

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE PRESIDENT AND BOARD OF TRUSTEES  
HELD ON THURSDAY, AUGUST 16, 2018**

**CALL TO ORDER:**

President Roth called the meeting to order at 7:12 pm.

**ROLL CALL:**

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

**PLEDGE OF ALLEGIANCE:**

**VILLAGE MANAGER’S REPORT:**

Village Manager Sharon Caddigan stated that parking ticket payments will soon be possible through the Customer Self Service portal of the website with implementation of a new Munis module.

Ms. Caddigan also noted the start of the school year, with new School Resource Officers at Tefft Middle School and Streamwood High School.

**PRESIDENT’S REPORT:**

- P-001      Police Department Promotions  
                 Sergeants Matthew J. McLean and Henry J. Bradtke
  
- P-002      Streamwood Junior All-Star Little League Team Recognition

**RECESS:**

Trustee Baumer moved for a short recess for photos and refreshments. Trustee Carlson seconded the motion. A voice vote approved the motion. The Village Board recessed at 7:30 p.m.

**RECONVENE MEETING:**

The Village Board reconvened at 7:58 p.m.

**ROLL CALL:**

Trustee William Harper	Present	Trustee Mary Thon	Present
Trustee Larry Schmidt	Present	Trustee William Carlson	Present
Trustee Michael Baumer	Present	Trustee James Cecille	Present
President Billie D. Roth	Present		

All those answering “present” were physically present at the meeting.

**APPROVAL OF AGENDA:**

Request the Board approve the August 16, 2018 Agenda as presented. Trustee Carlson moved for approval. Trustee Cecille seconded the motion. A voice vote approved the Agenda as presented.

**APPROVAL OF THE MINUTES:**

Request the Board approve the Minutes of the Regular Board Meeting of August 2, 2018 as presented. Trustee Harper moved for approval. Trustee Carlson seconded the motion. A voice vote approved the Minutes as presented.

**LEGISLATIVE – Trustee Thon/Trustee Cecille**

A-18-081 Resolution – Amendment to Travel Expenses and Reimbursement Policy

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AMENDMENTS TO THE VILLAGE OF STREAMWOOD TRAVEL EXPENSE AND REIMBURSEMENT POLICY FOR VILLAGE OFFICIALS AND EMPLOYEES OF THE VILLAGE OF STREAMWOOD, COOK COUNTY, ILLINOIS.” This Resolution amends the Village’s existing Travel Expense and Reimbursement Policy to ensure consistency with the Village’s updated Purchasing Policy.

Trustee Thon presented the Resolution and moved for approval. Trustee Schmidt seconded the motion. Finance Director Josh Peacock stated the Village last updated this policy in 1998. This amendment updates the language to reflect current circumstances and ensures compliance with the Village’s updated purchasing policy. There is no change in the per diem of \$50 per day. Trustee Cecille confirmed the per diem is for meals and incidentals, etc. and that there is no adjustment for specific cities. ROLL CALL:

Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye

Motion carried.

RESOLUTION 2018-34

**PUBLIC SAFETY - Trustee Carlson/Trustee Harper**

**A-18-082 Resolution – Approval of Ambulance Billing Services Agreement**

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN AMBULANCE BILLING SERVICES AGREEMENT WITH ANDRES MEDICAL BILLING, LTD.” This Resolution approves an agreement for ambulance billing services with Andres Medical Billing, Ltd., 3343 North Ridge Avenue, Arlington Heights, Illinois. The annual cost is five percent of net collections and is estimated to be \$35,000.00, based on projected ambulance billing net proceeds.

Trustee Carlson presented the Resolution and moved for approval. Trustee Cecille seconded the motion. Fire Chief Chris Clark stated Andres Medical Billing has handled all ambulance billing since 2012 and their services have been excellent. They have agreed to extend the current pricing for an additional year, with an option to renew for two additional years. Trustee Cecille confirmed the resident/non-resident billing and collection is not changing. ROLL CALL:

Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye

Motion carried.

RESOLUTION 2018-35

**COMMUNITY DEVELOPMENT – Trustee Harper/Trustee Carlson**

**A-18-083 Motion – Waiver of Locational Restrictions / 7 W Streamwood Blvd / Chicago Loop**

Request the Board approve a Motion to renew the Waiver of Locational Restrictions to permit live entertainment at an existing restaurant bar with the service of alcoholic beverages for The Chicago Loop, 7 W. Streamwood Blvd.

This Motion renews the Waiver of Locational Restrictions for live entertainment for The Chicago Loop, 7 W. Streamwood Blvd. The Chicago Loop was originally granted a waiver of locational restrictions in 2001, but it must be renewed every year.

Trustee Harper presented the Motion and moved for approval. Trustee Baumer seconded the motion. Community Development Director John Peterson stated this is an annual renewal for live entertainment at The Chicago Loop. The documents submitted are in compliance and the police department reports show no concerns at the establishment. Mike Manzuk, owner of The Chicago Loop, was present for questions. ROLL CALL:

Trustee Schmidt	Aye	Trustee Carlson	Aye
Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye

Motion carried.

**PUBLIC WORKS - Trustee Schmidt/Trustee Baumer**

A-18-084 Resolution – Approval of Bid and Contract / Sewer Pipe Lining

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO A CERTAIN CONTRACT WITH HOERR CONSTRUCTION, INC.” This Resolution approves the low bid and authorizes the Village to enter into a unit price contract with Hoerr Construction, Inc., 1416 County Rd. 200N, Goodfield, Illinois for sewer pipe lining at an estimated cost of \$860,539.00.

Trustee Schmidt presented the Resolution and moved for approval. Trustee Carlson seconded the motion. Public Works Director Matt Mann stated this contract is for almost 15,000 feet of storm and sanitary sewer lining for large pipes (8 inch through 48 inch) in deep or congested areas, or under pavement. Five bids were received, with Hoerr Construction being the low qualified bid. Hoerr has worked in Streamwood in the past with excellent results. Trustee Harper asked about the life of the lining. Mr. Mann stated it is approximately 50 years. Trustee Cecille asked about a warranty of the work. Mr. Mann stated it is a one year warranty, and the sewer is televised after completion of the work. Trustee Baumer noted the engineer’s estimate was lower than the lowest bid amount. Mr. Mann stated this was challenging to estimate due to the length and sizes involved as some of the pipes are quite large.  
ROLL CALL:

Trustee Carlson	Aye	Trustee Baumer	Aye
Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye

Motion carried.

RESOLUTION 2018-36

**FINANCE - Trustee Baumer/Trustee Schmidt**

**A-18-085 Motion – Approval of Semi-Monthly Expenditures**

Request the Board approve the semi-monthly expenditures in the amount of \$1,365,732.05 which represents the total of the schedule of bills dated August 16, 2018.

General Fund	\$ 455,946.66
Wetland Special Service Areas	32,945.68
Debt Service Fund	475.00
Capital Replacement Fund	261.79
Street Improvement Fund	296,072.48
Equipment Replacement Fund	388.91
Facilities Replacement Fund	11,402.96
Water and Sewer Fund	544,395.69
Golf Fund	16,739.53
Firefighters Pension Fund	<u>7,103.35</u>
Total	<u>\$ 1,365,732.05</u>

Trustee Baumer moved for approval of the semi-monthly expenditures as presented. Trustee Carlson seconded the motion. ROLL CALL:

Trustee Baumer	Aye	Trustee Cecille	Aye
Trustee Harper	Aye	Trustee Thon	Aye
Trustee Schmidt	Aye	Trustee Carlson	Aye

Motion carried.

**COMMUNITY AFFAIRS - Trustee Cecille/Trustee Thon**

**A-18-086 Resolution – Professional Services Agreement – Laserfiche Software**

Request the Board approve a Resolution entitled “A RESOLUTION APPROVING AND AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE ON BEHALF OF THE VILLAGE AND AUTHORIZING THE VILLAGE CLERK TO ATTEST TO A CERTAIN PROFESSIONAL SERVICES AGREEMENT WITH TKB ASSOCIATES, INC. FOR THE IMPLEMENTATION AND CONFIGURATION OF LASERFICHE SOFTWARE FOR THE VILLAGE’S DOCUMENT REPOSITORY SYSTEM.” This Resolution approves the execution of a Professional Services Agreement between the Village of Streamwood and TKB Associates, Inc. for the implementation and configuration of Laserfiche software for the Village’s document repository system at a cost not to exceed \$42,535.00.

Trustee Cecille presented the Resolution and moved for approval. Trustee Carlson seconded the motion. IT Director Victor Ambroziak stated a long term goal has been implementing a document imaging program for past, current and future documents,

maintenance and storage. The Tyler/Munis software is used for the financial documents, but does not work well for the historical records and other documents such as ordinances, minutes and building/home files. Laserfiche is specifically designed for document imaging and management and has a robust workflow function. It integrates with the Munis software as well. Laserfiche is prominent in local government and their produce meets all archival state document management requirements. TKB is the sole source provider for Laserfiche in Illinois with more than 100 local government clients.

Trustee Harper confirmed the software will handle large format needs (plats, etc.) at a good quality resolution. Trustee Cecille confirmed the pricing includes training. Mr. Ambroziak noted there are two types of users—full users and “view only” users and that all training is included. Trustee Harper asked about using an outside source for scanning. Mr. Ambroziak stated there are services, but it would require major preparation; he suggested using available interns for historical scanning. Trustee Baumer asked about need for additional server capacity. Mr. Ambroziak stated when the ERP project was initiated, document imaging was part of the overall plan and we have sufficient capacity. Village Manager Caddigan also noted that all departments have been working with the Illinois state archivist to update their document retention lists. ROLL CALL:

Trustee Cecille	Aye	Trustee Harper	Aye
Trustee Thon	Aye	Trustee Schmidt	Aye
Trustee Carlson	Aye	Trustee Baumer	Aye

Motion carried.

RESOLUTION 2018-37

**PUBLIC COMMENTS:**

**ADJOURNMENT:**

Trustee Cecille moved to adjourn. Trustee Harper seconded the motion. A voice vote approved the adjournment. The Village Board adjourned their meeting at 8:27 p.m.

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Billie D. Roth  
Village President

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Kittie L. Kopitke  
Village Clerk

Approved this 6th day of September 2018