

MINUTES OF A REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF ISLAND LAKE, LAKE AND MCHENRY COUNTIES, HELD ON THE 12th DAY OF JANUARY 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, Dan Schmidt and Steve Stiller.

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

CORRESPONDENCE:

Clerk Kaczmarek stated that there was no correspondence; however, she addressed Trustee Becker regarding his issue from the last meeting that he was paid for the October 27th incorrectly. Clerk Kaczmarek stated to Trustee Becker that she did some research and found that Trustee Becker was definitely at that meeting as that was the meeting where Trustee Martin walked out and resigned, it was the BT Land Public Hearing as well as he made some of the motions that evening. Trustee Becker stated that he must have been incorrect and that he would check his notes again.

APPROVAL OF MINUTES

Motion by Trustee Guido, properly seconded to approve the December 1, 2005, December 8, 2005, December 22, 2005 and January 6, 2006 meeting minutes.

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 \$7,719.00 and total water connection fees \$20,291.00. There were 24 permits issued and total fees collected \$98,131.00.

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. There were 21 move outs and move ins into the Village in December. Section A water bills were sent with a due date of February 2nd. 10 red tags posted for Water shut off and all have been paid. 17 residents have garbage pick up suspended for non-payment. W-2s have been issued. 1099s will be issued by month end and all year end liability requirements have been completed. John Little is in process of gathering records and documents for the MGT audit. Trustee Huff stated that there was a committee meeting held last Monday.

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. Calls for service totaled 740, criminal offenses 41, criminal arrests 5 and ordinance violations 72. Total monies received from Lake County

Trustee Guido wished Don Bero a good retirement and welcomed Chief Fellmann to the Village. Trustee Stiller questioned the miscellaneous dollar amount. Mayor Hyde stated that was due to the fact of the Police Department radio system and is the grant money going through.

Motion by Trustee Huff, 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 Schmidt presented the report for the month of December. Current enrollment: 91 dancers, 22 guitar students, 16 preschool, 20 martial arts, 16 yoga and 26 miscellaneous. Revenue \$60,145.00, expenses \$53,565.00 with a current positive of \$6,579.00. Club enrollment is 55 students. Revenue is \$88,029.00, expenses are \$84,929.00 with a positive of \$3,099.00. Flyers are being sent out regarding the Daddy/Daughter Dance, Mother/Son Bowling and Indoor Garage Sale on January 21st. New ballroom dancing class is going very well and has 7 couples so far. Indoor Garage Sale is set for January 21st from 10 am to 2 pm. High volume already of those signing up for Mother/Son Bowling and Daddy/Daughter Dance. CLUB is preparing dance costume orders for the recital and preparations are underway for the Summer Camp. Recreation Department is working closely with the PR Committee and is handling all the room scheduling and monthly Village calendar. Trustee Schmidt stated that he met with the Park and Recreation Department on January 6th. The building has been sprayed for bugs, mice, etc.

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 December. Snow and ice control is underway on an as needed basis. To date, 293 man hours have been expended for snow removal and also to date, 626 tons of salt has been ordered and delivered to the Village. Approximately 479 tons have been applied to Village streets thus far. A draft copy of the Pavement Management report was received by Baxter & Woodman. They will formally present this report to the Board on January 26th. Designed and implemented a new work order system within the department. New system will provide a means to better track individual tasks as well as track job costs. Met with the developers of several projects on Dowell Road in an effort to coordinate construction activities and road construction. The ice skating rink at Converse Park has been installed, filled and opened. The rink was usable for only 5 days due to the weather. The sledding hill was open while the Village had snow and ADT started the installation of the board approved surveillance system at Veterans Park.

Water Department: Replaced 4 sample taps on the softeners, installed a new float totalizer for well 6 and repaired water main breaks at 305 Woodbine Ave. on 12/6, 220 Hickory Terrace on 12/21 and 721 Dartmouth Drive on 12/28. A water boil order was instituted for the Dartmouth break as a precaution. 17 homes were affected by the boil order which was subsequently lifted on 12/30 after bacteriological analysis results were satisfactory. Completed quarterly water meter readings for the business district, Fox River Shores, Westridge, Waters Edge, Campbell Woods and Pine Ridge subdivisions. Met with John Schmidt, Water superintendent of the city of McHenry, to observe the operation of a water main auto flusher and to discuss the various challenges water purveyors face. Responded to two events for frozen water lines and delivered 14 red tags for delinquent bill payments. Receive a proposal from Baxter & Woodman for the Walnut Glen shallow well and elevated tank site investigation. CDBG 2004 water service hook up update: new mains were put into service on July 20, 2005, total of 12 out of 29 residences have completed hook ups and the hook up deadline is September 1, 2006. Rooney Consulting has completed the survey and has begun with the water main layout on the plans for the CDBG 2005 water main replacement project. They will be meeting during the week of the 9th to go over the 1st draft layout. The goal is to have the plans finalized, EAP permits applied for, and bid notices sent out by the end of the month. December Operating Report: 19 million gallons pumped for December, average gallons per day 610 thousand, peak day gallons 834 thousand, and total gallons pumped 233 million, up 4.7% from 2004.

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 explained that he and Mayor Hyde met last week and talked about Lake County Partners making a presentation to the Board at the next meeting. He explained the background on Lake County Partners who also works closely with McHenry County. Trustee Becker will approach McHenry County Partners also.

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

Mayor Hyde added that there are three developers considering annexing into Island Lake. More will be on its way in the very near future. He reported that the athletic center is moving along nicely and more information will be available soon. Mayor Hyde said that the Monteforte property is being looked at by a business that sells lifts. The zoning would need further review.

7. PUBLIC RELATIONS COMMITTEE

Clerk Kaczmarek updated the Board and residents on the activities of the Public Relations Committee for December/January: PR Committee met on Monday, January 9th and are meeting again on Monday, January 16th. The Committee distributed the gifts to all those that won the Holiday Lighting contest. On January 9th, the committee talked about the upcoming 2006 Village events and the PR Committees role in these events and how to help promote them. The PR Committee will assist with press releases for the Indoor Garage Sale, Daddy/Daughter Dance, Mother/Son Bowling and Easter Egg Hunt and senior auction. The Village website is being on almost daily. Meeting minutes are posted as well as committee meetings and Board meetings are also being posted regularly. There are also pictures of our Village events now on the website.

Motion by Trustee Huff, properly seconded to accept the report for PUBLIC RELATIONS COMMITTEE as presented by Clerk Kaczmarek for the month of December/January. 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. Approve payment of bills

Motion by Trustee Stiller, properly seconded to accept Consent Agenda items as presented as presented for the month of December. Upon voice vote, motion was unanimously declared carried.

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1 Agenda Items:

- 1 1. Approval to pay Thelen Sand & Gravel in the amount of \$14,157.00 for Request No. 2 for the 2004 CDBG Water System Improvement project.

- 2 1 Motion by Trustee Guido, properly seconded to approve the payment to Thelen Sand & Gravel in the amount of \$14,157.00 for Request No. 2 for the 2004 CDBG Water System Improvement project.

Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

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2. Approval to join Lake County Partners in the amount of \$800

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1 Trustee Becker stated that there is \$1200 in the Economic Development budget that has not been spent yet and he would like to recommend the Board joining this organization. The organization will come in and make a presentation to the Board at the next meeting.

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1 Motion by Trustee Huff, properly seconded to approve Island Lake to join Lake County Partners in the amount of \$800.

Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

3. Approval for \$304.12 for a one year contract with vba@WebDesign.com for the Village web hosting services

Trustee Huff explained that three bids were obtained and that this is only a \$304.12 expense. He added that vba has much more features to it and at a lesser cost.

Motion by Trustee Stiller, properly seconded to approve \$304.12 for a one year contract with vba@WebDesign.com for the Village web hosting services.

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Upon roll call, Trustees voted as follows:

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

Motion was declared carried.

4. Approval to donate \$250 and co-sponsor the 2006 Lake Zurich American Cancer Society Relay for Life

Motion by Trustee Guido, properly seconded to approve a donation of \$250 and be a co-sponsor the 2006 Lake Zurich American Cancer Society Relay for Life

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Trustee Becker stated that he is not against anything but is still not comfortable with spending tax payers money on donations.

Upon roll call, Trustees voted as follows:

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

Motion was declared carried

5. *Approval to appoint the following individuals to the Plan Commission – Tim Murphy, Jim Grimm and Donna O'Malley*

Motion by Trustee Guido, properly seconded to approve the appointment of the following individuals to the Plan Commission – Tim Murphy, Jim Grimm and Donna O'Malley

Upon roll call, Trustees voted as follows:

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

Motion was declared carried

6. *Approval to appoint Mike Herrick as the Chair of the Plan Commission*

Motion by Trustee Huff, properly seconded to approve the appointment of Mike Herrick as the Chair of the Plan Commission.

Upon roll call, Trustees voted as follows:

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

Motion was declared carried

Items from the Mayor

- *Mayor Hyde stated that there was a budget meeting this past week and there was open discussion about a Village Manager position. The Mayor handed out information on the possibility of a Village Manager to the Board members. Trustee Guido asked Attorney Scott Puma if the form of government would change if this Village moved to having a Village Manager. Attorney Puma said that the form of government will not change. He added that the Board would create the office of Village Manager/Administrator and the Board remains the same as well as their responsibility to their assigned committees. He stated that the only change that would come into play is if the Village went to a City Manager form of government. Mr. Puma said that 90% of Villages now have a Village Manager.*
- *Mayor Hyde is working with Cotton Creek School regarding the "Make a Difference" program. Their direction is animal control. Mayor Hyde will meet with the school children in the future regarding dangerous dogs, etc., and how the Village can help.*
- *This Saturday there is a Town Hall Meeting at Village Hall at 10 am.*
- *Mayor Hyde passed out information regarding the new siren location.*

Mayor Hyde would like the Board to discuss Village events for 2006 and would like further discussion regarding large Village events – if the Village would like to have them, there needs to be Board commitment, etc.

Items from the Trustees and Department Heads

- *Trustee Huff will follow up with everyone regarding the Finance Committee meeting that took place. He added that there was lots of good discussion and that there are a lot of challenges coming up for the Village. There are many issues to be decided upon.*
- *Trustee Guido stated that with the Police Department radio being installed may have some additional charges – a set up fee of \$650.20 and some additional extended monthly fee in the amount of \$407.19. He would like the Board to place this on the agenda for next meeting to vote on as there is a deadline. Trustee Guido stated that there is some room in the Police budget for these expenses and that he will work with John Little on where to pull the money from.*
- *Trustee Schmidt stated that he is working on getting together with Don Augustin regarding the building of a park within Prairie Woods. He is also working with Willie Kootstra on a Veterans Park priority list. It is a working document that includes 20 items that are being looked at and reviewed for costs, time frames to implement, who would do the work, if engineering is required, etc. There is an ambitious time frame going through 2013. Some items are in the works such as the gutters and the security system. The next step is to look at the grant money that is left as well as Willie and Trustee Schmidt need to reapply and modify the budget to implement these priorities. Trustee Huff added that these numbers should also be presented at budget time. Trustee Guido questioned the time frame of before May 1st or after May 1st. Trustee Schmidt said before May 1st but the majority of the items should be done with through the grant. Willie stated that there is about \$14,000 left of the grant money and the money needs to be spent by November so that is what is being targeted. Trustee Schmidt stated that they will work within the budget. Trustee Schmidt is meeting with Mayor and Corelands on Friday regarding the acquisition of easements, wetlands protection, etc. They will discuss these issues as it pertains to the bike trail system.*
- *Chief Fellmann reiterated that there are some additional expenses with regards to the new radio system being installed. He added that there is a monthly fee for the infrastructure and the cost is prorated. He will have all the information for the Board members for the next meeting.*
- *Kevin Sutherland would like Baxter & Woodman to address the Board at the next meeting regarding the Pavement Management survey that has been conducted for Island Lake.*
- *Connie Mascillino asked for the Board's help with a new bill that was introduced that would take FEMA out of the Department of Homeland Security and make it an independent cabinet level position. The focus will now be on terrorism. She asked the Board to please let the representative know that the Board supports them doing this. She presented to Trustee Huff FEMA items for the budget. Trustee Huff questioned the new siren placement in the Village. Ms. Mascillino said that Jeff from Bucom and the Mayor have been in contact regarding the siren placement. They are working on the relocation of the siren. Willie is also involved in this process as well as the Fire Department. The system is battery powered and there are solar panels on the siren. The new siren will cover Westridge and the business district.*

Motion by Trustee Guido, properly seconded to open the meeting up to the floor.

Rich Garling, 3310 Greenwich: Mr. Garling thanked the Village Board for the one year contract for vba. He mentioned and suggested to Trustee Becker that he may want to work also with the PR Committee as they plan to put together packets and promote the Village. Trustee Becker stated that he expects many to get involved in the process. He said it will not be a one man operation and that everyone is in this together.

Don Saville, 3608 Burr Oak: Mr. Saville stated that the Board has changed considerably and that he would like to ask once again for the Board to the look at the past Mr. Kootstra and Mr. Ponio situation. He feels that this situation is going to the wayside and he would like to see this situation resolved. Mr. Saville said that police reports were submitted, Mr. Kootstra was arrested and then a video of the event surfaced that did not go along with the police reports. He added that he stated back then and he'll restate it now, there was a Police Officer that submitted a report too and he feels very uncomfortable about this case being dismissed when statements made were false. He asked the Trustees what they are going to do about this situation. Mayor Hyde questioned if legal advice is what Mr. Saville is looking for. Mr. Saville said that he is not necessarily looking for legal advice but that in fact if these reports were fabricated, he thinks something should be done about this matter. Trustee Guido asked Chief Fellmann to review the reports and the case and report back to the Board what his findings are. The Board all agreed to this action. Mr. Saville also inquired about what was done with a missing document that disappeared from Frank DeSort's office and was handed out by Mr. Ponio.

He questioned the security in the building and if locks have been changed since. Mayor Hyde stated that not all the locks have been changed but that many now have been. The door to the Village Office is locked and that privacy will be maintained and respected in the Village Office. Trustee Guido suggested that Chief Fellmann also look into this issue. Trustee Schmidt stated that he agrees. The Board asked for a report back to the Board and the residents regarding this issue as well.

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

Motion by Trustee Stiller to adjourn the meeting, properly seconded. No further business was discussed. Meeting was adjourned at 8:20 pm.

Christine Kaczmarek, Village Clerk