifically described in Attachment B.

Engineering Services:

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

Compensation:

Compensation for the services will be in accordance with the Village Engineering Services Agreement dated March 18, 1998. The Engineers' fee for items as described will not exceed **\$60,000.00** for Design Engineering without prior written approval of the Village.

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

By: _____

Louis D. Hausmann, PE, PTOE

Title: Vice President/COO

Date: April 24, 2014

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

By: _____

Daniel A. MacGillis

Title: Mayor

Date: _____

Additional Comments and Conditions:

SCHEDULE

Notice to Proceed

May 5, 2014

Topographic Survey Completed

May 15, 2014

Prefinal PS&E to IDOT and Village for Review

June 23, 2014

Final PS&E Approved by IDOT & Village

July 7, 2014

Advertise for Bidding

July 10, 2014

Open Bids

July 24, 2014

Award Contract

August 4, 2014

Begin Construction

September 2, 2014

Project Description

The limits of the Project are described as follows:

Street

Limits

Lakewood Terrace
Lakewood Terrace

Cedar Lake Road to 400 ft. east
Spankey Court to Washington Street

The anticipated work includes hot-mix asphalt pavement reconstruction; curb and gutter and storm sewer installation; water main replacement, including fire hydrants, water services, and valve vaults; utility structure adjustments; driveway replacements; and parkway restoration. Project length is approximately 1100 linear feet.

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. EARLY COORDINATION AND DATA COLLECTION

- **DATA COLLECTION** – Obtain, review and evaluate the following information for use in design:
 - Utility Atlases
 - Aerial Photography
 - National Wetland Inventory & Lake County Wetland Maps
 - FEMA Flood Insurance Rate Maps
 - Lake County GIS data
 - Lake County Tax Maps
 - Existing plans of previous adjacent improvements (including LCDOT Washington Street plans)
 - Round Lake Village Standards & Ordinances
 - Existing survey data

- **FIELD VISITS** – Project Engineer to conduct one field review of existing conditions on the site to identify drainage patterns, identify potential design challenges, verify topographic survey, take photographs, and take additional measurements.

- **AGENCY & UTILITY COORDINATION** – Coordinate with IDOT and permitting agencies to identify and define requirements. Contact J.U.L.I.E. for potentially impacted utility companies and obtain available data of records indicating locations of underground utilities. If required, contact the Illinois Historic Preservation Agency (IHPA) and submit an IEPA EcoCAT request for Cultural and Biological clearance. Any fees required to conduct an EcoCAT or for IHPA review are not included in this agreement.

- **GEOTECHNICAL REPORT** - Hire a geotechnical subconsultant to take 6-foot pavement borings at 300-foot spacing on alternating sides of the pavement centerline and obtain topsoil thicknesses at select locations within the project

limits. Provide analysis and recommendations, including subgrade, in a soils report in accordance with IDOT guidelines.

2. TOPOGRAPHIC SURVEY

- **TOPOGRAPHIC SURVEY** – Perform topographic survey within the project limits and cross section existing roadway at 50-foot intervals. The limits of the survey will be from the west right-of-way (ROW) of Cedar Lake Road to end of the previous improvements on Lakewood Terrace Phase I (450-feet total) and from the intersection with Spankey Court to the Centerline of Washington Street (815-feet total). State plane coordinates and NAVD 88 will be used for horizontal and vertical controls. Collect photographs along the project route to assist with design drawings and exhibits. Field locate existing property corners to verify property boundaries and limits of existing ROW.
- **TERRAIN MODEL** – Download survey data; develop digital terrain model for use in design and plan preparation; draw in underground utilities from survey structure investigations, and available utility atlases from the Village and utility companies.

3. PLAN PREPARATION

- **ESTIMATE OF COST AND TIME** – Prepare summary of quantities, estimate of time, schedules of materials, and an engineer's estimate of cost.
- **SPECIFICATIONS** – Prepare special provisions and bidding forms in accordance with IDOT MFT guidelines and adding the latest CDBG compliance package as required by Lake County.
- **ROADWAY DESIGN** - Prepare the pavement design and geometric plan and profile sheets for the roadway design including improvement limits, curb and gutter, driveway replacements, utility structure adjustments, and pavement markings.
- **DRAINAGE DESIGN** – Prepare inlet and storm sewer design for the proposed improvements. It is assumed that project outfalls will be maintained and not modified as part of this project.
- **WATER MAIN DESIGN** - Design the proposed water main in compliance with Illinois Environmental Protection Agency (IEPA) rules and to avoid existing utilities obtain IEPA permit for construction. The water main plans will include existing and proposed alignments, and locations of fire hydrants, typical service connections, valves, vaults, and connections to existing mains.

- DETAILED DRAWINGS - Complete plan sheets required for bidding including: Cover, General Notes, Summary of Quantities, Schedule of Quantities, Typical Sections, Erosion Control, Geometric Plan and Profile, Drainage and Utilities, Details, and Cross Sections.
- CROSS SECTION DESIGN - Design roadway cross sections at 50-foot intervals and at all cross streets, driveways and cross-road culverts. Compute earthwork calculations. Stage construction earthwork calculations are not anticipated.
- QC/QA - Perform an in-house peer and constructability review of the pre-final plans, specifications, and estimates of cost.

4. PERMITTING

- IEPA WATER MAIN PERMIT – Prepare and submit an application with plans and specifications to the IEPA Division of Public Water Supplies to secure a permit to construct the proposed water main. No fee is anticipated for this permit and is not included in this agreement.
- LAKE COUNTY D.O.T. PERMIT - Prepare and submit an application with plans and specifications to the Lake County Division of Transportation Permit Section to secure a permit to construct improvements at Cedar Lake Road. Work is not anticipated at Washington Street due to ongoing improvements. All permit fees required by LCDOT are not included in this agreement and shall be paid for separately by the Village.

5. MEETINGS – Attend meetings with Village staff to discuss the Project. The following meetings are anticipated:

- 1 kick-off meeting.
- 2 progress meetings.

No public involvement is anticipated for this Project.

6. ASSIST BIDDING - Provide design assistance and clarification for bid documents. Assist the Village with coordination and scheduling during the bid process. Provide documents for bidding and assist the Village in solicitation of bids from as many qualified bidders as possible, attend bid opening to receive and evaluate bids, tabulate bids, and make a recommendation to the Village for an award of contract.

7. MANAGE PROJECT – Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope.

Coordinate with Village and project team to incorporate Village goals into the final project. Prepare and submit monthly invoices and coordinate invoices from sub-consultants.

2014 LAKEWOOD TERRACE PHASE III

EXHIBIT A

DESIGN ENGINEERING

Route:
Local Agency:
Section:
Project:
Job No.: 140457.40

Village of Round Lake
(Municipality/Township/County)

Method of Compensation:
Cost Plus Fixed Fee 1
Cost Plus Fixed Fee 2
Cost Plus Fixed Fee 3
Direct Labor Multiple
Specific Rate
Lump Sum

- 14.5%[DL + R(DL) + OH(DL) + IHDC]
- 14.5%[DL + R(DL) + 1.4(DL) + IHDC]
- 14.5%[(2.8 + R)DL] + IHDC
-
-
-

*Firm's approved rates on file with IDOT's
Bureau of Accounting and Auditing:
Overhead Rate (OH) 155%
Complexity Factor (R) 0

Profit % IDOT Allowable 14.5%
B&W Proposed 6.0%

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
EARLY COORD & DATA COLLECTION									
Data Collection	ENGR III	4	\$38.62	\$154.00	\$239.00			\$24.00	\$417.00
	ENGR I	4	\$23.80	\$95.00	\$147.00			\$15.00	\$257.00
Field Visits	ENGR III	5	\$38.62	\$193.00	\$299.00		\$25.00	\$31.00	\$548.00
Agency & Utility Coordination	ENGR III	12	\$38.62	\$463.00	\$718.00		\$50.00	\$74.00	\$1,305.00
	ENGR I	8	\$23.80	\$190.00	\$295.00			\$29.00	\$514.00
Geotechnical Report	ENGR III	5	\$38.62	\$193.00	\$299.00	\$2,640.00		\$30.00	\$3,162.00
TOPOGRAPHIC SURVEY									
Topographic Survey	CAD/GIS/Surv Tech I	2	\$25.04	\$50.00	\$78.00		\$195.00	\$19.00	\$342.00
	CAD/GIS/Surv Tech II	25	\$29.58	\$739.00	\$1,145.00			\$113.00	\$1,997.00
	CAD/GIS/Surv Tech IV	30	\$39.22	\$1,177.00	\$1,824.00			\$180.00	\$3,161.00
Terrain Model	CAD/GIS/Surv Tech IV	31	\$40.25	\$1,248.00	\$1,934.00			\$191.00	\$3,373.00
PLAN PREPARATION									
Estimate of Cost & Time	ENGR III	12	\$38.62	\$463.00	\$718.00			\$71.00	\$1,252.00
	ENGR I	18	\$23.80	\$428.00	\$659.00			\$56.00	\$1,090.00
Specifications	ENGR III	8	\$38.62	\$309.00	\$479.00			\$47.00	\$835.00
	ENGR I	10	\$23.80	\$238.00	\$369.00			\$36.00	\$643.00
Roadway Design	ENGR III	25	\$38.62	\$966.00	\$1,497.00			\$148.00	\$2,611.00
	ENGR I	35	\$23.80	\$833.00	\$1,291.00			\$127.00	\$2,251.00
Drainage Design	ENGR III	30	\$38.62	\$1,159.00	\$1,796.00			\$177.00	\$3,132.00
Water Main Design	ENGR III	40	\$38.62	\$1,545.00	\$2,395.00			\$236.00	\$4,176.00
	SR ENGR III	20	\$53.78	\$1,076.00	\$1,685.00			\$165.00	\$2,909.00
Detailed Drawings	ENGR III	10	\$38.62	\$386.00	\$596.00			\$59.00	\$1,043.00
	ENGR I	20	\$23.80	\$476.00	\$736.00			\$73.00	\$1,287.00
	CAD/GIS/Surv Tech II	90	\$32.51	\$2,926.00	\$4,535.00			\$448.00	\$7,909.00

2014 LAKEWOOD TERRACE PHASE III

EXHIBIT A

DESIGN ENGINEERING

Route:

Local Agency:

Village of Round Lake
(Municipality/Township/County)

Section:

Project:

Job No.: 140457.40

Method of Compensation:

Cost Plus Fixed Fee 1

Cost Plus Fixed Fee 2

Cost Plus Fixed Fee 3

Direct Labor Multiple

Specific Rate

Lump Sum

-
-
-
-
-
-

14.5%[DL + R(DL) + OH(DL) + IHDC]

14.5%[DL + R(DL) + 1.4(DL) + IHDC]

14.5%[(2.8 + R)DL] + IHDC

Profit %

IDOT Allowable

B&W Proposed

14.5%

6.0%

*Firm's approved rates on file with IDOT's
Bureau of Accounting and Auditing:

Overhead Rate (OH) 155%

Complexity Factor (R) 0

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
Cross Section Design	ENGR III	16	\$38.62	\$618.00	\$958.00			\$95.00	\$1,671.00
	ENGR I	20	\$23.80	\$476.00	\$738.00			\$73.00	\$1,287.00
	QC/QA SR ENGR II	4	\$45.66	\$183.00	\$284.00			\$28.00	\$485.00
	SR ENGR IV	4	\$59.79	\$239.00	\$370.00			\$37.00	\$646.00
	SR ENGR III	4	\$53.78	\$215.00	\$333.00			\$33.00	\$581.00
PERMITTING									
IEPA Water Main Permit	ENGR III	8	\$38.62	\$309.00	\$479.00		\$15.00	\$48.00	\$851.00
	SR ENGR III	2	\$53.78	\$108.00	\$167.00			\$17.00	\$292.00
	ENGR III	12	\$38.62	\$463.00	\$718.00		\$25.00	\$72.00	\$1,278.00
MEETINGS									
	ENGR III	10	\$38.62	\$386.00	\$598.00		\$50.00	\$62.00	\$1,096.00
	SR ENGR IV	10	\$60.61	\$606.00	\$939.00			\$93.00	\$1,638.00
ASSIST BIDDING	SR ENGR IV	6	\$60.61	\$364.00	\$564.00		\$15.00	\$57.00	\$1,000.00
	ENGR III	12	\$38.62	\$463.00	\$718.00			\$71.00	\$1,252.00
	CLERICAL I	1	\$25.24	\$25.00	\$39.00			\$4.00	\$66.00
MANAGE PROJECT	SR ENGR IV	6	\$60.61	\$364.00	\$564.00			\$56.00	\$984.00
	ENGR III	25	\$38.62	\$966.00	\$1,497.00			\$148.00	\$2,611.00
	SR ENGR III	0.5	\$55.72	\$28.00	\$43.00			\$4.00	\$75.00
	CLERICAL I	0.5	\$25.21	\$13.00	\$20.00			\$2.00	\$35.00
TOTALS		583		\$ 21,086	\$ 32,682	\$ 2,640	\$ 375	\$ 3,251	\$ 60,034

In-House Direct Costs:
VEHICLE EXPENSES - TRAVEL (\$0.565/mile)
POSTAL/SHIPPING - AT COST

Resolution 2014-R-___

A Resolution Approving a Design Engineering Services Work Order for the Lakewood Terrace Water Main and Road Improvements 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 Lakewood Terrace Water Main and Road Improvements 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
AGENDA ITEM SUMMARY

TITLE: VALLEY LAKES SUBDIVISION REHABILITATION OF
 SELECTED ROADS

Agenda Item No. **5.8**

Executive Summary

This project includes reconstruction of failed road sections of the pavement system along the curb/gutter edge at various locations. Reconstruction of the failed areas will be followed by resurfacing the full pavement width through the reconstructed area.

Reconstruction will restore the structural capacity of the pavement system and provide a smooth riding surface. Resurfacing will also seal the roadway from infiltration of stormwater, which contributes to accelerated deterioration.

This is part of a multi-year project of pavement rehabilitation in Valley Lakes Subdivision. Locations to be addressed under this phase include Spring Valley Drive (two locations), Prairie Spring Drive, Waterford Drive and Spring Lake Drive.

Recommended Action

Approve the Village's Consulting Engineer's Work Order 140454.40 in the amount not to exceed \$5,000 to provide Design Engineering Services for the Valley Lakes Subdivision Rehabilitation of Selected Roads project.

Committee: PW/FCA/Eng	Meeting Date(s): May 5																											
Lead Department: Engineering & PW																												
Presenter: Ron Kroop																												
<p>Item Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>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.</p>	<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>35-20-73-77307</td> <td style="text-align: right;">\$373,000.00</td> <td></td> </tr> <tr> <td>Item Requested</td> <td style="text-align: right;">\$5,000.00</td> <td style="text-align: right;">\$5,000.00</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>Total:</td> <td style="text-align: right;">\$378,000.00</td> <td style="text-align: right;">\$5,000.00</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;">\$373,000.00</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	35-20-73-77307	\$373,000.00		Item Requested	\$5,000.00	\$5,000.00	YTD Actual		\$0.00	Amount Encumbered		\$0.00	Total:	\$378,000.00	\$5,000.00	Request is over/under budget:			Under		\$373,000.00	Over	-	
Account(s)	Budget	Expenditure																										
35-20-73-77307	\$373,000.00																											
Item Requested	\$5,000.00	\$5,000.00																										
YTD Actual		\$0.00																										
Amount Encumbered		\$0.00																										
Total:	\$378,000.00	\$5,000.00																										
Request is over/under budget:																												
Under		\$373,000.00																										
Over	-																											

VILLAGE OF ROUND LAKE, ILLINOIS
2014 VALLEY LAKES SUBDIVISION PATCHING

EXHIBIT A

DESIGN ENGINEERING

Route:

Local Agency:

Section:

Project:

Job No.: 140454.40

*Firm's approved rates on file with IDOT's Bureau of Accounting and Auditing:
Overhead Rate (OH) 155%
Complexity Factor (R) 0

Village of Round Lake
(Municipality/Township/County)

Method of Compensation:

Cost Plus Fixed Fee 1

Cost Plus Fixed Fee 2

Cost Plus Fixed Fee 3

Direct Labor Multiple

Specific Rate

Lump Sum

14.5%(DL + R)(DL) + OH(DL) + IHDC)

14.5%(DL + R)(DL) + 1.4(DL) + IHDC)

14.5%[(2.8 + R)DL] + IHDC

Profit %

IDOT Allowable
B&W Proposed

14.5%

6.0%

Cost Estimate of Consultant's Services in Dollars

Element of Work	Employee Classification	Man-Hours	Payroll Rate	Payroll Costs (DL)	Overhead*	Services by Others	In-House Direct Costs (IHDC)	Profit	Total
MANAGE PROJECT	DOT ENGR III	2	\$54.00	\$108.00	\$187.00			\$17.00	\$292.00
PRELIM PLANS, SPECS & ESTIMATE OF COST									
Agency Coordination	DOT ENGR III	2	\$54.00	\$108.00	\$187.00		\$10.00	\$17.00	\$302.00
Field Evaluation	DOT ENGR III	4	\$54.00	\$216.00	\$335.00		\$36.00	\$35.00	\$622.00
Project Details and Standards	DOT ENGR III	6	\$54.00	\$324.00	\$502.00			\$50.00	\$876.00
	CAD OP II	2	\$27.47	\$55.00	\$85.00			\$8.00	\$148.00
Estimate of Cost	DOT ENGR III	2	\$54.00	\$108.00	\$187.00			\$17.00	\$292.00
Preliminary Geometric Plans	DOT ENGR III	4	\$54.00	\$216.00	\$335.00			\$33.00	\$584.00
	CAD OP II	2	\$27.47	\$55.00	\$85.00			\$8.00	\$148.00
Special Provisions	DOT ENGR III	4	\$54.00	\$216.00	\$335.00			\$33.00	\$584.00
FINAL PLANS, SPECS & ESTIMATE OF COST									
Quality Control/Quality Assurance	ENGR III	1	\$38.82	\$39.00	\$60.00			\$6.00	\$105.00
	SR ENGR IV	1	\$9.79	\$9.00	\$9.00			\$9.00	\$162.00
Final Contract Plans & Contractor's Proposal	DOT ENGR III	4	\$54.00	\$216.00	\$335.00		\$10.00	\$34.00	\$595.00
PROJECT BID									
Assistance to Bidders	DOT ENGR III	0.5	\$54.00	\$27.00	\$42.00			\$4.00	\$73.00
Attend Bid Opening		0.5	\$54.00	\$27.00	\$42.00			\$4.00	\$73.00
Tabulate Bids & Letter of Recommendation		1	\$54.00	\$54.00	\$84.00			\$8.00	\$146.00
TOTALS									
		36		\$ 1,829	\$ 2,894		\$ 56	\$ 283	\$ 5,002

In-House Direct Costs:

VEHICLE EXPENSES - TRAVEL (\$0.565/mile)

**VILLAGE OF ROUND LAKE, ILLINOIS
VALLEY LAKES SUBDIVISION PATCHING 2014**

WORK ORDER

ENGINEERS' PROJECT NO. 140454.40 (DESIGN) & 140454.60 (CONSTRUCTION)

Project Description:

The Project consists of design and construction-related engineering for patching and resurfacing of parts of Spring Valley Drive, Prairie Spring Drive, Waterford Drive, and Spring Lake Drive, all located within the Valley Lakes Subdivision. The limits of the Project are more specifically described in Attachment A of this Work Order and the tasks are more specifically described in Attachment B.

Engineering Services:

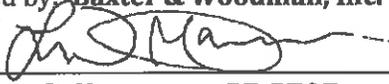
The general provisions of this contract are enumerated in the Village Engineering Services Agreement between the Village and the Engineers dated March 18, 1998. The scope of services for this Project is listed in Attachment B.

Compensation:

Compensation for the services will be in accordance with the Village Engineering Services Agreement dated March 18, 1998. The Engineers' fee for items as described will not exceed **\$5,000.00** for Design Engineering and **\$10,000.00** for Construction Engineering without prior written approval of the Village.

Design Engineering Services	<input type="checkbox"/> \$ 5,000.00	Check and Initial to Accept
Construction Engineering Services	<input type="checkbox"/> \$10,000.00	Check and Initial to Accept

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

By: 
 Louis D. Hausmann, PE, PTOE
 Title: Vice President/COO
 Date: April 24, 2014

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

By: _____
 Daniel A. MacGillis
 Title: Mayor
 Date: _____

Additional Comments and Conditions:

SCHEDULE

Notice to Proceed	May 6, 2014
Preliminary PS&E to Village for Review	June 2, 2014
Final PS&E Approved by Village	June 20, 2014
Advertise for Bidding	June 26, 2014
Open Bids	July 17, 2014
Award Contract	July 21, 2014
Begin Construction	July 28, 2014
Complete Construction	September 28, 2014

Project Description

The proposed work, as described by the Village, shall entail reconstruction of failed sections of pavement systems along the curb & gutter edge and resurface the entire section of the roadway at the area of patching. This work is to provide adequate structural capacity to the selected roads to prevent complete failure and resurface the entire road section to provide a smooth riding surface.

Pavement patching and resurfacing shall occur at various locations, as determined by field investigations with the Village's staff, up to the Village's budgeted amount for construction costs.

The limits of the Project are described as follows:

<u>Street</u>	<u>Limits</u>
Spring Valley Drive	Various locations
Prairie Spring Drive	Various locations
Waterford Drive	Various locations
Spring Lake Drive	Various locations

The anticipated work may include the following:

- milling the existing pavement
- removal of existing pavement (approximately 4' in width) along edge of pavement
- undercutting of subgrade (as necessary)
- installation of underdrain (as necessary and possible)
- constructing hot-mix asphalt patch
- hot-mix asphalt pavement resurfacing
- any necessary pavement markings

Design Engineering Scope of Services (140454.40)

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.

1. PROJECT MANAGEMENT AND MEETINGS

- Plan, schedule, and control the activities that must be performed to complete the Project. Confer with Village staff, from time to time, to clarify and define the general scope, extent, and character of the Project.
- Attend one kick-off meeting with the Village to review the Project and establish Project criteria and clear lines of communication, and one progress meeting to review the Bid Spec Package, Contract Proposal, and Estimate of Cost prior to final preparation.

2. PRELIMINARY DESIGN

- **AGENCY COORDINATION** – Notify and coordinate the proposed improvements with utility companies.
- **FIELD EVALUATION** – Perform a field evaluation of the condition of existing pavements and measure and calculate quantities of pavement repair. Take photographs of existing conditions and prepare notes to assist with preparation of bid spec package.

3. FINAL DESIGN

- **FINAL CONTRACT PLANS AND CONTRACT PROPOSAL** – Prepare contract documents consisting of Bid Spec Package, Special Provisions, Contract Proposals, and Engineer's Estimate of Probable Construction Cost for the Village to receive construction bids on the Project. Make any necessary changes to the documents as required by the Village. Provide the Village with electronic documents of the Bid Spec Package, Specifications, and Estimate of Cost, if requested.
- **PROJECT DETAILS AND STANDARDS** – Prepare a bid spec package which will include, Typical Sections, General Notes, Location Map Design Details, Summary of Quantities, IDOT Standard Detail sheets and Special Provisions in accordance with IDOT MFT guidelines. Full-Size plan sheets are not included with this scope of services.
- **SPECIAL PROVISIONS** – Prepare Project special provisions and bidding forms in accordance with IDOT MFT guidelines.

- ESTIMATE OF COST – Prepare summary of quantities and an engineer’s estimate of cost.
- QC/QA – Perform an in-house peer review and constructability review of the final plans, specifications, and estimates of cost for the Project.

4. ASSIST BIDDING

- Provide documents for bidding and assist the Village in solicitation of bids from as many qualified bidders as possible for the Project, receive and evaluate bids, tabulate bids, and make a recommendation to the Village for an award of contract.

Construction-Related Engineering Scope of Services (140454.60)

5. Act as the Owner’s representative with duties, responsibilities and limitations of authority as assigned in the construction contract documents.

6. PROJECT INITIATION

- Prepare Award Letter, Agreement, Contract Documents, Performance/Payment Bonds, and Notice to Proceed. Review Contractor insurance documents.
- Attend and prepare minutes for the preconstruction conference, and review the Contractor’s proposed construction schedule and list of subcontractors.

7. CONSTRUCTION ADMINISTRATION

- Attend periodic construction progress meetings.
- Shop drawing and submittal review by ENGINEER shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. OWNER agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. OWNER further agrees that the ENGINEER’s review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs and precautions. ENGINEER’s consideration of a component does not constitute acceptance of the assembled item.
- Prepare construction contract change orders and work directives when authorized by the Owner.
- Review the Contractor’s requests for payments as construction work progresses, and advise the Owner of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.

8. FIELD OBSERVATION

- ENGINEER's site observation shall be at the times agreed upon with the Owner. ENGINEER will provide Resident Project Representatives at the construction site on a periodic part-time basis from the ENGINEER's office of not more than eight (8) hours per regular weekday, not including legal holidays (for up to 75 hours) as deemed necessary by the ENGINEER, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion. Through standard, reasonable means, ENGINEER will become generally familiar with observable completed work. If ENGINEER observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and OWNER to address. ENGINEER shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the ENGINEER have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. ENGINEER neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. ENGINEER shall not be responsible for the acts of omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except ENGINEER's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the ENGINEER.
- Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
- Keep a daily record of the Contractor's work on those days that the ENGINEERS are at the construction site including notations on the nature and cost of any extra work, and provide weekly reports to the Owner of the construction progress and working days charged against the Contractor's time for completion.

9. COMPLETION OF PROJECT

- Provide construction inspection services when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.

-
- Review the Contractor's requests for final payment, and advise the Owner of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.

10. PROJECT CLOSEOUT

- Provide construction-related engineering services including, but not limited to, General Construction Administration and Resident Project Representative Services.

Resolution 2014-R-___

A Resolution Approving a Design Engineering Services Work Order from Baxter & Woodman, Inc. for the Valley Lakes Subdivision Rehabilitation of Selected Roads

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 Valley Lakes Subdivision Rehabilitation of Selected Roads, 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
AGENDA ITEM SUMMARY

TITLE: LAKEWOOD TERRACE SANITARY SEWER LIFT STATION UPGRADE

Item

10.1

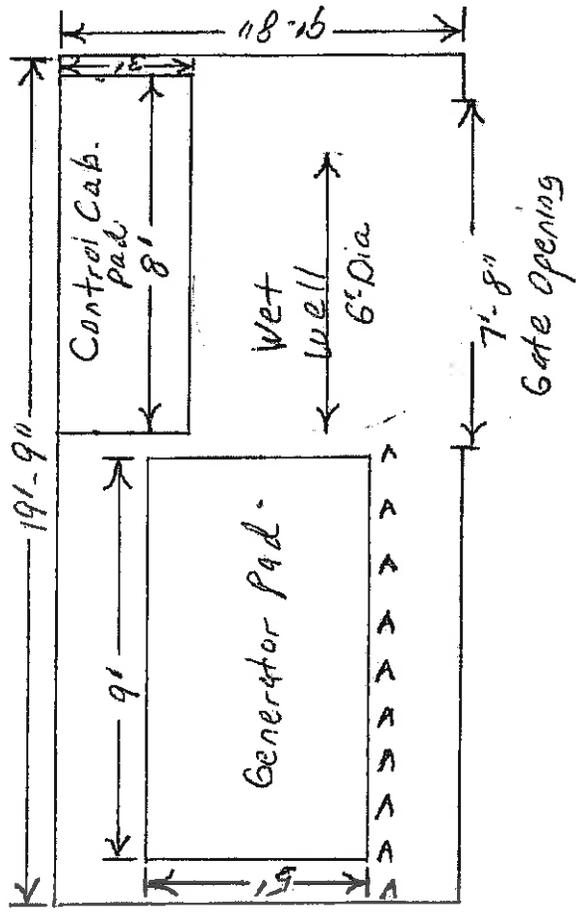
Executive Summary:

1. As discussed at the May 5th COTW, and as reflected below, three (3) Sanitary Sewer Lift Stations are proposed for In-House upgrade of the Control Systems along with addition of Back Up Power. As suggested by the Board, each Lift Station should be presented separately; therefore this Agenda Item has been revised to seek concurrence for proceeding with material acquisition for only the Lakewood Terrace Lift Station at a cost of \$25,000.00.
2. The FY 14/15 Public Works Water & Sewer CIP Budget includes \$78,000 for upgrade of three (3) Sanitary Sewer Lift Station to provide improve operational control, information access,, warnings (SCADA) safe access to the controls and physical appearance. The three Lift Stations are: Lakewood Terrace, Nippersink, and Cambridge Court. The work will be accomplished In-House except for Fence Installation.
3. The first Lift Station that will be upgraded is Lakewood Terrace. The material items needed total 45; only two of which exceeds \$1,500. ("MultiTrode" Controller (\$6,920.) and Control Cabinet (\$2,600.)). Refer to the attached Sketch and Material List. NOTE: A Back Up Power Generator was purchased last FY and will be installed as part of this upgrade.. ALSO NOTE: The FY 14/15 Budget includes purchasing two additional Generators to continue our efforts to have back up power for all critical facilities.
4. Design, material list development for Nippersink LS and Cambridge Court LS will begin in May with the intention to purchase the material to have available for starting those Lift Stations upon completion of Lakewood Terrace.

Recommended Action:

Approve proceeding with the In-House upgrade of Lakewood Terrace Sanitary Sewer Lift Station, purchasing the necessary material in the most prudent manner.

Committee: PW/FAC/ENGR		Meeting Date: May 5, 2014, May 19,2014	
Lead Department: Public Works		Presenter: Ron Kroop	
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.	Total:	\$78,000.00	\$25,000.00
	Request is over/under budget:		
	Under		\$53,000.00
	Over	-	



Scale: 1/4" = 1ft
 N.A. 4-22-14

Lakewood Lift Station
 Lay Out Design

Lakewood Terrace
 Lift Station Material list

1 - 7' x 5' x 22" steel/painted Forest green enclosure	\$ 2,600.00
1 - 36 x 36 x 12 steel interior control panel	\$ 875.00
30' 2" HW Galvanized conduit	\$ 450.00
10' 1 1/4" HW Galvanized conduit	\$ 90.00
10' 1" HW Galvanized conduit	\$ 75.00
8 - 2" Grounding Bushings	\$ 270.00
2 - 1 1/4" " "	\$ 46.00
2 - 1" " "	\$ 36.00
1 - 5/8" x 8" copper band ground rod	\$ 385.00 \$ 3.35.00
1 - 5/8" ground rod clamp	\$ 38.00
2 - 2" x 2" HW nipple	\$ 28.00
8 - 2" lock nuts	\$ 28.00
1 - 2-KVA 240/480 SP Transformer - bracket #	4WVA7 \$ 573.00

2 - Motor Starters w/Aux contacts & overloads	\$ 1,324.00
2 - 3P Pump Motor Circuit Breakers	\$ 479.33
1 - 3P 1/0 Dist Block	\$ 209.25
1 - 1P 1/0 " "	\$ 89.90
1 - 3P 600V Fuse Holder	\$ 91.50
3 - ATDR 1/2 Fuses	\$ 50.40
7 - SQD SP Lug to Lug Breakers 7-20A 5-15A	\$ 506.03 \$ 209.25
1 - 3 phase Monitor Relay w/ socket	\$ 106.10
1 - IDEC Timer 120V # RTE-P11	\$ 57.31
8 - 8-pin Relay sockets	\$ 51.60
4 - 11-pin Relay sockets	\$ 43.77
1 - 1-phase Relay ABB F5590 120V	\$ 58.24
6 DP DT Relays	\$ 150.30
4 - 3P DT Relays	\$ 112.80

4' Din Rail	\$ 17.92
8' - 1/2" x 2" wire way	\$ 86.05
2' - 2" x 2" wire way	\$ 88.35
46 - position terminal strip w/ mounting rails	\$ 152.32
1 - rail mount SP fuse holder w/ fuse	\$ 17.18
1 - Strip heater	\$ 33.20
1 - Thermo stat	\$ 107.40
100 - Sticky back wire tie mounts	\$ 17.94
2 - Number Books	\$ 214.50
	\$ 214.50
5' - plastic wire wrap	\$ 277.85
100 - wire ties	\$ 4.73
500' #14 Str control wire	\$ 700.00
500' #12 Str " "	\$ 500.00
1 - 3-Phase UG Meter Socket	\$ 475.00

~~(1 - 7' x 5')~~

1 - Multi Smart w/ Probe & CT-S-

\$6,980.50

Sub Total \$17,285.17

1 - 8' x 3' x 10" - Concrete Pad

\$800.00

1 - 8'0" x 10' x 8" Fence Around Station

\$4500.00

Misc. Materials & Equipment

\$1,500.00

Estimate Total

\$24,085.17

Resolution 2014-R-___

**A Resolution Approving Certain Improvements to the
Lakewood Terrace Sanitary Sewer Lift Station**

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

Section One: Improvements to the Lift Station at a cost not to exceed \$25,000.00 are
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: CONSIDERATION OF PURCHASING A 2014 F-550 1.5 TON
 DUMP TRUCK FROM COUNTRY AUTO GROUP , ANTIOCH, IL**

Item

10.2

Executive Summary:

1. By way of brief background, the Board has graciously supported implementation of a Vehicle Replacement Program that started in FY 13/14. Our first area of focus has been upgrading our "Smaller Dump Trucks" (GMC 1 Tons) with 1.5 Ton Ford F-550 Dump Trucks. The first F-550 Chassis was purchased from Bob Ridings Ford under the State Contract Program and was received in Nov, 2013. Functional configuration (Dump Body, Plow, Salt Spreader, etc) was done by Monroe Truck Equipment and total cost was \$75,738.
2. On Dec 31, 2013 our 2007 GMC 1 Ton's (Truck 41) caught fire and was destroyed. This ultimately led to ordering a second F-550 Chassis from Victor Ford, and we propose to have it configured by Monroe Truck Equipment (See COTW Item).
3. The FY 14/15 Vehicle Replacement Budget has \$140,000 for replacement of two 1 Tons; one of which will be a replacement for Truck 48 which was destroyed by fire in February. Recently I was apprised that Country Auto Group (formerly Antioch Ford) has a new 2014 F-550 already configured by Monroe on their Lot. Pls see attached photos and current Quote. I have met with the Truck Sales Manager several times, he has agreed to remove two items that we do not need (Poly Rear Fenders, & Chrome Wheel "Simulators"). These deducts reduced their asking price by \$1700. Down to the \$73,281. I have been unsuccessful in getting them to reduce their asking price further as they supposedly have two other interested parties willing to pay full price.
4. The last attachment is a "Cost Comparison" of the F-550's we have purchased as well the Country Auto Group option. As I will explain to the Board, please NOTE: EACH TRUCK HAS SOME CONFIGURATION DIFFERENCES which does influence the overall purchase price.

Recommended Action:

Discuss the opportunity to purchase an already equipped new 2014 F-550 from a "local" Dealership and provide guidance, direction.

Committee: PW/FAC/ENGR	Meeting Date: May 19, 2014		
Lead Department: Public Works			
Presenter: Ron Kroop			
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.	Total:	\$140,000.00	\$73,281.00
	Request is over/under budget:		
	Under		\$66,719.00
	Over	-	



Kunes Country
 104 Route 173, Antioch, IL 60002
 847-395-3900

2014 Ford F550 Super Duty 4x4 Snow & Ice Demo #1415

9' MTE-Zee Dump Body - Stainless Steel Construction

- 12 ga. - 16" H Sides; 10 ga. - 22" Tailgate
- Bodies with Fold Down Sides have $\frac{3}{8}$ " Floor with Single Lever Release; Bodies with Rigid Sides have 10 Gauge Floor
- Dirt Shedding Rear Posts and Tailgate
- H.D. Front Bulkhead with 12" Tapered Cabshield with Window
- LB545-9LH Subframe Hoist - 9.8 Ton Lifting Capacity
- Electric Backup Alarm
- Black Solid Core Poly Side Boards
- Minimizer Poly Fenders with Steel Hardware
- 2 Stainless Steel Spring Loaded Shovel Holders
- Undercoated Understructure
- 5-Year Warranty

Heavy Duty Rear Hitch

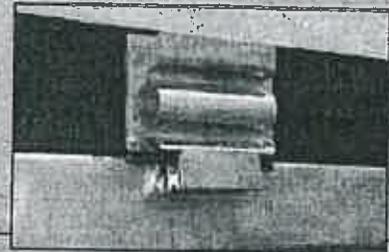
- 2" Receiver Tube in $\frac{1}{2}$ " Plate
- Built in ICC Bumper for Under-Ride Protection
- Built in Chain Loops
- 100% Powder Coated Black

Force America Hydraulic Package with SSC5100 EX Spreader Control

- PTO with Direct Mount Pump - 12.5GPM Manifold Valve Assembly
- Rocker Switch for Hoist Control
- Double Acting Electric Proportional Control Hoist Section with a 500PSI Down Port Relief Assembly
- 13 Gallon Hydraulic Reservoir/Enclosure Assembly
- BOSS Double Acting Electric Control

Chassis Specifications:

- 6.7L V8 Diesel Engine
- Torque Shift 6R140 Auto Transmission
- Cruise Control & Air Conditioning
- XL Decor Package
- AM/FM Stereo CD/Clock



Monroe 6" One-Way Flight Under-Tailgate Spreader

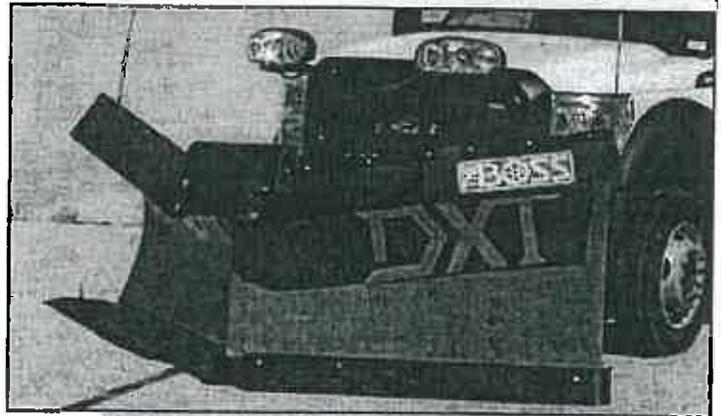
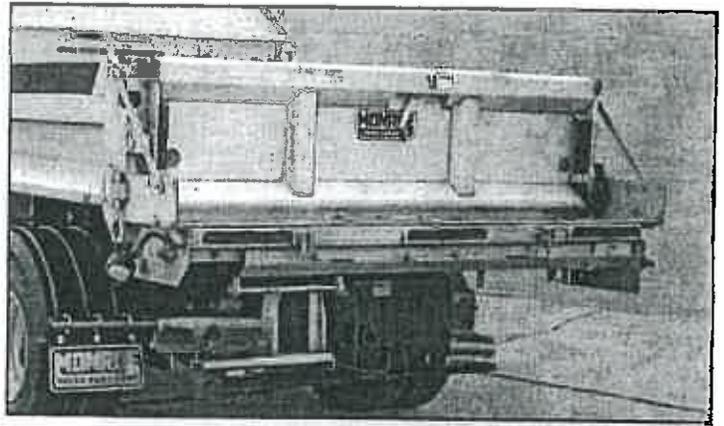
- 1/4" Endplate - 7ga Trough
- Full Opening Top and Bottom Clean-Out Doors
- Stainless Steel Construction
- Self Leveling Spinner Assembly
- Tailgate Shields and Quick Detach Mounting Brackets
- L.E.D. Stop/Turn/Tail Lights with Stainless Steel Guards

BOSS Super Duty 10' DXT V Snowplow

- Dual Trip Technology Trip Edge/Full Trip
- 1/2" x 6" High Performance Cutting Edge
- 4 Extension Springs for Full Moldboard Trip
- 6 Torsion Trip Springs for Trip Edge
- SmartShield Powder Coat Finish
- 2" x 10" Chainless Hydraulic Cylinder Lift
- Reinforced Moldboard
- Rubber Snow Deflector
- SmartLight 2
- SmartHitch 2
- H.D. Push Frame and Quadrant
- 2-Year Limited Warranty

Lighting System

- Monroe/Whelen Responder Series L.E.D. Mini Light Bar; Amber; MTR1LPPA with Self Leveling Bracket
- Whelen TIR3 Super L.E.D. Warning Lights - Rear Posts
- Spreader Light



Kunes Country
104 Route 173
Antioch, IL 60002
847-395-3900



Equipment provided by



Monroe Truck Equipment
1051 W. 7th Street
Monroe, WI 53566

800-978-3785 • www.monroetruck.com



KTP-007993 MI 41C 408 58

1.2005SHR2K74946

802PKR DUTY

1.2005SHR EEA74946 NB



VEHICLE DESCRIPTION
SUPER DUTY
 2014 F250 4X4 REG CHASSIS XL 141" WB CHASSIS CAB 6.7L POWER STROKE V-8 DIESEL 0-SPEED AUTO TRANS

EE **A74946**

EPA Fuel Economy and Environment
 DOT

FUEL ECONOMY RATINGS NOT REQUIRED ON THIS VEHICLE

STANDARD EQUIPMENT, EXCL. TAX, TITLE AND EXTRA CHARGE

- EXTERIOR**
- BUMPER - BLACK
 - GRILLE - BLACK
 - ROOF CLEARENCE LIGHTS
 - TOW HOOKS

- INTERIOR**
- AIR COND, MANUAL FRONT
 - AM/FM STEREO W/CLOCK
 - BLACK VINYL FLOOR COVERING
 - DAY/NIGHT REARVIEW MIRROR
 - TELESCOPE STR COLLARS
 - TRIP/TIME SWITCHES
 - VINYL SUN VISORS

- EXTERIOR**
- FIXED INTERVAL WIPERS
 - MANUAL LOCKING MIRRORS
 - MANUAL TELESCOPING TT MIRRORS, MANUAL GLASS
 - MANUAL WINDOWS / LOCKS
 - MONO BEAM COIL SPRING FRNT SUSPENSION W/STAB BAR
 - STABILIZER BAR, FRONT/REAR
 - TRAILER TOW WIRE HARNESS

- SAFETY/SECURITY**
- AIR BAGS
 - ANTI-LOCK BRAKE SYSTEM
 - DRIVER/PASSENGER AIR BAGS
 - ESC POST CRASH ALERT SYS
- WARRANTY**
- 3YR/50,000 BUMPER / BUMPER
 - 5YR/100,000 POWERTRAIN
 - 5YR/100,000 ROADSIDE ASSIST

INCLUDED ON THIS VEHICLE

- PREFERRED EQUIPMENT PACKAGE
- 1.7L POWER STROKE V-8 DIESEL
- 0-SPEED AUTO TRANS
- 290TORQUE TRACTION
- 1.88 RATIO LIMITED SLIP AXLE
- PAYLOAD PLUS PACKAGE UPGRADE
- 10000 GVWR PACKAGE
- TELESCOPIC MIRROR
- ENGINE RELATION MONITOR
- 40 STATE EMISSIONS
- SNOW PLOW PACKAGE
- SPARE TIRE AND WHEEL DELETE
- TRAILER BRAKE CONTROLLER
- HIGH CAPACITY TRAILER TOW PKG JACK
- TRANS POWER TAKE-OFF PROVIS
- CLEAN IDLE DECAL
- 40 GAL JET OF AOLE FUEL THIK
- EXTRA HEAVY DUTY ALTERNATOR
- AUX AUDIO INPUT JACK
- AX VALVE PACKAGE
- CRUISE CONTROL
- JAW/FM STEREO CD/CLK

(PART)

7665.00	NO CHARGE
190.00	NO CHARGE
100.00	NO CHARGE
380.00	NO CHARGE
1155.00	NO CHARGE
76.00	NO CHARGE
85.00	NO CHARGE
230.00	NO CHARGE
380.00	NO CHARGE
280.00	NO CHARGE
695.00	NO CHARGE

PRICE DESCRIPTION
 BASE PRICE
 TOTAL OPTIONS
TOTAL VEHICLE & OPTION DESTINATION & DELIVERY

504,295.00
 11,300.00
 495,595.00

fuelconomy.gov
 Calculate your vehicle's fuel economy and emissions.



37 YEARS
FORD
AMERICA'S
BEST-SELLING
TRUCK

RAMP ONE	CM1K	TOTAL MSRP \$50,640.00
RAMP TWO	FUEL ASSEMBLY PLANT	This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gross Price, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.
METHOD OF TRANSFER	KENTUCKY	
CONVOY	ITEM #1 41-5277 01 59	SPECIAL ORDER
		FR21 R 08 2X 415 007993 04 03 14



Ford Credit is the only extended service plan honored at every Ford dealership in the U.S. and Canada. See your dealer for additional details or visit www.FordOwner.com for more information.

Choose the vehicle you want. Whether you decide to lease or finance, if that's your choice that's our goal for you. See your Ford Dealer for details or visit www.FordCredit.com.

04/28/2014 www.f22.dealerconnection.com



BILL OF SALE

Salesperson: Jon Kunes

Purchaser:	VILLAGE OF ROUND LAKE	Phone:	
Co-Purchaser:	Ron Kroop	Phone:	
Street Address:	751 W Townline Rd		
City:	round lake	State:	IL
Zip Code:	60073	County:	lake
Email Address:	rkroop@roundlake.com		

New Used Stock #: t3869 Date of Order: 05/06/2014

Finance Cash Lease Anticipated Delivery Date: _____

	Year	Make	Model	Color	Miles	Vin Number
Purchased:	2014	Ford	F-550 Chassis	red	777	1FDUF5HT8EEA74946
Trade In						
2nd Trade						

Other Conditions of Sale:
 CREDIT FOR WHEEL SIMS & POLY FENDERS

THE ORDERED VEHICLE MUST BE LOCATED
 Mileage on Delivery will not exceed: _____
 Desired trim, options, and color configuration
 agreed upon and attached to this buyers order.
*Order Non-Cancelable and Deposit Non-Refundable
 if dealer locates vehicle and customer fails to take
 delivery of vehicle.*

The appraisal of the trade in(s) is based on an
 odometer reading of up to _____ miles, and
 the trade in may be reappraised if it exceeds this limit.

**No oral representations are binding unless
 written on this form. This document
 supersedes any prior agreements and
 representations, regarding the transaction.**
USED VEHICLE ONLY: "The information you see on the
 window form for this vehicle is part of this contract.
 Information on window form overrides any contrary
 provisions in the contract of sale."
**NO PUBLIC LIABILITY, PROPERTY DAMAGE,
 OR PHYSICAL DAMAGE INSURANCE ISSUED.**

MSRP/Retail Price:	\$	\$88,707.00
Discount:	(\$	\$15,536.00)
Trade Allowance:	(\$	\$0.00)
Rebates:	(\$	\$0.00)
Cash Difference:	\$	\$73,171.00
Dealer Added Options:		
	\$	
	\$	
	\$	
	\$	
	\$	
Subtotal w/ Added Options:	\$	\$73,171.00
Doc Fee:	\$	
State E-File Fee:	\$	\$0.00
Sales Tax (%Tax Rate):	\$	\$0.00
Title/License Fees:	\$	\$110.00
Payoff:	\$	\$0.00
Total:	\$	\$73,281.00
Deposit on Order:	(\$)
Additional Cash Down Due:	(\$)
Amount Financed/Due:	\$	\$73,281.00

Purchaser Signature:		Date Signed:	05/06/2014	Time Signed:	03:01 PM	AM PM
Co-Purchaser Signature:		Date Signed:	05/06/2014	Time Signed:	03:01 PM	AM PM
Dealer Signature		Date Signed:	05/06/2014	Time Signed:	03:01 PM	AM PM







Monroe Truck Equipment
 1051 W 7th Street
 Monroe, WI 53566
 Phone: 608-329-8138
 Fax: 608-329-8521
 Email: bkuebli@monroetruck.com
 www.monroetruck.com



RHK
 15 MAY
 14

FROM JON

COUNTRY AUTO GROUP

9550000

Customer: MISC INTERNAL INVOICES

WI 53566

Contact
 Phone:
 Fax:
 Email:

Quote Number: 9TRR000354-1
 Job Order Number: 1518115
 Quote Date: 1/27/2014
 Quote valid until: 2/26/2014
 Terms: CASH
 Salesperson: MONROE TE SALES
 Quoted By: Ben Kuebli

Comments: SOLD TO KUNES FORD

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

DESCRIPTION	AMOUNT
-------------	--------

- MTEZ 9' 3-4 YARD STAINLESS STEEL DUMP BODY
- FOLD DOWN SIDES
- 3/16" FLOOR AND ENDS, 12 GA SIDES
- 16" H SIDES WITH 22" TAILGATE
- 55,000 HIGH STRENGTH STEEL CONSTRUCTION
- HEAVY DUTY FRONT BULKHEAD WITH INTEGRAL 12" TAPERED CAB SHIELD AND TAPERED LASER CUT WINDOW
- INTERNAL DIRT SHEDDING TOP RAILS AND TAILGATE
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
- FMVSS108, L.E.D. LIGHTS AND REFLECTORS WITH WEATHER-RESISTANT WIRING HARNESS
- 2" HEAVY DUTY RECEIVER HITCH IN 1/2" PLATE WITH CHAIN LOOPS AND ICC BUMPER
- CRYSTEEL SOLID BLACK PLASTIC SIDE BOARDS WITH MID MOUNT BOARD SUPPORT
- STAINLESS STEEL SPRING LOADED SHOVEL HOLDER MOUNTED ON DRIVER SIDE MID BODY BOARD SUPPORT
- ELECTRIC BACKUP ALARM 97DB
- FULL POLY FENDER WITH RUBBER REAR FLAPS MOUNTED
- WHEEL SIMULATORS
- UNDERCOATED

- CRYSTEEL LB545-9LH SUBFRAME SCISSOR HOIST
- FULL LENGTH HEAVY DUTY SUBFRAME
- BODY PROP T SUPPORT EMPTY BODY
- BODY-UP LIGHT

- MONROE HYDRAULICS PKG WITH FORCE AMERICA SPREADER CONTROL
- MUNCIE PTO WITH DIRECT MOUNT PUMP - 12.5 GPM
- MANIFOLD VALVE ASSY
- OPEN CENTER, 2500 P.S.I. PRE-SET SYSTEM RELIEF, 20 GPM CAPABLE
- PRIORITY FLOW FOR PLOW
- DOUBLE ACTING ELECTRIC PROPORTIONAL CONTROL HOIST SECTION WITH A 500 P.S.I. DOWN PORT RELIEF
- BOSS DOUBLE ACTING ELECTRIC CONTROL PLOW LIFT WITH FLOAT & SMART HITCH
- BOSS DOUBLE ACTING ELECTRIC PROPORTIONAL CONTROL PLOW ANGLE
- ELECTRIC PROPORTIONAL AUGER FUNCTION, 14 GPM
- ELECTRIC PROPORTIONAL SPINNER FUNCTION, 5 GPM
- HYDRAULIC RESERVOIR/ENCLOSURE
- 13 GALLON CAPACITY
- FILLER/BREATHING CAP, LEVEL/TEMP SIGHT GLASS, 3/4" MAGNETIC PLUG
- IN-TANK FILTER, 10 MICRON, 60 P.S.I. CONDITION INDICATOR
- IN-TANK BAFFLE
- VALVE WILL BE INSTALLED IN A WEATHER-TIGHT COMPARTMENT ON RESERVOIR
- HYDRAULIC RESERVOIR/ENCLOSURE WILL BE MOUNTED ON FRAME RAIL

DESCRIPTION**AMOUNT****- POWDER COATED BLACK CONTROLS**

- SMART TOUCH PLOW CONTROL, STRAIGHT BLADE
- DASH MOUNTED MOMENTARY ROCKER SWITCH FOR HOIST CONTROL

FORCE SSC5100EX SPREADER CONTROL

- MAINTAINS CONSTANT APPLICATION BASED ON VEHICLE SPEED
- EASILY CHOOSE BETWEEN MANUAL AND GROUND-BASED SPREADING APPLICATIONS
- CREATES REPEATABLE PRECISE CONTROL OF SPREADER AND SPINNER SETTINGS
- INTEGRATED SPINNER/BLAST DIALS THAT PROVIDE SIMULTANEOUS SPINNER ADJUSTMENT WHILE BLAST IS ACTIVATED
- A MOMENTARY OR TIMED PREFERENCE CAN BE TAILORED FROM 0-15 SECONDS FOR THE INDIVIDUAL OPERATOR
- SELECTABLE VALVE DRIVE FREQUENCY
- OPERATE SPREADER STANDBY AND BLAST FUNCTIONS THROUGH FRONT PANEL
- MANUAL RESET CIRCUIT BREAKERS
- REVERSE POLARITY AND OVER-VOLTAGE PROTECTION
- COLOR-CODED WIRING
- MOUNTED WITHIN EASY REACH OF OPERATOR

MISCELLANEOUS HOSES & FITTINGS

- HYDRAULIC HOSES & FITTINGS; RUN TO REAR FOR SPREADER
 - HYDRAULIC HOSES & FITTINGS; PTO MOUNTED KIT
 - MANIFOLD PLATE, RUBRAIL MOUNTED (BOTH SIDES); INSTL
 - DUST COVERS FOR ALL QUICK COUPLERS
- INSTALLED

10' BOSS POWER-V-DXT SNOWPLOW**STANDARD EQUIPMENT:**

- HIGH PERFORMANCE HYDRAULIC PACKAGE
- ENCLOSED HYDRAULICS
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM
- DUAL-TRIP DESIGN
- FLARED WINGS
- RUBBER SNOW DEFLECTOR
- REINFORCED MOLDBOARD
- HEAVY-DUTY PUSH FRAME AND QUADRANT
- INSTALLED
- TWO-YEAR LIMITED WARRANTY

MONROE 6" ONE-WAY FLIGHT UNDER-TAILGATE SPREADER**STANDARD EQUIPMENT:**

- 7 GA. TROUGH
- 1/4" END PLATES
- FULL OPENING TOP AND BOTTOM CLEAN-OUT DOORS
- 6" AUGER DIAMETER
- DUAL DISCHARGE
- STAINLESS STEEL QUICK DETACH MOUNTING BRACKETS
- STAINLESS STEEL TAILGATE SHIELDS
- BARE STAINLESS FINISH (NOT PAINTED)
- 18" POLY SPINNER DISC
- SELF LEVELING SPINNER ASSEMBLY WITHOUT STABILIZER RODS
- 3 LIGHT L.E.D. BAR ASSEMBLY FOR TAILGATE SPREADER
- INSTALLED

LIGHTING AND ELECTRICAL

- 7-WAY CONNECTOR, ROUND SOCKET, FLAT PIN, RV STYLE
- MONROE/WHELEN RESPONDER SERIES L.E.D. MINI LIGHT BAR; AMBER; MTR1LPPA
- SELF-LEVELING BRACKET FOR MINI LIGHT BAR
- WHELEN TIR3 SUPER L.E.D. WARNING LIGHTS WITH CAST ALUMINUM FLANGE - REAR POSTS
- ALL BODY LIGHTS TO BE L.E.D.
- CLEAR SPREADER LIGHT MOUNTED ON SPREADER W/ WEATHER PACK CONNECTOR

SPECIAL ONE TIME DISCOUNT**Quote Total: \$33,430.00****Additional Options:**

FORD F-550 1 1/2 TON DUMP TRUCKS COST COMPARASION

<u>TRUCKS</u>	<u>CHASSIS</u>	<u>FUNCTIONAL COMPONENTS</u>	<u>TOTAL COST</u>
1. TRUCK 58 (2014) Extended Cab w/ 84" Cab to Axle (Bob Ridings/ Monroe)	\$42,099.00	\$33,639.00 V-Plow, Tool Box, 9' Dump, Salt Spreader	\$75,738.00
2. Truck 59 (2014) Regular Cab (Victor Ford/Monroe)	\$39,781.00	\$31,852.00 Straight Plow, Tool Box, 9' Dump, Salt Spreader	\$71,633.00
3. Truck 60 (2014) Red Cab, has Cruise Control & Air Conditioning & Upgrade Radio (Country Auto Group/Monroe)	\$41,551.00	\$31,730.00 V- Plow, 9' Dump with fold down sides, Extra LED lights, Heavy Duty Hoist, Salt Spreader	\$73,281.00
4. 2015 Extended Cab For comparison to Truck 58	\$43,945.00		



VILLAGE OF ROUND LAKE
AGENDA ITEM SUMMARY

TITLE: SPECIAL USE FOR SALE OF ALCOHOLIC BEVERAGES Agenda Item No. 12.1

Executive Summary:

Approval of the "Special Use Permit" for Sale of Alcoholic Beverages required by Chapter 17.48.040 of the Village of Round Lake Zoning Code. The property is located at 417 Railroad Avenue – Unit #2, Round Lake, IL 60073 (Pin # 06-29-106-018).

The Planning/Zoning Board heard the Petitioners at the meeting of May 13th, 2014, and the letter of findings and fact for approval of the petition are attached.

Recommended Action:

Approve

Committee: Administrative	Meeting Date: May 19th, 2014		
Lead Department: Administrative	Presenter: Russell S. Kraly		
Item Budgeted: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
<p>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.</p>	Account No(s):	Budget:	Actual Request:
	Total:	\$0.00	\$0.00
	Request is over/under budget:		
Under	-		
Over	-		

May 13, 2014

Members of the Board of Trustees
Village of Round Lake
442 North Cedar Lake Road
Round Lake, IL 60073

RE: Plan Commission/Zoning Board of Appeals
Recommendations Regarding
Application for Special Use:
Daniel De La Torre, Jr., Applicant
H & R Holdings, Inc., Owner

FINDINGS AND RECOMMENDATIONS

Pursuant to published Public Notice of Hearing on May 13, 2014, at 7:00 P.M. the Plan Commission/Zoning Board of Appeals considered the Application of Daniel De La Torre, Jr., Hearing was held for approval of a Special Use Permit for the sale of alcoholic beverages in a package liquor store per Section 17.48.040A of the Round Lake Zoning Code for the property located at 417 Railroad, Round Lake, Illinois.

The Plan Commission/Zoning Board of Appeals finds as follows:

- A. Public Notice of Hearing was given by publication in the Lake County Sun, a newspaper, and certification of publication was accepted by the Commission, all as provided by ordinance.
- B. Under C-1 zoning, special use is authorized and special use approval is required for purpose of this application. The property is presently zoned C-1 and is located in the Village of Round Lake. The Applicant proposes a special use within the Round Lake Zoning District for the sale of alcoholic beverages in a package liquor store per Section 17.48.040A. There was no request for any variation or other requests for any change to the structure itself.
- C. Public comment and questions were invited by the Chairman of which only the Applicant took advantage of making such comment and no citizen posed any questions to the Applicant or the Commission. Therefore, there was no objection to the Applicant's requested Special Use Permit.
- D. The Plan Commission/Zoning Board of Appeals further finds that the proposed special use permit does conform to the standards as set out in Section 17.100.060 (A) through (G) of the Zoning Ordinance, to-wit:

1. That the establishment, maintenance, or operation of the special uses will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.
2. That the special uses will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
3. That the establishment of the special uses will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
4. That the exterior architectural appeal and functional plan of any proposed structure will not be so at variance with either the exterior architectural appeal and functional plan of the structures already constructed or in the course of construction in the immediate neighborhood or the character of the applicable district, as to cause a substantial depreciation in the property values within the neighborhood.
5. That adequate utilities, access roads, drainage and/or necessary facilities have been or are being provided.
6. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
7. That the special uses shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the Village Board pursuant to the recommendations of the Plan Commission/Zoning Board of Appeals.

The Plan Commission/Zoning Board of Appeals further finds that the proposed special use shall be conditioned as follows: (1) the special use shall run with the use and not with the land, and (2) the Applicant must comply with the terms and conditions set forth in Section 5.32 of the Round Lake Village Code (liquor licenses).

By an affirmative vote of four (4) ayes and zero (0) nays, the Plan Commission/Zoning Board of Appeals recommends approval of the proposed special use permit for the sale of alcoholic beverages in a package liquor store per Section 17.48.040A on the subject property, as presented, subject to any other licensing and permit requirements of the Village.

Respectfully submitted,

Terre Ezyk
Chairman of the Plan Commission/
Zoning Board of Appeals
Meeting of May 13, 2014.

ORDINANCE NO. 14-O-___

AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO ALLOW THE SALE OF ALCOHOLIC BEVERAGES IN A PACKAGE LIQUOR STORE AT 417 RAILROAD AVENUE, ROUND LAKE, ILLINOIS

WHEREAS, Daniel De La Torre, Jr. has submitted an application for a special use permit to allow for the sale of alcoholic beverages in a package liquor store at the subject property located at 417 Railroad Avenue, Round Lake, Illinois; and

WHEREAS, Section 17.48.040A of the Round Lake Village Code provides that the sale of alcoholic beverages in a package liquor store shall be a special use in the C-1 zoning district; and

WHEREAS, the Plan Commission/Zoning Board of Appeals held a public hearing on May 13, 2014, regarding said application; and

WHEREAS, the Plan Commission/Zoning Board of Appeals has found the application meets the standards for a special use and recommends the special use permit be approved; and

WHEREAS, the Village President and Village Board of Trustees (collectively "Board of Trustees") have reviewed the documents pertinent to the application and the recommendations of the Plan Commission/Zoning Board of Appeals and determined that the standards for special use have been met;

WHEREAS, the Board of Trustees has determined that the requisite public notice and hearing has been completed in conformity with the Round Lake Village Code, Illinois; and

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 Board of Trustees hereby finds and determines that the facts set forth in the preamble hereto are true and correct and hereby adopts same as part of this Ordinance.

Section 2: That a special use permit to allow for the sale of alcoholic beverages in a package liquor store is hereby granted to the Applicant for the property located at 417 Railroad Avenue, Round Lake, Illinois.

Section 3: That this special use permit is not a liquor license and that the special use permit is expressly conditioned upon Applicant's compliance with the regulations set forth in Section 5.32 of the Round Lake Village Code.

Section 4: That the "Findings and Recommendations" of the Plan Commission/
Zoning Board of Appeals are concurred and approved and the special use shall run with the use
and not with the land.

Section 5: This Ordinance shall be in full force and effect from and after its passage,
approval, and publication as provided by law.

APPROVED:

Daniel A. MacGillis, Village President

ATTEST:

Patricia C. Blauvelt, Village Clerk

PASSED:

APPROVED:

AYES:

NAYS:

ABSENT:

PUBLISHED IN PAMPHLET FORM: _____, 2014

Proclamation
Village of Round Lake
Public Works Week

Whereas, public works infrastructure, facilities and services are of vital importance to the Village of Round Lake and to the health, safety and well-being of the citizens of Round Lake; and,

Whereas, such facilities and services could not be provided without the dedicated efforts of our Public Works Professionals as well as various private sector business's, who are responsible for planning, design, operations, and maintenance of the transportation system, water supply, sanitary sewage conveyance, public buildings, and other facilities essential to serve our citizens; and,

Whereas, is in the public interest for the citizens, civic leaders and children in the Village of Round Lake as well as throughout the United States to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in our respective communities; and,

Whereas, the year 2014 marks the 54th annual National Public Works Week sponsored by the American Public Works Association; and,

NOW, THEREFORE, I, Daniel A. MacGillis, President of the Village of Round Lake, with the support of the Round Lake Board of Trustees, do hereby proclaim the week May 18-24, 2014, as **NATIONAL PUBLIC WORKS WEEK** in the Village of Round Lake. We urge all citizens to join with representatives of the American Public Works Association and government agencies in activities and ceremonies designed to pay tribute to our public works professionals, and to recognize the substantial contributions they have made to our national health, safety, welfare, and quality of life.

Dated, this 19th day of May in the year 2014.

Daniel A. MacGillis, Village President