

Village of Round Lake Park
Board Meeting Minutes
May 19, 2009
7:00 pm

Mayor McCue called the board meeting to order at 7:04pm with the Pledge of Allegiance. On roll call by the Clerk the following members were:

Present: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Absent: None

Motion Declared Carried

Also Present: George Filenko, George Johnson, Bill Rundall, Calene Zabinski, Alyssa Watts, Round Lake Area Queen

Special Presentation: Alyssa thanked the board for their support to the Round Lake Area Pageant and invited everyone to attend on June 19th at the Round Lake Beach Civic Center.

Approve Consent Agenda

1. Motion by Trustee Seminary, seconded by Trustee Kenyon to approve the Consent Agenda with the exception of item f. and g. and both items should be placed under Old Business:
 - A. Approve Payroll for weeks ending 05/09/09 and 05/16/09 in an amount not to exceed \$120,000.
 - B. Approval for Board Meeting Minutes for the week of 04/21/09.
 - C. Approval for Board Meeting Minutes for the week of 05/05/09.
 - D. Approval for Committee meeting Minutes for the week of 05/12/09.
 - E. Approval for the Water Adjustment Report for the period of April 1, through April 30, 2009 with an Increase of \$125.49, and a Decrease of \$1,092.59.

Ayes: Cerretti, Graham, Williams, Kenyon, and Seminary

Abstain: Schnur

Nays: - None

Motion Declared Carried

Public Discussion – None

Reports and other Communications

Village President

- Mayor McCue reported she was contacted by Carole Shook for the village to provide a representative to be a part of the B.E.S.T. Group. It was suggested to place under Old Business for further discussion.
- Park District Intergovernmental Agreement has been signed
- Briefly discussed Sandy Kohl's emergency project.

Attorney – No Report

Village Clerk – No Report

Police Chief – George Filenko

- Briefly discussed a memorandum of agreement between the Grayslake Police Department and the Village of Round Lake Park: A detailed written approval for the officers for things they are allowed to do.
- Officer Richard Burke received his Madd Certificate due to his arrest records for DUI's.
- Resource Office at Mano a Mano is picking up. As the word gets out, more people will come in.
- Jeff Pritchett has asked the police department to partner with Murphy School to improve communication between the parents and students.
- Chief Larson-Round Lake Beach holding their own Shop with a Cop Program this year. Chief Filenko stated RLP has secured Regal Theater and Wall Mart.

Public Works- George Johnson

- George reported briefly on the sanitary joint block agreement, the usage for joint agreements, and how to space it out on an 8 year program.

Treasurer – Calene Zabinski

Payroll

- Calene reported several deductions that were set up needed some modifications. Payroll deductions were modified. Once the problems were identified she began immediately researching the solution to the problem. The village will be able to submit corrected tax forms. We will only be able to go back three years. The village will be able to recoup approximately \$150,000. A similar amount will be distributed to the police officer's based on withholdings. The village will have to evaluate the ability to utilize these funds in accordance with state statute.

Budget

- First change is to get the budget documents prepared and submitted to the board for approval. Due to the high priority of payroll, the budget has been delayed. The schedule should be complete by Friday and forwarded to the department heads to begin the budget process.

Audit

- Proposals have gone out to auditing firms and responses are due back by May 29th, 2009. Recommendation for the board should be submitted by June 15th

Staffing

- Currently, the staffing is working, so that I am able to work in the village two days a week with temporary staff working on the days I am not here. We will be evaluating the controls over the processing of expenditures, the cash receipt process in the village and payroll supporting documentation. The audit should be complete by early October.

Approval to Transfer Funds

2. Motion by Trustee Schnur, seconded by Trustee Kenyon to approve the transfer funds from the general funds to the police pension fund.

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None
Motion Declared Carried

Building Inspector

- Bill reported he inspected the apartment for people above the laundry mat. It is fully furnished and has one person living there. He set a time frame to move out and one citation.
- There was a discussion on the property owner applying for a conditional use variance. Trustee Schnur brought up the original plans never included an apartment. It was to be used for storing furniture and it was never intended to be used as an apartment. Attorney Karlovics stated if the owner applies for a special use variance and pays all fees then we have to approve the request. Trustee Kenyon stated the fire department never received plans that included people living upstairs. No permits were ever requested.
- Roller Rink parking lot is still in bad condition, no lines, no handicap parking signs, and cars are still parking there.
- There is a situation at 410 Clifton; the water was turned off in February. The house was supposed to be in foreclosure. Tenants have been moved in and the water is on. No occupancy permits have been issued. The tenant paid several months rent and now they are without water. The landlord of the property owes the village over \$600.00. Chief Filenko stated they are looking into this case and would like the water turned back on until they can complete their investigation. Bill stated the tenants will pay the \$100.00 deposit and for their future water usage.

Approve Restoring Water

3. Motion by Trustee Schnur, seconded by Trustee Seminary to direct public works to restore water at 410 Clifton.

All those in favor – Ayes

All those opposed - None

Motion Declared Carried

Trustee Schnur stated he felt property owners should have to pay \$1,000 deposit in order to establish a water account. Attorney Karlovics informed the board that the law states the deposit has to be reasonable. Trustee Schnur asked about a penalty for turning the water on.

Mayor McCue stated that the landlords are still paying their \$100.00 deposit for cleaning and repairs. It was suggested that no water be turned on until all repairs are completed. Mayor McCue stated two weeks was a reasonable time frame and the \$100.00 more than covered the water usage.

Trustee Kenyon briefly discussed the 2008 property tax bill and the expired bonds. Any reduction of the Village of Round Lake Park taxes on current property tax bills is not a result of the expired bonds; a decrease as a result of the expired bonds would not occur until next years' billing period.

Board Members

Trustee Schnur – No Report

Trustee Seminary suggested creating a form and a policy to extend a payment plan. The Mayor should approve the payment plans. Mayor McCue stated that she felt the Collector should authorize the plans.

Trustee Kenyon asked the status of the IDOT Grant has been located

Trustee Williams read the actual for the week of 05/02/09 in the amount of \$38,265.26, for the week of 05/09/09 in the amount of \$26,100.94

Trustee Graham – No Report

Trustee Cerretti

- Lakes Management lake front clean-up on Saturday had nine volunteers. Pizza Place donated pizzas for lunch. Some of the items collected were tree branches, building materials, etc.
- Personal thank you to Chief Filenko for his tour and orientation at the police department.

Old Business

Approve the Accounts Payable

4. Motion by Trustee Williams, seconded by Trustee Seminary to approve the Accounts Payable Report for the week of 05/05/09 in the amount of \$563.67, for the week of 05/12/09 in the amount of \$4,025.45 for a total of \$4,589.12.

Ayes: Cerretti, Graham, Williams, Kenyon, and Seminary

Nays: None

Abstain: Schnur

Motion Declared Carried

Approval to Lease the Crown Victoria

5. Motion by Trustee Seminary, seconded by Trustee Graham for the approval to lease the Crown Victoria in an amount NTE \$30,369.50 payable in three installments of \$10,805.62. The first installment will be payable from seized vehicle funds.

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None

Motion Declared Carried

Reverse 911-CTY

- Chief Filenko reviewed the reverse 911 system. Basically, it is a mass calling for all sorts of things, missing children/adults, water boiling, etc. Chief Filenko stated the cost is approximately \$6,015.00. He suggested having a representative come out and do a presentation for the board.

- Risk Management tabled
- Memorial Parade revisited. Mayor McCue suggested meeting at the police department at 9:00 am. The parade starts at 10:00am.
- Kelper's Tap property is still in disarray. The owner would welcome the village to condemning the property. Attorney Karlovics recommended not to condemn the property but to continue with enforcement.
- Reviewed the Lakes Management Annual dues. After a discussion, it was suggested to review the Intergovernmental Agreement for further consideration. Mayor requested that the Lakes Management annual dues be placed under Old Business at the next Committee Meeting.

Approval to Award the Bid Contract to Insituform Corp

6. Motion by Trustee Seminary, seconded by Trustee Cerretti to award the contract to CDBG Funding for the Sanitary Sewer Lining Project to Insituform Technologies Corp. for their bid of \$79,414.00.

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None

Motion Declared Carried

Approval to Award the Bid to Payne & Dolan Inc.

7. Motion by Trustee Seminary, seconded by Trustee Schnur to approve the bid from Payne & Dolan Inc in the amount of \$107,558.75.

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None

Motion Declared Carried

Trustee Seminary asked if business licenses can be issued to business owners who have citations, or could a business license be pulled? There was a brief discussion on this topic and it was stated it was possible depending on the situation.

Approve Business Licenses

8. Motion by Trustee Seminary, seconded by Trustee Schnur to approve the business licenses as presented.

All those in favor – Ayes

All those opposed – None

Motion Declared Carried

Trustee Graham reported she has some additional quotes for the publishing of the Water Quality Report. One from the Daily Herald \$625, and the New Sun \$813.06.

Approve the Publishing of the Water Quality Report

9. Motion by Trustee Graham, seconded by Trustee Kenyon to approve the publishing of the Water Quality Report in the Daily Herald in an amount not to exceed \$625.00.

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None

Motion Declared

Approval for SWALCO Resolution

10. Motion by Trustee Schnur, seconded by Trustee Graham to place on the Consent Agenda the approval of the appointment Bob Cerretti and the board of trustees as SWALCO Delegates.

All those in favor – Ayes

All those opposed – None

Motion Declared Carried

Parking Lot

- Trustee Schnur stated he noticed the parking lot is being used by the public. He suggested keeping the chain up on one side during business hours. When the village is closed, both chains should be put in place.
- Park the village vehicles in the old parking lot and tow unauthorized vehicles.

New Business

- Review for consideration to approve the Employment Agreement for the position of Chief of Police between George Filenko and the Village of Round Lake Park.

Executive Session

11. Motion by Trustee Schnur, seconded by Trustee Cerretti to go into Executive Session for the purpose of discussing personal issues.

All those in favor – Ayes

All those opposed – None

Motion Declared Carried

Reconvened

Mayor McCue reconvened the board meeting at 10:23 pm on roll call by the Clerk. The following members were:

Present: Cerretti, Graham, Williams, Kenyon, Seminary, Schnur

Absent: None

Quorum

There was some additional lengthy discussion regarding the police chief’s salary. Some of the questions raised were looking into the surrounding salaries and raises for other police chiefs.

Approval to Accept the Employment Agreement

1. Motion by Trustee Schnur, seconded by Trustee Kenyon to “A Resolution Approving the Employment Agreement For the Position of Chief of Police of the Round Lake Park “ , Resolution No. 09-07m with an amendment to the Employment Agreement deleting paragraph 2 Section V entitled “Compensation.”

Ayes: Cerretti, Graham, Williams, Kenyon, Seminary, and Schnur

Nays: None

Motion Declared Carried

Approval to Conduct Review of Percentages within 60 Days

2. Motion by Trustee Seminary, seconded by Trustee Graham to conduct review salary percentages within 60 days for a decision.

Ayes: Graham, Williams, Seminary, and Mayor McCue

Nays: Cerretti, Kenyon, and Schnur

Motion Declared Carried

Reminder Corridor Planning at Round Lake Public Works at 7:00pm.

Adjourn

3. Motion by Trustee Schnur, seconded by Trustee Kenyon to adjourn the board meeting at 10:40pm

All those in favor – Ayes

All those opposed – None

Motion Declared Carried

Respectfully Submitted

Linda M. Lucassen

Clerk, RMC, CMC