

**Village of Round Lake Beach  
Finance Standing Committee Minutes  
Monday May 10, 2021– 6:00 p.m.  
Village Hall  
1937 North Municipal Way  
Round Lake Beach, IL 60073**

1. **Committee Members:** Chairperson Trustee Cleveland, Trustee Stout, Trustee Davis and Acting Mayor Nickles
  
2. **Call to Order:** 6:00 p.m., by Chairperson Trustee Cleveland  
  
 Members Present: Chairperson Trustee Cleveland, Trustee Davis, and Acting Mayor Nickles
  
3. **Members Absent:** NONE  
  
 Others in Attendance: Trustee Valadez; Trustee Husk; Trustee Ibarra; Village Interim Administrator Balling; Public Works Director Hilts; Interim Finance Director Howard; Economic Development Director Heinen; Staff Planner Kate Portillo; Chief of Police Rivera
  
4. **Approval of Agenda** A motion was made by Trustee Stout and seconded by Trustee Davis to approve the agenda. All ayes, motion carried.
  
5. **Approval of Minutes** A motion was made by Trustee Stout and seconded by Trustee Davis to approve the minutes with no corrections for the April 12, 2021 Finance Committee Meeting. All ayes, motion carried.
  
6. **Treasurer’s Report**
  - A. Interim Finance Director Howard reviewed the Treasurer’s Report for April 2021.  
  
 No action was taken, informational purposes only.
  
7. **Scheduled Business**
  - A. **Financial Services Proposal**  
 Interim Finance Director Balling advised the Board for a need for additional Finance Department support during a transitional personnel period. Staff request contracting Lauterbach & Amen, LLP.  
  
 A motion was made by Trustee Stout and seconded by Trustee Davis to table contracting Lauterbach & Amen, LLP for the next month finance committee meeting. All ayes, motion carried.

**B. Software Service License Agreement Amendment**

Interim Finance Director Howard approached the Village regarding a new software licensing agreement with Municipal Systems LLC, a DACRA Tech LLC subsidiary. The monthly fees will increase from by \$375 in year one of the agreement (current rate \$725 to \$1,100) for software licensing and by \$775 in year two of the agreement with automatically renewing annually by 4.5% after year two and for each subsequent year.

A motion was made by Trustee Davis and seconded by Trustee Stout to enter into agreement with Municipal Systems LLC to move to the Board meeting May 17, 2021. All ayes, motion carried.

**C. CLCJAWA, SWALCO & NWFPA Appointments**

Public Works Director Hilts spoke about the reappointments for CLCJAWA and SWALCO and NWFPA. The reappointment of Mayor Scott Nickles as Director and the appointment of Paul Stout as Alternate Director to the Joint Action Water Agency and reappointments of Mayor Scott Nickles as Director and Public Works Director as Alternate Director to the Solid Waste Agency of Lake County. Mayor Scott Nickles is designated as the Village's primary representative and Public Works Director Scott Hilts shall serve in the Mayor's absence at regular and special meetings with full voting power.

A motion was made by Trustee Stout and seconded by Trustee Davis to approve appointments at next Council meeting. All ayes, motion carried.

**D. Waste Management**

Public Works Director Hilts advised the Board that Waste Management has 414 stop serves and about 165 properties with no accounts. Public Works Director said that the Village agrees to assist with WM in any means permissible to ensure the collection of all funds due for services performed.

No action was taken, informational purposes only.

**E. Cooperative Bids – Maintenance Program**

Public Works Director Hilts explained to the Board how each year the Village performs maintenance programs to prolong the life of Village infrastructures. The Village participated in joint bids with Lake County Municipal League and the MPI Group. The following companies will be performing in the Village.

Staff recommends awarding the bid to Patriot Pavement Maintenance, Inc. for a not-to-exceed contract amount of \$10,000 for the 2021 Crack Sealing Program.

Motion was made by Trustee Davis and seconded by Trustee Stout to award the bid to Patriot Pavement Maintenance, Inc. on the May 17, 2021 Board meeting. All ayes, motion carried

Staff recommends awarding the bid to Precision Pavement Markings, Inc. for a not-to-exceed contract amount of \$20,000 for the 2021 Pavement Marking Program.

Motion was made by Trustee Stout and seconded by Trustee Davis to award the bid to Precision Pavement Markings, Inc. on the May 17, 2021 Board meeting. All ayes, motion carried.

Staff recommends awarding the bid to Schroeder Asphalt Services for a not-to-exceed contract of \$65,000 for the 2021 Pavement Patching Program.

Motion was made by Trustee Davis and seconded by Trustee Stout to award the bid to Schroeder Asphalt Services at the May 12, 2021 Board meeting. All ayes, motion carried.

**F. Lake Front Beach 2021 Season**

Public Works Director Hilts ask staff to move forward on opening the Lake Front for the 2021 season.

No action was taken, informational purposes only.

**G. FYE 2022 Capital Improvement Programs.**

Public Works Director Hilts spoke about the Bid Packages 1 & 2

Gewalt Hamilton Associates and staff recommends that the Board authorize a contract award to Peter Baker & Son Co. in the amount of \$757,137.95 for **FYE 2021 Streets Program – Bid Package #1**

Gewalt Hamilton Associates and staff recommends that the Board authorize a contract award to Berger Excavating Contractors in the amount of \$747,921.13 for **FYE 2021 Streets Program – Bid Package #2**

Motion was made by Trustee Stout and seconded by Trustee Davis to award the bid to Peter Baker & Son Co. at the May 17, 2021 Board meeting. All ayes, motion carried.

Motion was made by Trustee Davis and seconded by Trustee Stout to award the bid to Berger Excavating Contractors at the May 17, 2021 Board meeting. All ayes, motion carried.

**8. Other Business**

**9. Public Participation – None**

**a. Executive Session**

**b. Adjournment**

Trustee Stout made a motion and seconded by Trustee Davis to adjourn the meeting at 6:45 p.m. All ayes, motion carried.

Minutes approved by the Finance Committee on June 14, 2021.

- With No Corrections   X
- With Corrections         
(See minutes of meeting for corrections)

*Minutes Respectfully Prepared by Denise Schotanus*