

**Village Board Meeting Minutes**  
**VILLAGE OF ISLAND LAKE**  
**3720 Greenleaf Avenue, Island Lake, IL 60042\***  
**\*Audio/Video Zoom Meeting**  
**October 22 2020, 7:00 p.m.**



**Mayor Amrich has made** a public determination that an in-person meeting of the Village Board members and staff will take place. However, due to COVID-19 health restrictions, it is practical and prudent that audio/video Zoom participation only by the public also be permitted. See below for instructions for electronic participation.

1. **Call to Order** at 7:04 p.m. by Mayor Amrich
2. **Roll Call** Present: Trustees Chris Carlsen, Chuck Cermak, Harold England, Richard McLaughlin, Dan Powell and Will Ziegler. Absent: None. Also present: Mayor Charles R. Amrich, Clerk Georgine Cooper, Attorney David McArdle, Treasurer Ed McGinty, Police Chief Dan Palmer, Technology and Innovation Director George Muligano, Planning and Zoning Chair Joe Zeinz. Building Official Russell Kraly (remotely).
3. **Pledge of Allegiance** led by Mayor Amrich
4. **Public Comment** none
5. **Presentation Garbage and Recycling Contract**, by Steve and Mary Jo Schweinsberg of Prairieland  
Discussion: Mayor Amrich: Met with Steve and his staff, Trustee McLaughlin and Treasurer McGinty. Trustee McLaughlin: Prairieland added option of yard waste toter; increase of 3 ½%; 5-year contract> Trustee Ziegler: Are garbage toters included? Schweinsberg: Yes, in all options. Three different yard waste options and billing are to be determined. Options A-D included. Trustee McGinty: If Village continues to bill, senior discount of 20% still applies. Trustee Ziegler: Why is it more expensive for Island Lake to do the billing? Response: We have programs set up to do it. Prairieland will give 30 days to pay. In 45 days past due, tag, the following week discontinue pickup. Treasurer McGinty: It does not cost us more to bill; Prairieland charges more if he doesn't do the billing. It doesn't mean our cost is higher or lower. Mayor Amrich: The Village currently bills behind and Prairieland bill ahead. Steve: Will send our first bill end of February, beginning of March. Following month will be one month behind. Will catch up in the 3<sup>rd</sup> cycle. Trustee Powell: Would like the last bill to be a different color or clear indication that there is a change. Mary Jo: We will not send anything out to residents without signoff by Mayor Amrich and Treasurer McGinty. Mayor Amrich: Yard waste pickup will start with the new season. Place on November 12, 2020 Agenda a motion to contract Prairieland for 5 years for garbage and recycling [Option B].

## **OLD BUSINESS**

6. **Motion to discuss and amend the 2020-2021 budget to earmark a percentage of gaming revenue for park equipment expenses**

Motion to amend the 2020-2021 budget to earmark a percentage of gaming revenue for park equipment expenses by Trustee Ziegler, Second by Trustee McLaughlin

Discussion: Trustee McLaughlin: Just have the money go for equipment. Trustee Carlsen: For example, if you have a \$60,000 expense, do you have to save it up? Attorney McArdle: Need to amend the budget to set up a budget item. You put a revenue item and balance it with an expenditure item. Treasurer McGinty: We have a \$40,000 revenue item already in the budget. We are up to \$35,000 in revenue of the \$40,000 budget. Suggest that we could spend anything over that \$40,000 on parks. Trustee McLaughlin: What if we only get \$1,000 over that? Treasurer McGinty: Unless the governor shuts it down, we will have approximately \$10,000. We have \$87,000 left in budget for parks that has not been spent. Trustee England: We need to make sure we don't lose any of the budgeted money to match the \$50,000 for the new land donation. Trustee McLaughlin: We can use the monies above \$40,000 this year and deal with the percentage next year. Attorney McArdle: We don't have the contract yet.

Attorney McArdle: Budget does not need to be amended. It's not the legal document. The board can direct Ed to put an item for park equipment in the budget. Trustee Cermak: We determine the number for the budget. Wait until next year to know totals.

Motion withdrawn by Trustee Ziegler; second withdrawn by Trustee McLaughlin

Mayor Amrich asked the board to move up Item #11

Trustee Powell: Can we wrap the whole parking lot? Can we do the basketball court? Response: Not with MFT money. Treasurer McGinty: There is engineering to be done for the basketball court.

**7. Discussion of and possible action on Midwest Properties Donation Agreement**

Discussion: Trustee Carlsen: Want to make sure we earmark funds for the \$50,000 match. Attorney McArdle: Is waiting for final agreement and forms; will inform them that we are committed to \$50,000 and the 180 is acceptable. It will be very important to state where the money will be held and for how long.

Motion to authorize Mayor Amrich to sign the proposed gifting agreement and other documents from Midwest Properties by Trustee Carlsen, Second by Trustee Ziegler

Ayes: Trustees Carlsen, Cermak, England, McLaughlin, Powell and Ziegler. Nays: none.

Motion carried.

**8. Update on work order system for Public Works**

Discussion: Trustee Powell: George Muligano sent an email with information: Dispatch Direct: 1<sup>st</sup> year cost of \$8,000 and \$1,200 in subsequent years. Contacting other vendors who specialize in municipal work orders. Dispatch Direct must have an address associated. Public Works should drive this; will sit down with them. Trustee Carlsen: Have Patrick Stewart take the lead. Trustee Powell: Expressed appreciation for George's initiative; needs to have analytics for data; time, energy and resources being accounted for. Trustee Ziegler: Will help us in the future. Trustee Carlsen: Can better match skill sets.

**9. Discussion of and possible action on having Village Hall business hours on Saturdays**

Discussion: Mayor Amrich: Had Clerk Cooper contact municipalities. Of 29 responses, only one was open and only for 6 hours per week total. Trustee Ziegler: People don't like to pay the fee online; they want to business in person. Trustee McLaughlin: To help our residents, what happens if we have someone work on Thursdays with board meetings? Trustee Carlsen: Working people can't get in during regular business hours. Trustee Ziegler: Change their hours to accommodate. Leave it up the team to rotate a Saturday or other time. Treasurer McGinty: Stay open on a particular night or two beyond regular hours? Trustee Powell: I think people would appreciate later hours during the week; get insight from the team. Trustee McLaughlin interviewed staff; they don't want Saturdays. Mayor Amrich: I was instrumental in keeping it going on Saturdays, however, there are certain times of the year when we need it. We shut it down during pandemic. Treasurer McGinty: We need Saturdays during vehicle season. Trustee England: Try it out for a couple months to see who comes in. Treasurer McGinty: I'm here on Saturdays during budget season. If you're only open one Saturday per month. Trustee Cermak: What are the reasons people need to come in? Response: Bills and vehicle stickers. Recommend once a week on Thursday. Whoever is working could come in later or have comp time.

**10. Discuss and provide direction on contract negotiation for Lakeview Drive Bridge Project Engineering Services for Phases I, II, and III**

Discussion/Direction: Attorney McArdle: Engineer usually gives a proposal and have designee review it. How and how much are you going to pay? Trustee England, Mayor Amrich and Treasurer McGinty to negotiate. Trustee Carlsen: Make sure there are quantified options. Attorney McArdle: You work with the first firm; then if you don't reach an agreement, you go to second. There is no direction about going back to first on list.

**NEW BUSINESS**

**11. Motion to approve a change order to the Schroeder Excavating Services 2020 MFT Contract in the amount of \$9,301.25 for additional paving alongside the Police Department**

Discussion: Attorney McArdle: In order to add to the contract correctly, we need to do a change order. The change order is for the additional expense; the unit price is the same. Mayor Amrich: The area not included is the area for squads where new grinding will be applied and it will be ready for paving next

year. In order to pave the basketball court, need a separate contract and motion; can't be done tonight.  
Trustee Powell: We should look into new basketball rims when the blacktop improvement is made.

Engineer Mark Rooney: The paving of the basketball court is more complex than the repaving. The concrete wall must be taken out. The surface of the court varies; need to go back 15 feet and taper it down for drainage and have an appropriate slope; will need to remove asphalt and lower the court. We didn't know about basketball court in time to improve it. We have no unit costs for all of the work that would need to be done; we'd be at mercy of contractor. We are running short of time with the weather.  
Trustee England: If we got it prepped in time so that it was only paving, could we do it with a change order, would you be able to do it? Rooney: Yes. If the rest of the work was done in time, we could get a change order.  
Trustee McLaughlin: RE: other streets were doing, how are they determined? Should we have engineer determine this? Response: Brian determines. Planning and Zoning Chair: Timeframe for parking lot work; don't want it to impact Election Day. Response: No work on Election Day and Halloween. Cold weather would shut us down.  
Trustee Carlsen: Why are we paving in the fall? Response: Received the street list in September.  
Mayor Amrich: When will Schroeder be able to start? Response: They said they can get it in this year; has a call in for their schedule. The order of streets is our decision.

Motion to approve a change order to the Schroeder Excavating Services 2020 MFT Contract in the amount of \$9,301.25 for additional paving alongside the Police Department by Trustee England, Second by Trustee Powell

Ayes: Trustees Carlsen, Cermak, England, McLaughlin, Powell and Ziegler. Nays: none.

Motion carried.

**12. Motion to adopt an ordinance amending Title 1, Chapters 5 and 8 relating to authority over Village Employees**

Discussion: Attorney McArdle: Was contacted by a trustee or two regarding this. If the statute provides for a procedure—like Fire and Police Commission—we can't change that. For collective bargaining agreements can't change it. I believe law is clear; legislative body has authority over Personnel Code and hiring and firing of employees. Put together the ordinance to see if this is the way the Village Board wants to handle it. Mayor would be in charge of day-to-day activities. Board is in charge of other topics. If board is in charge of those, they have to meet to take care of it.  
Trustee McLaughlin: Would rather have board make determination of hiring and firing. Would like to try this change.  
Trustee Cermak: Isn't it that way already that mayor comes to board? Response: Appointed officers are appointed by mayor with board approval. That's not employees.  
Trustee Carlsen: Checks and balances with board making decisions.  
Trustee Powell: Takes it out of the realm ....].  
Trustee England: Takes the pressure off the mayor; takes a burden off one person.  
Mayor Amrich: Make sure you aren't circumvent statute.

Changes: 1-5-2 correct status to statutes in line 1-8A-2 add

Attorney: There are no penalties; you can't fire an elected official. It is request—a direction. You can change the salary structure in the future.

Trustee Cermak: I don't any other village that requires mayor to be in the office. How do you monitor the hours? Trustee Carlsen: Can have a Village manager. Trustee McLaughlin: People know you are here

Trustee Ziegler: The mayor should be here to oversee the employees.

Motion to adopt an ordinance amending Title 1, Chapters 5 and 8 relating to authority over Village Employees with amendments to 1-5-2 and 1-8A-2 B as stated by Trustee Ziegler, Second Powell

Ayes: Trustees Carlsen, Cermak, England, McLaughlin, Powell and Ziegler. Nays: none.

Motion carried.

**13. Motion to direct Village attorney to prepare an amendment to the *Village of Island Lake Personnel Rules and Regulations Manual* consistent with Agenda item 12 and to further update the *Personnel Rules and Regulations Manual***

Discussion: Attorney McArdle: This is a follow-up to Item 12; now the Personnel Code needs to be changed to be consistent and updated for new laws. So directed. Motion not needed.

- 14. Mayor Comments** included: RE: Business Registrations are done every year; would like to waive the fee for this coming year; it's only \$50.00 per business. Treasurer McGinty: We can probably afford it this year. Trustee Ziegler: We need to keep businesses open. We get sales tax. Put it on November 12 to waive it for next year. Attorney McArdle: No additional information from Circle K since the economic agreement; spoke to County Highway Department; they said meeting went well and they are waiting to hear from Circle K.
- 15. Trustee and Staff Comments** included: Trustee Carlsen: HR training research in progress? Agree with need for sidewalks; appreciate work of trustees; vote. Trustee Cermak: Businesses look at number of roof tops and how much in taxes; it's about money. New smoothie bar opening. Trustee McLaughlin: Officers candidates came in for oral interviews. Will be listing. Trustee Powell: Sent our project lists to directors and is starting to get lists back; would like us to start a Village deck on why we would want businesses to come here with demographics; would like to discuss adding sidewalks in the Village. Trustee Ziegler: Barbara Petersen donated a tree at Converse Park; would like to know if it can be lit up at Christmas; Parks Advisory Committee: Have enough to fill it but would like to keep it out there for another week. Fall Market on Sunday, October 25, from 10:00 – 4:00. George Muligano: Updated website contact page to include Public Works option; will add Creative Playtime as well; worked on a project with Lisa Knebl for interview room with feedback (Chief Palmer: It's a recent thing.) Replaced wiring in ceilings but it is still a problem; have talked about replacing video replacement. Have had proposals; we need to replace system with modern digital system. It will be a large cost. Time and attendance: Scanners do collect information but do not transfer it to the database. Pilot revealed this failure; is addressing it with manufacturer; it's outside of warranty. Designer is no longer with the company; waiting for call from supervisor.
- 16. Public Comment** none
- 17. Motion to go into Executive Session for the purpose of discussing employment, compensation and performance of specific employees 5 ILCS 120/2(c)(1); pending litigation 5 ILCS 120/2(c)(11) and to adjourn the meeting with no action taken immediately after completion of Executive Session.**  
None.
- 18. Adjournment**  
Motion to adjourn by Trustee Cermak, Second by Trustee Powell  
All were in favor. Motion carried at 9:45 p.m.

Submitted by Georgine Cooper