



**Village of Algonquin**  
**Minutes of the Committee of the Whole Meeting**  
**Held On December 12, 2023**  
**Village Board Room**  
**2200 Harnish Dr. Algonquin, IL**

Trustee Smith, Chairperson, called the Committee of the Whole meeting to order at 7:30 p.m.

**AGENDA ITEM 1:** Roll Call to Establish a Quorum

Present: Trustees, Jerry Glogowski, John Spella, Laura Brehmer, Maggie Auger, Brian Dianis, Bob Smith, President, Debby Sosine

Absent: Clerk, Fred Martin

A quorum was established

Staff in Attendance: Tim Schloneger, Village Manager; Jason Shallcross, Community Development Director; Nadim Badran, Public Works Director; Dennis Walker, Police Chief; Todd Walker, Assistant Village Manager; Matthew Bajor, Assistant to the Village Manager; and Kelly Cahill, Village Attorney.

**AGENDA ITEM 2:** Public Comment

None

**AGENDA ITEM 3:** Community Development

**AGENDA ITEM 4:** General Administration

Mr. Schloneger:

**1. Consider a Budget Amendment for Fiscal Year Ending April 30, 2023**

Throughout the year Village department heads submitted requests to increase their budget for Fiscal Year Ending April 30, 2023, that requires approval by the Village Board. Budget Ordinance No. 2022-O-17 created spending authority for Fiscal Year Ending April 30, 2023. Illinois statutes allow the Village Board to delete, add to, or change the budget by a vote of two-thirds of the corporate authorities then holding office.

Spending for these revisions has caused the original fund budgets to be exceeded. Budget amendments for these increases to budgeted expenditures are justified under Illinois statutes as follows: budget increases for expenditures may be made due to the use of Fund Balance (cash reserves) that existed at the beginning of the fiscal year. The preliminary change in fund balance (Expenditures over Revenues) in the General Fund indicates a decrease of \$1,494,718 at April 30, 2023.

It was the consensus of the Committee to move this forward for Village Board approval.

**2. Consider the 2024 Merit Compensation Plan Amendments**

Mr. Walker:

In accordance with the Village Policy Manual, staff is requesting the Village Board approve certain changes to the upcoming fiscal year Merit Compensation Plan effective January 1, 2024

- o "Recreation Manager" added in Grade 7;
- o "Engineer I" added in Grade 8;
- o "Human Resources Generalist" moved from Grade 7 to Grade 8;
- o "Community Development Deputy Director" removed due to position elimination.

It was the consensus of the Committee to move this forward for Village Board approval.

**3. Consider a Paid Leave for all Workers Act Ordinance**

Mr. Walker:

In March 2023, Governor JB Pritzker signed into law the Paid Leave for All Workers Act (Act) to mandate paid time off to be used for any reason. The Act becomes effective January 1, 2024, and will require employers to provide 1 hour of paid leave for every 40 hours worked to employees (full-time, part-time, or seasonal) on an annual basis. The Village's existing leave policy for full-time employees already complies with the Act.

The Illinois Municipal League (IML) has been actively engaged in protecting municipal interests in relation to the implementation of the Act. The IML has obtained several opinions from outside law firms to analyze the Act and provide guidance. Consistent with the approaches suggested in all the opinions obtained by IML, it is recommended for municipalities to adopt an ordinance prior to the Act's effective date of January 1, 2024.

Section 15(p) provides that the provisions of this Act shall not apply to any employer that is covered by a municipal or county ordinance that is in effect on the effective date of this Act that requires employers to give any form of paid leave to their employees, including paid sick leave or paid leave.

It is the consensus of the Committee to move this on to the Village Board for approval following discussion.

**AGENDA ITEM 5: Public Works & Safety**

Mr. Badran:

**A. Consider an Agreement with V3 for Management of the Trails of Woods Creek Natural Areas**

On November 7th, the Village Board adopted Resolution 2023- R-103 that accepted 34.54 acres of property in the Trails of Woods Creek subdivision that includes naturalized areas on outlots G, H and I. As part of the acceptance of these parcels, the Village entered a Memorandum of Understanding with Pulte, agreeing that they would turn over their 3 year natural area maintenance contract with V3 Companies and pay the Village the remainder of this contract which totaled \$196,573.70. The Village received this money and it has been placed into our wetland restricted fund.

A formal proposal from V3 Companies submitted to the Village, enters them in a formal contract with the Village for the natural area maintenance period at the Trails of Woods Creek. The vendor services PO to be included in the contract details the remaining natural area installation activities as well as provides unit-pricing for maintenance activities in the natural areas for the next two growing seasons. Public Works has worked with V3 in the past on both Village and developer projects and they have done a wonderful job.

It is recommended V3 continues work on this project. Therefore, it is Public Work's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the Naturalized Area Ecological Management (2024-2025) Trails of Woods Creek Agreement to V3 Companies for \$196,573.70

It is the consensus of the Committee to move this on to the Village Board for approval.

**B. Consider an Agreement with Baxter and Woodman NR for the Design Build of the Doxie Creek 5 (Braewood Lift Station) Creek Restoration**

The project is listed in the Jelkes Creek-Fox River Watershed Action Plan as a needed restoration site. We are embarking on the construction of this creek reach next year through the design-build method for 2 reasons:

1. As part of the Towne Park Reconstruction project, the Village is adding additional impervious surface due to playground and path installation. Per the Kane County Stormwater Management Ordinance, this requires us to provide stormwater detention. Because most of the park is located in the floodplain, there is nowhere in the park to provide this detention. Therefore, we must pay a fee-in-lieu of detention to ourselves and construct a project in the same watershed that will address the detention issues. Per the ordinance, the Village must set aside \$175,000.00 in our Watershed Restricted Fund to put towards a stormwater project.
2. In order to accommodate sanitary sewer collection needs from new developments coming in along Randall Road, the Village has to upgrade the pumping capacity in the Braewood Lift Station, as well as increase the size of the sewer force main leaving the station. The Board approved engineering for these improvements on September 19, 2023 and we anticipate construction of the force main part of the project to start in summer of 2024.

Dixie Creek Reach 5 is directly adjacent to the Braewood Lift Station and the force main runs near the edge of the creek. Therefore, we need to perform tree removal along the creek in order to install the force main. This tree removal sets up the creek site as a great place to perform restoration, and saves us money restoring the corridor to turf grass when it would have likely been torn up to complete this project in the future. This was also one of the only sites in the Village that is in the Jelkes Creek Fox River Watershed where we could provide the lost detention in Towne Park. This lost detention will be accommodated by pulling back the banks of Dixie Creek Reach 5 and re-establishing the floodplain in the area, which will spread out and slow the flow of water going downstream during precipitation events.

Due to the timing of putting together detailed creek restoration plans and then submitting to the ACOE, IDNR and SWCD for permit approval, we are needing to expedite the process so we can begin the creek restoration immediately after the new sewer force main is installed.

Baxter and Woodman Natural Resources, is an experienced ecological restoration contractor that the Village has worked with multiple times in the past for similar restorations they have completed multiple stream restorations for the Village within the past three years. Dixie Creek Reach 3, Ratt Creek Reach 5, and the Randall Rd Wetland have all been completed on time and the quality of work has met our expectations. Baxter and Woodman Natural Resources is the only company that has the staff, knowledge, and expertise to design, permit, construct, and maintain the small but challenging stream restoration project given the quick timeline for this project.

Funding for this project is coming from the fee-in-lieu of detention for the Towne Park project with a match from the Natural Area and Drainage Fund.

Therefore, it is recommended the Committee of the Whole take action to move this matter forward to the Village Board for approval of the Dixie Creek Reach 5 at Braewood Lift Station Design Build Agreement for stream restoration services to Baxter and Woodman Natural Resources for \$320,628.00.

It is the consensus of the Committee to move this on to the Village Board for approval following discussion.

**C. Consider an Amendment to Resolution 2023-R-70, to Increase the Amount per Cubic Yard in Response to the Prevailing Wage Amendment**

In July 2023, the Village approved a contract with Syangro (2023-R-70) for the hauling of biosolids from the Wastewater Treatment Plant. At the time of the contract renewal, a new law was being considered that would require prevailing wage laws be extended to hauling of spoils. Since the law was only being considered at the time, the contract was executed at nonprevailing wage rates. That law has been passed and will become effective January 1, 2024. As a result of this new law, rates need to be adjusted in order to be compliant. The new rate will go from \$25.81 to \$36.39 per cubic yard, effective January 1, 2024. All other terms and conditions will remain the same in this current contract that expires May 31, 2025.

For this fiscal year 2023-2024, we budgeted a total of \$134,000.00 in account 07800400- 42262 (Sludge Removal) with a remaining balance of \$88,235.50 to date. We anticipate another 1,300 cubic yards will need to be hauled out before the end of this fiscal year costing approximately \$47,307.00. The fiscal year 2024-2025 Budget will reflect the cost increase required by state law.

Staff recommends amending the contract under Resolution 2023-R-70 to accommodate the mandated prevailing wage increases

It was the concensus of the Committee to move this on the the Village Board for approval following discussion.

**D. Consider Plat of Public Utility Easement Revision for Lot 75- Grand Reserve Subdivision**

The original easement plat, dating back to 2004, for Grand Reserve Subdivision included a blanket drainage easement covering the south portion of the site, including the current location of Lot 75. The redevelopment project with Forestar replaced townhomes with single-family lots, leading to the vacation of the blanket drainage easements as documented in 2004R0055483. In 2021, new rear, side, and front yard public utility easements were recorded with McHenry County during the subsequent redevelopment of the Grand Reserve Subdivision.

Within the boundaries of Lot 75 at 2901 Harnish Drive, there exists a 24-inch storm sewer responsible for conveying storm runoff from the east side of the subdivision to a 36-inch pipe, ultimately reaching the existing detention pond along the west end of the subdivision. Notably, this storm pipe lies outside the revised side and front yard utility easements. The proposed plat introduces a triangular-shaped public utility easement at the northwest corner of Lot 75, designated for access and future maintenance of the storm sewer pipe. Staff has reviewed the easement limits, affirming its adequacy for future maintenance requirements.

Village Board approval and sign-off are required to proceed with the official recording of the attached plat at the McHenry County Recorder's Office. Staff recommends that the Committee of the Whole advances this item for approval of the revised Plat of Easement for Lot 75 in the Grand Reserve Subdivision.

It was the consensus of the Committee to move this on to the Village Board for approval.

**AGENDA ITEM 6:** Executive Session  
None

**AGENDA ITEM 7:** Other Business

1. Trustee Spella inquired about the consideration of a lighted stop sign at Division and LaFox to aid the school bus pickup area. Chief Walker indicated that he would check in and work with Public Works Director Badran to further look into this matter.

- Trustee Spella further inquired about the status of signage at the intersection of Huntington and Illinois Route 31 due to the higher volume of crashes at that location. Chief Walker shared that the Illinois Department of Transportation (IDOT) has not made their changes yet and was awaiting IDOT's changes. Chief Walker expressed concern about putting Village signage on IDOT controlled poles due to they having tendencies to remove and throw out any signage. Chief Walker will be checking in with IDOT to check on their projects status.

**AGENDA ITEM 8:** Adjournment

There being no further business, Chairperson Smith adjourned the meeting at 7:52 p.m.

Submitted: \_\_\_\_\_  
Matthew Bajor, Assistant to the Village Manager