

MINUTES OF A REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF ISLAND LAKE, LAKE AND MCHENRY COUNTIES, HELD ON THE 13th DAY OF JULY 2006

CALL TO ORDER Mayor Thomas P. Hyde called the meeting to order at 7:30 pm. Those present stood and pledged allegiance to the flag.

ROLL CALL Roll call indicated the following present: Trustees Eberhard Becker, Greg Guido, Deborah Herrmann, Matt Huff and Steve Stiller. Absent: Trustee Schmidt.

Also in attendance was: Village Attorney Scott Puma; Kevin Sutherland, Baxter & Woodman; Police Chief John Fellmann; Connie Mascillino, EMA Director; Willie Kootstra, Public Works; and Frank DeSort, Building Department.

CORRESPONDENCE:

Clerk Kaczmarek notified as well as held up the recognition plaque and sign from the Relay for Life for Island Lake thanking Island Lake for their participation.

APPROVAL OF MINUTES

1. Motion by Trustee Stiller, properly seconded to approve the June 8, 2006, June 22, 2006, June 27, 2006 and July 6, 2006 meeting minutes.

Trustee Becker asked for a small change in the June 22nd meeting minutes regarding the fish size.

Upon roll call, Trustees voted as follows:

AYES: Trustees Becker, Guido, Herrmann, Huff and Stiller.

NAYS: None

ABSENT: Trustee Schmidt

ABSTAIN: None

Motion was declared carried.

COMMITTEE REPORTS

1. BUILDING, ZONING AND ORDINANCE

Trustee Herrmann read the building report for the month of June. Total building permit fees \$70,091.70 and total water connection fees \$20,401.00. Total permit fees \$90,492.70. There were 89 permits issue. Total receipts for electrical compliance inspections \$1,500.00, Ordinance Violations received \$70.00 and total rental inspection fees collected were \$100.00. Total fees for the month of May collected were: \$92,162.70.

Motion by Trustee Stiller, 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 June: Section A water bills sent and due August 3rd, 23 residents have had garbage pick up suspended for non payment, 15 red tags were posted for shut off and all paid or made arrangements for payment, 30 residents moved out and into the Village in June, Section B water bills were due and late notices were sent out and John Little assisted the auditors with requests and questions.

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 June: 1228 calls for service, 84 criminal offenses, 6 criminal arrests, 70 ordinance violations, 162 traffic citations issued, 15 accidents reported, 15 accident reports written, 4 warrants served, 54 parking tickets were issued, 12 warning tickets issued. Lake County courts collected \$3,452.93. McHenry County courts collected \$23,474.18. Parking tickets \$3,130.00. Report copies \$91.00. Miscellaneous \$16,834.74. Total \$46,982.85. Trustee Stiller questioned the miscellaneous fees amount and why it is so high. John Little will be asked to supply a break down. Chief Fellmann mentioned that this months reports includes the figures from the previous month as at last months meeting, the McHenry County number were not in yet.

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

4. PARKS, RECREATION AND EDUCATION

Trustee Stiller presented the report for the month of June in place of Trustee Schmidt: Creative Playtime current revenue as of July 12th \$29,911.00. Street Dance Revenue \$4929.50 and Expenses \$2455.84. Total profit approximately \$2473.66. Clue enrollment is at 60 children. Current revenue as of July 12th \$35,702.00. Current department activities include working on the Street Dance and beginning preparation for Fall Recreation Guide.

Motion by Trustee Huff, 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 June: The Street project is moving along. The contract paperwork has been signed by the appropriate parties and forwarded to the State for final approvals. All storm sewer basins and adjacent curb repairs have been completed within the pavement project area. General black top repairs have been completed resulting in 19 tons being applied by Village crews. The emergency access road has had a gate installed at the South entrance by Prairie Woods. An additional gate on the North side is set to be installed. To date the restoration issues, addressed last month, along Spruce have been taken care of. Situation is still being monitored and addressed as needed. Final walk through have been conducted in Pine Ridge on the roadways, concrete, curbs and storm sewers. Matthews Middle School – this department has little input or monitoring opportunities. Hillside Estates: This department has reviewed the Annexation Agreement and provided comments to the Engineers. Park Items: Assisted as requested with set up, operation, and clean up of the Parade, Picnic at Veterans Park, CarpFest and Street Dance. Restoration of drainage installation at Converse Park is complete. The recognition signs are slated to be re-installed by a private vendor.

Water Department: The Water Department repaired water main breaks at 104 Hazel Court, 3322 Hyacinth Terrace and 3222 Northern Court. Completed repairs on the Fox River Shores Telemetry system. Completed the triennial water sampling for lead and copper from 20 residences. Lead was not detected and copper levels ranged from no detection to 0.92 mg/l. Inspected and completed a deficiency punch list for the Pine Ridge subdivision. Most of the deficiencies were minor and have since been corrected. Delivered 15 red tags for delinquent water bill payments, Kevin Sutherland, William Kootstra and I met with representatives of the Lake County Department of Transportation to discuss the possibility of adding a new water main to the Darrel Road/Burnett Road highway improvement project. Met with Baxter & Woodman to discuss various current projects and several possible future projects. The engineering for the Burnett Road water main project is nearly completed. Rooney Consulting stated that we should be ready to let this project out for bid within a week. The CDBG 2005 water main construction project began on 7/10/06. Maneval Construction Company has installed approximately 600 lineal feet of 8" diameter main on Southern Terrace. The total project consists of approximately 2,000 feet of new water main on Sumac, Woodbine Southern Terrace and a small portion of Greenleaf Avenue.

15 of 29 residences have completed water service hookups, 5 residences have new service lines stubbed into their homes but have not completed the inside plumbing and the hookup deadline is September 1, 2006. June Operating report: Total gallons pumped: 19 million with peak day gallons: 869 thousand.

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 stated that he received an email from the owner of Allstate who is questioning Aflac usage by the Village as well as stated that meeting minutes have not been posted since May 11th on the Village website. Clerk Kaczmarek stated that when she checked, as of July 13th, meeting minutes had been posted through June 1st so the statement made is incorrect. The Board will have John Little get back to them regarding Aflac. Trustee Becker asked Mr. DeSort about the parking lot, pot holes, etc. by the Post Office strip mall area. Mr. DeSort stated that he spoke to Mr. Anderson and Mr. Anderson is working on this and the light poles will be fixed shortly.

Motion by Trustee Huff, properly seconded to approve 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. Approval of 2 signs- one at Eastway Park and one on the Island announcing Venetian Night September 9th
- 1 2. Approval of \$50 for the health department permit for the 4th of July picnic
- 1 3. Approve payment of bills

2 Trustee Herrmann asked to remove item number 3. from the Consent Agenda. Motion by Trustee Stiller, properly seconded to approve item numbers 1. and 2 of the Consent Agenda. Upon roll call, Trustees voted as follows:

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

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1 Agenda Items:

- 1 1. Approve payment of the bills

Trustee Guido asked several items to be removed from the bill sheet: AT & T bills, check to F. Manetti and checks to Northern Morraine Water Reclamation District.

Motion by Trustee Stiller, properly seconded to approve the payment of the bills removing the following items from the bill sheet - AT & T bills, check to F. Manetti and checks to Northern Morraine Water Reclamation District. Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

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2. *Approval of \$500 for a Village booth at the Lake County Partners 2006 ICSC Deal Making conference September 7th and 8th*

Trustee Becker questioned if there is room for the Village to have a table at the event. Clerk Kaczmarek stated that she spoke to Lake County Partners and they do have a table available. Mayor Hyde expressed concern with being prepared and getting ready for this event and asked the Board Members to start working on marketing materials, a power point presentation, etc., for this event. Trustee Guido stated that everyone who would like to participate and help should start getting together right away.

Motion by Trustee Herrmann, properly seconded to approve \$500 for a Village booth at the Lake County Partners 2006 ICSC Deal Making conference September 7th and 8th. Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

3. *Approval to trade the school bus for a Gator/4 wheeler for the Village of Island Lake*

Trustee Stiller questioned if anyone has looked at the Gator yet. Mayor Hyde stated that Mr. Kootstra and Mr. DeSort will take the school bus to Rochelle and look at the Gator that is available.

Motion by Trustee Huff, properly seconded to approve to trade the school bus for a Gator/4 wheeler for the Village of Island Lake. Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

4. *Approval of health insurance changes effective August 1, 2006*

Motion by Trustee Guido, properly seconded to approve health insurance changes effective August 1, 2006 with changes to the three areas: \$250 deductible to \$500, prescription drug care from \$10 to \$15 to \$30 to \$50, and dental coverage to a different carrier with the same coverage. Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

5. *Approval of lease in the amount of \$333 per month for the Village copier/scanner/fax machine*

Motion by Trustee Herrmann, properly seconded to approve lease in the amount of \$333 per month for the Village copier/scanner/fax machine. Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

6. *Approval of temporary structure permit and waiving of the permit fee for the Island Lake Chamber BBQ on Sunday, August 13th*

No specific details of this event have been provided to the Board nor the Village Clerk. Trustee Stiller questioned if this event was a public event or an organization event, if traffic control is needed, what park this event is taking place at and what Village services are being requested. Mayor Hyde requested Chief Fellmann to call the Chamber regarding Police services. Mr. DeSort added that before waiving a permit and permit fee for a temporary structure, approval is needed from the Fire Department. For tents, in the past, there have been issues with the Fire Department and fire retardant tent material. Trustee Herrmann stated that the paperwork and application should be submitted. Mr. DeSort said the process should be: one, fire retardant of the tent, two, review by the Fire Department, and three, an application so the Village knows if a liquor license is needed, a copy of certification of insurance and what support staff from the Village is needed. Trustee Stiller asked Attorney Puma about insurance and Mr. Puma stated that it is good practice to ask for certification of insurance for events for civic organizations.

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Motion by Trustee Huff, properly seconded to approve the permit and waiving of the fee providing that there is proper understanding of the event, completion of application, size of the event, event needs, Village service needs and time and place of the event. Upon roll call, Trustees voted as follows:

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

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Motion was declared carried

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Items from the Village Clerk, Trustees and Department Heads

- *Trustee Guido stated that part time Police Officer names have been submitted by the Chief for review and approval. All the appropriate background checks have been completed and came back okay.*
- *Trustee Guido addressed the questions on the bills that he pulled from the bill sheet. He said that legal bills need to be reviewed on the Police end as well as all the other bills so that the Board watches more closely the budget overall. He would like everyone to keep verifying what is within the budget and to keep double checking.*
- *Trustee Guido stated that he removed from the agenda for this week voting on Bucom/new siren because he is speaking with Bucom, Chief Dato and Wahl, regarding purchasing of sirens, possible discounts, etc. He added that there are several sirens that will be needed within the next few years with new subdivisions coming in so he would like to work with the Fire Department and Bucom for possible discounts.*
- *Trustee Stiller stated that the four easements down Burnett Road have been completed. The department will go out for bid early next month. The November deadline should be met.*
- *Trustee Huff thanked everyone who helped and volunteered at the Street Dance and Fireworks this year. He felt that the event was a success once again.*
- *Kevin Sutherland reported that the test well agreements have been signed for Walnut Glen subdivision. He said that he owes the Board a summary of the 2 potential sites and will do so shortly. He added that the second site does have enough room for a tower.*
- *Mr. Sutherland said that there is a request from a resident on Bassler Drive to hook up to the water system. The question is how does he pay to hook up. Does the original SSA get modified to include the property now? His property had opted out of the SSA. Attorney Puma spoke to John Little and Neal DeYoung and John will be looking into the past figures – how much they would have had to pay to opt in if they wanted to, etc. Clerk Kaczmarek and Attorney Puma spoke this morning about this issue also and she forwarded onto Attorney Puma the property owners attorney information. Trustee Stiller questioned if they opted out, do they actually pay for both. Attorney Puma stated that they discussed if there should be an adjustment to the connection fee from the normal fee so they would be paying an upfront charge of the entire amount that they would have paid to be part of the SSA. It would be an adjustment to the normal connection fee. Options are available which need to be worked out with the property owner. If the property owner wants to pay it over time, that's an option, but Attorney Puma wants the Village to be secure in receiving the payment. Mayor Hyde mentioned a separate SSA possibly. He said the simplest way to handle this though appears to be putting a fee on it in addition to the tap on fee plus the Board would need to approve this. Mayor Hyde asked*

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Attorney Puma to work on this along with Mr. Little and Mr. DeYoung. Trustee Becker verified that if one opts out of the SSA that they can opt to be back in and Attorney Puma agreed. Attorney Puma stated that a public hearing is only required to amend the boundaries of an SSA. Trustee Becker stated that in the old part of town, residents opted out due to having a well, etc. He questioned what if the property is in the middle of the whole thing. Attorney Puma replied that he should be excluded because the County Clerk then taxes those. Trustee Becker said he should probably be able then to opt back in if he caps his well and pays all the back fees. Attorney Puma said that's the decision the Board has to make and if back fees need to be charged. Attorney Puma said a public hearing has to occur. Trustee Guido said that in the past, if someone has a well and if it happens to go down and break, they have the opportunity to fix it but they have to get approval from the Village. Trustee Becker said the other option would be to go into the SSA and keep your well. Kevin Sutherland mentioned that there are four other properties that also expressed interest. Mr. Kootstra brought up the fact that the water main that the property would be hooking up to was not installed by the Village nor was any funding collected by the Village for that particular water main. That water main was installed and paid for by the Fox River Shores. The developer installed the water main and there was no recapture fee.

- Kevin Sutherland stated that School District 118 has settled the wetlands issues on the property for the Matthews Middle School. He received a letter from Dr. Coles assuring that they will complete all the requirements in a timely manner. The funding for the tap on has been received at the Village and the Village will forward on the appropriate check to Mr. Harris since the check was made out to the Village. Mr. Sutherland will issue a watershed permit then. The easements will be placed on the plats as requested by the Village. Trustee Guido verified that all 4 items have been completed and Mr. Sutherland confirmed that the dollar amount was correct for the tap on fee.
- Mr. Kootstra is meeting with SWALCO tomorrow regarding the upcoming Chemical Waste pick up day on July 22nd at Cotton Creek School. He wrote a letter to the Jaycees asking for volunteers. Trustee Guido asked Mr. Kootstra to utilize the part time workers first if no volunteers are found. He asked Mr. Kootstra to send a memo to part time Officers as well asking for assistance. 5 workers are needed for this event. Trustee Guido pointed out again that it will cost the Village about \$1500 if we pull full time employees for this event. He mentioned asking Gary to possibly help.
- Chief Fellmann addressed the earlier question with the \$15, 834 in the miscellaneous category. On page 3 of the report, he mentioned that last month the McHenry County numbers were not in yet so the number is from two months and includes court and parking tickets. Trustee Guido will verify this with John Little. Trustee Stiller stated that it just seems somewhat excessive. Chief Fellmann explained that last month it was zeroed out for the fines from McHenry County and parking tickets and they were picked up this month in the miscellaneous column this month along with miscellaneous fees collected for June.
- Chief Fellmann mentioned that him and Mr. Kootstra attended a meeting and reviewed an overview of the draft of a crisis plan with the Lake County Department of Health for a pandemic flu situation in the County. The County, on Monday, will conduct a table top exercise in Crystal Lake with Department Heads and those that would be responding to such a crisis.
- Chief Fellmann is working and receiving his Command training as required. The introductory training is also recommended for elected officials, Public Works, Department Heads, etc. Mayor Hyde will ask the Board Members to go through this training. Chief Fellmann mentioned that when applying for grants, often times this question is asked, who is trained, and assists with the grant application process.
- Chief Fellmann brought up that before last month, \$12,331 in court fines for McHenry County court fees. This month was \$23,474. He suggested that Diamond and LeSueurs legal fees are a reflection of that increased prosecution. The 176 traffic citations were prosecuted this month. Trustee Guido stated that the legal fees for Diamond and LeSueur have roughly been the same amount every month but stated that the Village is budgeted for an x-amount of dollars and we need to stay within. He stated that the bill now has gone up when normally it remained about the same. He would like to review the invoices. Trustee Guido stated that a certain amount was budgeted and if say they raised their dollar amount, the Village needs to know. Mayor Hyde stated that cases are different each year. Appropriate prosecutions are going to a much larger extent. He added that they are more expensive and that a fine line needs to be drawn with drinking and driving and repeat offenders in this ear. Trustee Guido does not want a problem 9 months down the road.
- Connie Mascillino asked the Board for approval to put up a Board in the Board room that can be used with emergencies – to list road closures if need be, who is in command of what, etc. She added that it can be used also for presentations when a projection screen is needed. EMA has needed such a screen in the past for training sessions. It will be approximately 5 X 5.
- Attorney Puma stated that he received the AED policy and is reviewing it.

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- Mr. Kootstra explained to Trustee Guido from the bill sheet a portion of the payment to Northern Morraine. He stated that this bill is paid quarterly and the 95 cents is split with the sanitary district. The Sanitary District breaks this bill down

for the Village and it is sent to Mr. Kootstra. If something is billed that is not from Island Lake Mr. Kootstra speaks with Dorothy at the sanitary district to clear the matter up.

Items from the Mayor

- Mayor Hyde stated that he and Clerk Kaczmarek went out this past week to have the easement agreements signed by Alan Smith and Kemper Valve. He passed out drawings of the new Kemper Valve addition to their building.
- Mayor Hyde mentioned that the Skiba residence is going before the Zoning Board for a hearing variance this month.
- Mayor Hyde passed on the ComEd Care Program for Mr. Kootstra's review
- Mayor Hyde stated that NBC will be interviewing Chief Fellman on Friday. They are doing a documentary relating to major criminal events and the Chief assisted in the Tylenol case in the past. They have been filming in the area since Monday.
- Mayor Hyde requested an Executive Session this evening to discuss Personnel issues, Union contracts and litigation. Chief Fellmann was requested to stay for Executive Session.

Motion by Trustee Stiller, properly seconded to waive Public Comment this evening as there are no residents in the audience.

Motion by Trustee Stiller, properly seconded to go into Executive Session to discuss Personnel issues, Union contracts and litigation.

Motion by Trustee Stiller, properly seconded to adjourn Executive Session and return to the Board meeting. Upon voice vote motion was unanimously carried.

Motion by Trustee Huff, properly seconded to adjourn the Board meeting. Upon voice vote motion was unanimously carried. No further business was discussed. Meeting ended at 9:32 pm.

Christine Kaczmarek, Village Clerk