



**Village of Algonquin**  
**Minutes of the Committee of the Whole Meeting**  
**Held On February 20, 2024**  
**Ganek Municipal Center**  
**2200 Harnish Dr. Algonquin, IL**

Trustee Brehmer, Chairperson, called the Committee of the Whole meeting to order at 8:02 p.m.

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

Chairperson Brehmer determined that all Trustees were present along with President Sosine, with the exception of Trustee John Spella who is absent, and a quorum was established.

Staff in Attendance: Tim Schloneger, Village Manager; Nadim Badran, Public Works Director; Dennis Walker, Police Chief; Patrick Knapp, Deputy Community Development Director; Mike Kumbera, Deputy Village Manager; Amanda Lichtenberger, Deputy CFO; Cliff Ganek, Village Engineer; Katie Gock, Recreation Superintendent; and Kelly Cahill, Village Attorney.

**AGENDA ITEM 2:** Public Comment  
None

**AGENDA ITEM 3:** Community Development  
None

**AGENDA ITEM 4:** General Administration  
Ms. Gock:

**A. Consider the 2024 Lunch Concerts & National Night Out Event**

With the continued partnership with the Algonquin Area Public Library District, the Recreation Department is happy to continue the expanded lunch concerts Friday afternoons. These events invite families, along with their picnic lunch, to enjoy a children's singer and a variety act during a free performance.

- June 12 Scribble Monster Children's Singer Stoneybrook Park 11:00a-12:00p
- July 10 Nanny Nikki Children's Singer Hill Climb Park 11:00a-12:00p
- August 7 Super Stolie Children's Singer Snappers Field 11:00a-12:00p

National Night Out enhances the relationship between neighbors and law enforcement while bringing back a true sense of community. Furthermore, it provides a great opportunity to bring police and neighbors together under positive circumstances. The Police Department is teaming up with Algonquin Recreation to bring this event back to Main Street on Tuesday August 6th between 6:00-9:00pm. This year National Night Out will include live entertainment, games, free snacks, and fun for all ages.

Pursuant to the Algonquin Municipal Code section 31.04, staff is requesting approval to close South Main Street (between Algonquin Road and Washington Street) during the hours of 2:00pm until the conclusion of the event approximately 9:00pm, as needed for National Night Out. In addition, pursuant to Section 31.04 of the Municipal Code, the Village Board must approve any public events in the Village, including concerts and musical performances.

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

**B. Consider the following Recreation Spring Events:**

- **Daytime Egg Hunt - Saturday, March 23, 2024 at Algonquin Lake Park**
- **Touch-a-Truck - Saturday, May 4, 2024 at the Public Works Facility**

Algonquin Recreation is organizing the following community events for this upcoming spring:

- **Daytime Egg Hunt** on Saturday, March 23 in Algonquin Lakes Park starting at 10:00a;
- **Touch-a-Truck** event on Saturday May 4 at Public Works garage and parking lot from 10:00a – 1:00p.

The first hour of the Touch a Truck (10-11a) will be sensory friendly with no lights, horns or sirens.

Pursuant to Section 31.04 of the Municipal Code, the Village Board must approve any public events in the Village. In addition, staff is requesting a waiver to invite a food vendor pursuant to Section 34.12 of the Algonquin Municipal Code, to sell food and drink products during the Saturday, May 4 Touch a Truck event.

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

Mr. Kumbera:

**C. Presentation for Capital Budget for 2023/2024**

1. Proposed Water and Sewer Improvement and Construction Fund
2. Proposed MFT and Street Improvement Funds
3. Proposed Park Improvement Fund
4. Proposed Natural Area and Drainage Improvement Fund

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

Mr. Badran:

**A. Consider Certain Vehicles Surplus**

Unit #: 404, Year: 2018 Make: Ford Model: F-150 ID/VIN: 1FTEX1E59JKF30517, Truck involved in motor vehicle accident. Deemed total loss by village's insurance company.

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

**B. Consider an Amendment to the Agreement with HR Green for the Woods Creek Reach 6&7 Stream Restoration project**

Proposed is amendment #1 for the engineering design services for the Woods Creek Reach 6&7 Stream Restoration project. The original design agreement for this project was executed in December 2022. Once the design was underway, the Village had several field meetings with HR Green on constructability and functionality of the project. After evaluating field conditions, Village staff decided to increase the design scope because we felt wetland C needed to include a two-stage channel to convey stormwater through the wetland. This would make for better accessibility for the contractor as well as help with stormwater flow and upstream flooding. In addition, the permit fee for the required IDNR-OWR floodway permit increased from the time of HR Green's original proposal so a portion of the cost increase is due to this. The proposed amendment from HR Green is in the amount of \$15,981.00. With this addition, the total design cost for the project is now \$135,689.00. The increase for this project will come from the Natural Area and Drainage Fund Randall Road Wetland Project. We had \$50,000.00 budgeted here but did not use this entire amount on the one year maintenance items. Based on the information presented, we recommend that the Committee of the Whole take the necessary steps to advance this matter to the Village Board for approval. Staff proposes approving the additional design services agreement for the Woods Creek Reach 6&7 Stream Restoration Project from HR Green for \$15,981.00.

1. The original design agreement with HR Green for the Woods Creek Reach 6&7 Design was passed by the board on 12/20/2022
2. The Village increased the scope of design for this project and the IDNR-OWR permit fee has increased over previous years and therefore are recommending approval of this amendment to cover the additional costs.
3. HR Green has the original design agreement for this work in the amount of \$119,708.00 and staff is recommending an addendum to that agreement in the amount of \$15,981.00 for the additional design services and increased permit fees.
4. Sufficient funds are/will be available within the Natural Area and Drainage Fund to cover this cost.

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

**C. Consider an Agreement with Spring Green for the 2024 Weed Control Services**

Public works recommend to approve the Spring Green Vendor Services Agreement for a total of \$28,901.39. Public works has researched Spring Green they have been a local business founded in Naperville since 1977 and we believe they will deliver a quality product at the lowest possible price.

1. The Village contacted three contractors for weed control and fertilization pricing
2. Spring Green provided the lowest quote for the work
3. Sufficient funds are/will be available within the General Services and Water and Sewer operating budget to cover this cost.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the 2024 Weed Control & Fertilization in the amount of \$28,901.39 to Spring Green and further to authorize the Village Manager or his designee to sign an extension of this contract for an additional 2 years at \$28,901.39/year.

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

**D. Consider an Agreement with RES for the 2024 Natural Area Maintenance**

In January of this year, staff sent out a request for quote to four qualified ecological contractors for natural area maintenance services for the 2024 growing season. We received three quotes for completing the work:  
Resource Environmental Solutions (RES) \$76,900.00

Baxter & Woodman NR \$100,301.00  
Cardinal State, LLC \$103,550.00  
ENCAP No Bid

We request approval for this contract in February/March so that the contractor has sufficient time to plan for the upcoming growing season. The Village of Algonquin has a robust inventory of restored natural areas on Village owned property. These native ecosystems include restored prairie, savanna, woodland, wetland, and sedge meadow habitats. These habitats require specialized maintenance by qualified personnel on a regular basis to maintain a healthy balance of plant species and to combat the ever-present pressure of invasive species that will continually be a threat to the health of these areas.

We recommend to approve the RES proposal for 2024 natural area maintenance. The Village has a long history of working with the RES team and they have been able to provide quality work, good communication, and reasonable prices.

1. The Village received three quotes for the 2024 Natural Area Maintenance RFQ
2. Resource Environmental Services provided the lowest quote for the work at \$76,900.00
3. Sufficient funds are/will be available within the natural area and drainage budget to cover the costs.

It is staff's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the 2024 Natural Area Maintenance Service Agreement in the amount of \$76,900.00 to Resource Environmental Solutions.

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

#### **E. Consider an Agreement with AT&T for the Dry Utility Relocation Project for Harrison, Washington and Jefferson Streets**

The Village has phased the Downtown Improvements over several years. Currently, the Village has contracted Utility Dynamics to complete the undergrounding of the rigid conduit and provide transformer and pedestal locations to house private utilities. This agreement includes relocating all overhead AT&T facilities and pole removals along S. Harrison Street, Washington Street, and Jefferson Street. This work is similar to the work done on S. Main Street in advance of the streetscape work.

The relocation work will involve the installation of a number of conduits underground by Utility Dynamics to accommodate ComEd, AT&T, Comcast, and future Village fiber. In order to initiate the AT&T work, an agreement (attached and signed by AT&T) requires approval and payment by the Village of Algonquin. The total estimated cost for this work is \$396,319.73. The Village has sufficient funds in the Street Improvement Fund to finance this invoice during this current fiscal year. It's important to note that AT&T will not mobilize crews for this work until the agreement is executed.

Therefore, it is staff's recommendation that the Committee of the Whole recommend to the Village Board authorization of the payment of \$396,319.73 to AT&T for the payment for the Relocation of Overhead Communication Facilities on S. Harrison Street, Washington Street, and Jefferson Street.

#### **Summary**

1. This agreement must be executed before AT&T can begin their relocation work.
2. The dry utilities must be undergrounded before the bulk of the work occurs in the next phase of the downtown streetscape.
3. Sufficient funds are available in the FY 2023/24 Street Fund.

It is staff's recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the agreement with AT&T to lower the existing overhead utilities in the amount of \$396,319.73.

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

#### **F. Consider an Agreement with Bulley & Andrews Masonry Restoration for the Mineral Springs Restoration Project**

Presented is the proposal from Bulley and Andrews Concrete Restoration for the restoration of the mineral springs off of Jefferson Street as you enter into Towne Park. The scope of this work is based on the recommendation proposed by the Historic commission to the COTW at the June 7, 2022 meeting.

Public Works met with the Historic Commission in November to discuss options and pricing for the proposed renovations. Based on this we have decided to go with option 2 which will involve cleaning of the concrete slabs that make up the spring, replacement of a concrete arm on the bench, and reconstruction of the old spring cap and collar with a new design that reflects some field stone elements and gives it a natural look that blends with the cobbles in Crystal Creek.

The agreement with the Historic Commission is that they will be donating \$4,500 towards the cost of the project. The rest of the cost of the project will be coming out of the street improvement fund. The village reached out to 2 other contractors who would be capable of performing this work and got no response from either of them.

Therefore, we are moving forward with Bulley and Andrews Concrete Restoration since they are the only company that gave us a proposal.

Therefore, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of the mineral spring restoration in the amount of \$102,773.00 to Bulley and Andrews Concrete Restoration

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

**G. Consider the 2024 MFT Material and Maintenance Item Expenditures**

Presented is the MFT resolution and Municipal Estimate of Maintenance Cost for the purchase of salt, de-icing liquid and asphalt as well as for the contracted maintenance items of concrete (sidewalk, driveway apron, curb) removal and replacement, asphalt bike path repair, street patching, pavement marking, street sweeping, storm sewer cleaning, street light maintenance, tree removal and crack sealing for calendar year 2024. These are materials and services that public works estimates we will be using during this calendar year. IDOT requires that the Village Board pass a resolution that allows for the expenditure of Motor Fuel Tax money for the use of materials and maintenance activities performed on Village owned streets and Rights-Of-Way. Once the resolution is passed, IDOT allocates this money towards our motor fuel tax fund balance.

Therefore, it is the recommendation of public works that the Committee of the Whole take action to move this matter forward to the Village Board to pass a resolution allocating the sum of \$1,764,460.00 towards MFT maintenance expenses.

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

**H. Consider an Agreement with Advanced Security Technologies for the Purchase of the Modular Vehicle Barrier 3X System**

Chief Walker:

During the 2023/2024 budget submittal process, an amount of \$128,000 was submitted and approved for purchase within the capital portion (enhanced) of the budget. This amount was for the purchase of portable vehicle barriers. Since that submittal, the project and extent of the need was re-evaluated and upon returning with the actual needs, a new amount of \$151,859 was determined. This change in cost included the use and purchase of a trailer in which the units are stored and delivered to each work and safety location. The difference in the amount can be covered by monies set aside during this fiscal year as indicated by Deputy Village Manager/Chief Financial Officer Mike Kumbera.

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

**AGENDA ITEM 6: Executive Session**

**A. Land Acquisition**

Moved by Glogowski, seconded by Smith to recess the Committee of the Whole Meeting and go into Executive Session for the purpose of a discussion concerning land acquisition at 9:09 PM

Roll call vote; voting aye – Trustees Dianis, Glogowski, Auger, Brehmer, Smith  
Motion carried; 5-ayes, 0-nays, 1-absent

Moved by Glogowski, seconded by Smith to reconvene the Committee of the Whole meeting at 9:28 PM

Roll call vote; voting aye – Trustees Dianis, Glogowski, Auger, Brehmer, Smith  
Motion carried; 5-ayes, 0-nays, 1-absent  
There was no action needed

**AGENDA ITEM 7: Other Business**

Trustee Smith would like to see the sign at Port Edwards donated to the Village for future preservation. Staff will discuss options.

**AGENDA ITEM 8: Adjournment**

There being no further business, Chairperson Brehmer adjourned the meeting at 9:32 p.m.

Submitted: \_\_\_\_\_  
Fred Martin, Village Clerk