

**MINUTES OF A REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF ISLAND LAKE, LAKE AND MCHENRY COUNTIES, HELD ON THE 11th DAY OF JANUARY 2007**

**CALL TO ORDER** Mayor Thomas P. Hyde called the meeting to order at 7:31 pm. Those present stood and pledged allegiance to the flag.

**ROLL CALL** Roll call indicated the following present: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller.

Also in attendance was: Village Attorney Scott Puma of Ancel, Glink; Kevin Sutherland, Baxter & Woodman Engineers; Interim Police Chief John Fellmann; Willie Kootstra, Public Works; Captain Joseph Arrizzi, Wauconda Fire Department; Bob Carpenter, Lake Management; Sharon Hyde, Creative Playtime; and Connie Mascillino, EMA Director.

Roll Call

Pledge to the Flag

Correspondence - Clerk Kaczmarek read a letter that she received from the Girl Scouts – Sybaquay Council. The Girl Scouts are requesting approval to sell cookies in the community January 6<sup>th</sup> through January 27<sup>th</sup> and February 23<sup>rd</sup> through March 31<sup>st</sup>. They asked the Village to also please notify the Police Department so they are aware of the Girl Scouts who will be on the streets during those time frames.

Approval of Minutes – December 14, 2006, December 28, 2006, January 4, 2007 and January 6, 2007

Motion by Trustee Huff, properly seconded to approve the meeting minutes from December 14, 2006, December 28, 2006, January 4, 2007 and January 6, 2007

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Motion was declared carried.

**COMMITTEE REPORTS**

**1. BUILDING, ZONING AND ORDINANCE**

Trustee Herrmann read the building report for the month of December: Total building fees \$3856.00, total water connection fees \$7,156.00 and total permit fees \$11,012.00. There were 17 permits issued. Total receipts for electrical compliance inspections \$550.00, Ordinance Violations received \$0.00. Total fees for the month of December collected were: \$11,562.00. Total permits issued YTD: 549 and Total fees collected YTD: \$479,166.00.

Motion by Trustee Huff, properly seconded to approve the BUILDING, ZONING AND ORDINANCE report as presented by Trustee Herrmann. Upon voice vote, motion was unanimously declared carried.

**2. FINANCE AND ADMINISTRATIVE**

Trustee Huff read the Finance and Administration report for the month of December: 33 residents have their garbage service suspended for non-payment. 13 move out for the month of December. Section B water bills were due and Section A bills were sent out. Vehicle stickers went on sale December 1<sup>st</sup>. W2s have been prepared and sent to the employees. The auditors have been working with John Little on preparing the audit. John Little has started working on the budget for the new fiscal year. 13 red tags were posted and one shut off and all have paid and/or have made arrangements.

Motion by Trustee Stiller, properly seconded to approve the FINANCE AND ADMINISTRATIVE report as presented by Trustee Huff. Upon voice vote, motion was unanimously declared carried.

### 3. POLICE AND PUBLIC SAFETY

Trustee Guido summarized the POLICE AND PUBLIC SAFETY activity report for the month of December: 930 calls for service, 13 criminal arrests, 41 ordinance violations, 34 parking tickets issued and 3 warning tickets issued. Total fees collected for December: \$15,502.47. Sergeant Sciarrone, Officers Walz, Schmoller, Wahl and Manetti donated their presence and assisted in the annual McHenry County Police Charities event known as "Shop with a Cop".

Motion by Trustee Huff, properly seconded to approve the POLICE AND PUBLIC SAFETY report as presented by Chief Fellmann. Upon voice vote, motion was unanimously declared carried.

### 4. PARKS, RECREATION AND EDUCATION

Trustee Schmidt presented the report for the month of December: Creative Playtime: for 2006-2007 there are 144 enrollees and 32 openings. Pre-registration begins at 9:30 am in the Board Room. Registration for Island Lake residents is set for February 12<sup>th</sup> and Open Registration begins February 14<sup>th</sup>. The two year old classes have been redesigned for next year. They will offer two classes of two year olds from 9:30 to 11:00 and from 12:30 to 2:00, they will offer a new class for the older two year olds with birthdays September through December. The candle fundraiser revenue and expenses were as follows: revenue \$2,827.00 and expenses \$1,356.50, profit \$1470.50. Upcoming fundraisers are being worked on. T-shore and tote bag sale revenue and expenses – revenue \$1475.00 expenses \$785.75 with a profit of \$689.25. 7 new students were registered in December and January. Revenue for 2006-2007: \$51,190.64 and expenses through December 18, 2006, \$56,597.39. Parks and Recreation: 179 enrollees. Revenue \$62,265.00 and expenses \$61,125.00. Total Club students: 66 enrollees. Revenues \$107,375.00 and expenses \$95,295.00. Winter/Spring Guides have been delivered. Child care tax statements have gone out. Indoor Garage Sale is Saturday, January 13<sup>th</sup> from 10 am to 2 pm at Village Hall. Daddy Daughter Dance is February 3<sup>rd</sup> from 6 pm to 8:30 pm. Park and Rec is working with the Senior on the Easter Bash signs. Met with Public Works, Willie and Debby, regarding additional signs for Creative Playtime and Recreation Department so that people know about the programs and are more visible. Planning a Club Staff meeting for this month and they are working on the 2007-2008 budget.

Motion by Trustee Becker, properly seconded to approve the PARKS, RECREATION AND EDUCATION reports as presented by Trustee Schmidt. Upon voice vote, motion was unanimously declared carried.

### 5. PUBLIC WORKS

Trustee Stiller summarized the Public Works report for the month of December: Due to the mild weather, Public Works has been able to send the street sweeper out and garbage as well as debris was collected from the roadsides. Seasonal tree trimming was started. Storm basins were checked and cleaned due to several periods of heavy rain. The lake level was monitored and adjusted to prevent flooding situation due to the heavy rainfall this month. Assisted as requested with set up and cleanup of Winter Wonderland. All holiday decoration have been taken down for the season. Drainage project at Veterans Park has been completed and final review of seeding will take place in the Spring. Sent to IDNR, for their approval, a land use agreement for the installation of a sanitary sewer line through Converse Park. Assisted as requested by the Police Department with an accident on Highway 176 on December 29<sup>th</sup>. Hired a contractor to repair the roof above the Police Department. Water Department: Met with Representatives of HD Supply to discuss pricing options for meter replacements and radio read upgrades. Replaced the brine pump and backwash tank pump at the Water Softening Plant in Fox River Shores. Witnessed the installation of the Bassler Drive water main. The main was pressure tested,  
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disinfected, and sampled for bacteriological quality. The EPA issued a verbal operating permit on January 9<sup>th</sup>. Cleaned the backwash tanks at both treatment plants and witnessed and pressure tested, disinfected and water sampling completed for

the first 2800 lineal feet of 12" and 8" water main in Walnut Glen subdivision. Repaired a water main break at 3324 Highland Drive. Installed new motion sensor at the Fox River Shores Water Tower. Completed quarterly water meter readings for the Fox River Shores, Westridge, Pine Ridge, Campbell Woods, Prairie Woods and Water Edge subdivisions. December Operating report: Total gallons pumped: 17.6 million with average gallons per day 569 thousand and peak day gallons 799 thousand and a total number of services 2,858.

Motion by Trustee Huff, properly seconded to approve the PUBLIC WORKS report as presented by Trustee Stiller. Upon voice vote, motion was unanimously declared carried.

## 6. ECONOMIC DEVELOPMENT

Trustee Becker summarized the Economic Development report for the month of December: Trustee Becker is working with the McHenry Economic Development group to hopefully get their information on the Village website as well. Trustee Becker thanked Rich Garling for putting up on our Village website various real estate opportunities within the Village. He reported that Dunn Brother Coffee out of Minneapolis would like to expand into Illinois and is looking at Island Lake as a possibility for a coffee shop. Trustee Becker met with Frank DeSort regarding businesses licenses. Mr. DeSort has gathered a stack of examples that he will be distributing to the Board for their review and preparation of possible business licenses for our Village.

Motion by Trustee Stiller, properly seconded to accept the ECONOMIC DEVELOPMENT report as presented by Trustee Becker. Upon voice vote, motion was unanimously declared carried.

### Consent Agenda Items:

1 Items under the Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. If anyone (board member, staff, or citizen) wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

- 1 1. Approve payment of bills

Motion by Trustee Stiller, properly seconded to approve the items in the Consent Agenda.

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Huff, Schmidt and Stiller.  
NAYS: None  
ABSENT: None  
ABSTAIN: Trustee Herrmann

Motion was declared carried.

### 1 Agenda Items:

- 1 1. Approval of Amendment Number 2 to the Nextel Contract with the Village of Island Lake

1 Motion by Trustee Guido, properly seconded to approve Amendment Number 2 to the Nextel Contract with the Village of Island Lake

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller.  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Motion was declared carried.

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- 1 2. Approval of \$90 for a ½ page ad in the Wauconda High School Yearbook

1 Motion by Trustee Herrmann, properly seconded to approve \$90 for a ½ page ad in the Wauconda High School Yearbook.

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller.  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Motion was declared carried.

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1 3. Approval of \$12,000 for Shoreline Protection along Island Drive

Trustee Stiller reported that this project will parallel with the project already taking place by the Lake Management Committee for shoreline protection. The Village will receive a better price by the foot for doing these projects together. As stated at the previous meeting, money will come from the funds not used thus far this year from the vehicle fund. ASN used for this purchase will be 60911 and 13306.

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1 Motion by Trustee Stiller, properly seconded to approve \$12,000 for Shoreline Protection along Island Drive.

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller.  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Motion was declared carried.

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1 4. Approval of Amendment to the Intergovernmental Jurisdictional Boundary Agreement

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Mayor Hyde contacted Dan Quick. It was indicated that more review was needed by both parties.

1 Motion by Trustee Huff, properly seconded to table the Intergovernmental Jurisdictional Boundary Agreement.

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff, Schmidt and Stiller.  
NAYS: None  
ABSENT: None  
ABSTAIN: None

Motion was declared carried.

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1 5. Approval of a temporary tent permit for Crystal Valley RV dba Freedom Road January 22 – March 2  
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Trustee Becker stated that there was discussion back in October regarding the tent at Sideouts. To date, the Board has not voted on a tent for that location. Trustee Becker stated that all temporary tents need to be voted on by the Board. He reminded the Board that Sideouts still has a tent that's up at their location but no permit has been voted on nor issued. Trustee Herrmann stated that this needs to be treated as two separate issues and that there's a motion on the floor to approve the tent for Crystal Valley RV.

1 Motion by Trustee Herrmann, properly seconded to approve a temporary tent permit for Crystal Valley RV dba Freedom Road January 22 – March 2

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Upon roll call, Trustees voted as follows:

AYES: Trustees Guido, Herrmann, Huff, Schmidt and Stiller.  
NAYS: Trustee Becker  
ABSENT: None

ABSTAIN: None

Motion was declared carried.

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1 Items from Clerk, Trustees and Department Heads

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- 1 ▪ Trustee Schmidt thanked Connie for the information on the Hometown Helper.com. They give away \$15,000 a month to towns to help them with various projects.
- 2 ▪ Trustee Schmidt received an email from Don Versiglio regarding the Bike Trail Committee. He stated that yes, he has been lax with the committee as the Bike Trail Committee did a great job in outlining the trail; however, now the Village needs money to build the trail. Trustee Schmidt stated that \$15,000 is needed just to get the ball rolling.
- 1 ▪ Trustee Schmidt announced that the PTO, instead of the Pizza Playoffs like last year, they are having a Shamrock Shuffle on March 16<sup>th</sup>. He requested assistance from Trustee Guido for this event.
- 2 ▪ The IDNR agreement is still within the legal department at the IDNR.
- 3 ▪ Trustee Schmidt is working with Willie Kootstra on the Safe Roads to Schools grant. The State hands out about \$23 million a year for funding walkways, pathways, etc., for non-motorized means to get to school.
- 4 ▪ Trustee Schmidt spoke with Karen Luebbers and reminded her that any and all raffles need to come before the Board to be voted on and approved.
- 5 ▪ Trustee Schmidt is working on a survey for the Club Program so they can gather all the +’s and –’s and re-evaluate the programs.
- 6 ▪ Trustee Herrmann reported that she will be holding a Building and Ordinance Committee sometime soon. Several ordinances have been presented for further review and updating. The current Village code book had \$16,000 in the budget this past year for review and updating of our code book. There is no staff available to dedicate a lot of time to the updating of the code book so Trustee Herrmann will be heading this project up. She stated that it could take up to a year for a complete, thorough review of the code book.
- 7 ▪ Trustee Herrmann reported that Mr. DeSort has been looking into area business licenses. It was discussed that possibly a flat \$50 for each business license issued would go into effect for any business within the Village. This has to be reviewed as well as worked on further.
- 8 ▪ Trustee Stiller reported that Mr. Van Delft of Bassler Drive and his attorney are working further on an agreement. When Mr. Kootstra last spoke to Mr. Van Delft, he has now decided to no longer pursue a recapture agreement.
- 1 ▪ Kevin Sutherland of Baxter & Woodman reported that on March 14<sup>th</sup>, a paper prepared by Willie Kootstra will be presented by himself and Mr. Kootstra at the American Waterworks Association meeting in Springfield, IL. The subject is infrastructure improvements using CDBG. Mr. Kootstra was congratulated by the Board and Mayor.
- 2 ▪ Chief Fellmann reported to the Board on the accident on 176. He will be hosting a post-accident debriefing meeting. The situation will be looked at critically as well as looked at for improvements. The meeting will take place on Wednesday at Village Hall in the Board Room.
- 3 ▪ Chief Fellmann passed out continuity contingency plan for the Board’s review. Board approval is being sought.
- 4 ▪ Metropolitan Insurance along with the Island Lake Police Department will hold a finger printing clinic at Cotton Creek School. This will be done along with the Shamrock Shuffle event. Metropolitan Insurance will be providing all the supplies and materials for the finer printing.
- 5 ▪ The internet hook-up in the Village Board Room has been completed. At 12:30 pm next week Wednesday, CTY will be coming out to conduct the downloads for the program. There will be about 90 minutes of training for using this system. Chief Fellmann requested assistance from our Village webmaster in possibly putting a link on our Village website for residents to sign up and be added to this emergency notification system.
- 6 ▪ There will be AED/CPR training at Village Hall Tuesday evening in Senior Center.
- 7 ▪ Connie Mascillino reported that she has spoken to Bucom. They hope to be installing the new siren at the end of January.

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- 1 ▪ Sharon Hyde of Creative Playtime inquired about possibly starting a Welcome Packet so that as new residents moved into the Village, they can each be handed a Welcome Packet which would include a Village map, newsletter, Park and Recreation Guide, etc., to make sure that all the Village information and programs are being promoted as much as possible. Mayor Hyde stated that Clerk Kaczmarek, who works on much of the Village PR, could work on this with the Office administration.

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1            *Items from the Mayor*

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- 1     *Mayor Hyde stated that he received a letter from Advocate Health Care. There is a new hospital opening up in Round Lake with 144 beds. It will be located on Route 120 and Wilson Road.*
- 1     *Mayor Hyde received a letter from the Lake County Municipal League. They have a meeting set for Saturday, February 3<sup>rd</sup> from 8 am to 10 am at the Round Lake Cultural Civic Center. He invited the Board Members to attend.*
- 2     *Shiner Group is still in process on working on their commercial development on Route 176. They are also working with IDOT on the right hand turn lanes and the extension of one lane.*
- 3     *Mayor Hyde passed out a recent article regarding water concerns in the County.*
- 4     *Mayor Hyde stated that the Rodewald Public Hearing meeting minutes were approved and everyone should have received a copy.*
- 5     *The Village is moving forward on the traffic study.*
- 6     *The Village will be using court service personnel to assist with putting in signage throughout the Village.*
- 7     *Mayor Hyde passed out information from the U of I Extension program. Their next meeting they will be covering community development, retention of businesses, TIFs, etc., and he invited anyone that would like to attend.*

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*Motion by Trustee Stiller, properly seconded to **open the meeting to the floor**. Upon voice vote, motion was unanimously declared carried.*

*Rich Garling, 3310 Greenwich Lane: Mr. Garling asked Chief Fellmann to please speak with Clerk Kaczmarek regarding his request for the link on the Village website as she is the one who coordinates with him what is to go on the Village website.*

1            *Motion by Trustee Stiller, properly seconded to bring the meeting back to the board. Upon voice vote motion was unanimously carried.*

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*There being no further business, motion by Trustee Stiller, properly seconded to adjourn to Executive Session for Personnel and Litigation.*

*Motion by Trustee Stiller, properly seconded to adjourn Executive Session and return back into the Board meeting. 9:31 pm.*

#### *6. Action on Executive Session items*

*Trustee Huff left the meeting at 9:31 pm.*

*Mayor Hyde announced that he is appointing John Fellmann to the Village Police Department as Interim Police Chief effective January 5, 2007, until future notice. The Board will need to finalize a contract and complete negotiations.*

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*Motion by Trustee Stiller, properly seconded to adjourn the Board meeting. Being that not further business was discussed, the meeting adjourned at 9:34 pm. All in favor.*

*Meeting was adjourned at 9:34 pm.*