

Posted: 2/8/2017

REGULAR CITY COUNCIL MEETING

February 13, 2017, 7:00 P.M.

Marengo City Hall, 132 East Prairie Street

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Participation** (Interested parties are invited to speak for two minutes on any item listed on the agenda. Any person wishing to address the City Council must approach the podium, be recognized by the Mayor, and provide their name for the record.)
5. **Approval of Minutes:** January 23, 2017 Regular Meeting Minutes
6. **Approval of the List of Bills**
7. **Consent Agenda**
 - a. Approval of 5K Color Run Request - Marengo Community Middle School & High School Booster Clubs
 - b. Approval of an Ordinance Authorizing the Sale or Disposal of Surplus Property
 - c. Approval of an Agreement with George Roach & Associates for FY 16/17 Audit Services
8. **New Business**
 - a. Approval and Adoption of Ordinance Authorizing Mayor and Clerk to Execute Amendment to Agreement with MDC Environmental for Residential, Refuse, Recycling & Yard Waste Collection
 - b. Presentation and Request for Direction on Marengo Gaming Café Liquor License – 20001 Telegraph Street
 - c. Request for Direction and Authorization to Proceed with Hiring of One Full Time Police Officer
 - d. Discussion and Request for Direction Regarding Amendment to Management Pay Plan Pertaining to Starting Salary for Police Sergeant Position
9. **Mayor's Statements and Reports**
10. **Department Head and Staff Reports**
11. **Reports and Statements from City Council**
12. **Executive Session**
 - a. Executive Session Pursuant to Section 2(c)(1) regarding Personnel (5 ILCS 120/2(c) (1))
13. **Adjournment**

**Marengo City Council
Regular Meeting Minutes
City Council Chambers
132 E. Prairie Street
Marengo, IL 60152
January 23, 2017**

CALL TO ORDER

City Clerk Connie Boxleitner called the meeting to order at 7:00, in the absence of Mayor Donald B. Lockhart.

PLEDGE OF ALLEGIANCE

Clerk Boxleitner led everyone in the Pledge of Allegiance.

ROLL CALL

Present this evening are Aldermen Matt Keenum, Mike Miller, Michael Smith, Nicole DeBoer, Dennis Hammortree, Brett Martin, Todd Hall and Steve Mortensen. Also present are City Administrator Gary Boden, Assistant City Administrator Joshua Blakemore, Chief of Police Rich Solarz, Public Works Director Howard Moser, City Attorney Carlos Arevalo, City Engineer Tim Hartnett and Finance Director Jennifer Snelten. Mayor Donald Lockhart was absent.

SELECTION OF MAYOR PRO TEM

Alderman Nicole DeBoer made a motion, seconded by Alderman Matt Keenum, to appoint Alderman Todd Hall as Mayor Pro Tem. The aldermen voted as follows:

Ayes: Keenum, Mortensen, DeBoer, Miller, Hall, Smith, Hammortree and Martin
Nays: 0
Abstain: 0
The motion passed.

Mayor Pro Tem Hall advised the Council that item 7E (Action on Execution of Agreement with HR Green for work Regarding I-90 Interchange) was pulled from this evenings agenda.

PUBLIC PARTICIPATION

None

APPROVAL OF MINUTES

Alderman Nicole DeBoer made a motion, seconded by Alderman Michael Smith, to approve the minutes from the January 9, 2017 Regular Meeting. The aldermen voted as follows:

Ayes: Smith, Keenum, Mortensen, DeBoer, Miller, Martin, Hall and Hammortree
Nays: 0
Abstain: 0
The motion passed.

APPROVAL OF LIST OF BILLS

Alderman Hammortree questioned an invoice received from the attorney's office for legal services / 300 West/Arnold / No Deposit on File. Attorney Arevalo explained that the invoice is for various conversations/discussions involving the annexation agreement.

Alderman Nicole DeBoer made a motion, seconded by Alderman Steve Mortensen, to approve the List of Bills. The aldermen voted as follows:

Ayes: Martin, Hall, Keenum, Mortensen, Miller, DeBoer and Smith
Nays: Hammortree
Abstain: 0
The motion passed.

NEW BUSINESS

a. Approval of Sending Invoices to the IEPA for Loan Disbursement and Authorize Payment Upon Receipt of Said Disbursement for the Wastewater Treatment Plant Project

Administrator Boden explained that these invoices were for work that was done following the frozen line problem. Alderman Hammortree questioned why this work wasn't done at the time of the original construction, and Administrator Boden explained that it should have been done at that time, but wasn't. City Engineer Tim Hartnett explained that H. R. Green has taken responsibility for this error, and has deducted from their invoice to the City the amount of \$12,000 to compensate for this.

There was discussion on the status of the work being done on the Solonyzer. Engineer Hartnett explained for everyone what this device does, what the problem is, and what is happening with working with the supplier on getting the problems solved. He advised that they are in contact with both Williams Brothers and Public Works Director Moser on what is happening with the device, and the supplier.

Alderman Nicole DeBoer made a motion, seconded by Alderman Steve Mortensen, to approve sending the invoices to the IEPA for Loan Disbursement and to authorize payment upon receipt of said disbursement for the Wastewater Treatment Plant Project. The aldermen voted as follows:

Ayes: Smith, Keenum, Martin, Mortensen, DeBoer, Hall and Miller
Nays: Hammortree
Abstain: 0
The motion passed.

b. Action on an Ordinance Adopting the Local Government Travel Expense Control Act Regarding Travel, Meal and Lodging Expenses

Finance Director Snelten advised that this was put forward from IML mandating that municipalities adopt an ordinance on this matter. The City has this previously written in the employee handbook.

Alderman Nicole DeBoer made a motion, seconded by Alderman Mike Miller, to approve an ordinance adopting the Local Government Travel Expense Control Act regarding Travel, Meal and Lodging Expenses. The aldermen voted as follows:

Ayes: Hall, DeBoer, Mortensen, Smith, Hammortree, Martin, Keenum and Miller
Nays: 0
Abstain: 0
The motion passed.

c. Discussion Regarding a Proposal to Amend the Pleasant Grove Lakes (now known as Marengo Lakes) Annexation Agreement

Jack Pease and Phil Brown (with Super Aggregates) spoke to the Council on their plans to enlarge the original area approved by the City, and to eliminate the original approved request to use Pleasant Grove Road as an access point for trucks. The name of the project has been changed from Pleasant Grove Lakes to Marengo Lakes LLC. The original 256 acres will remain the same, but an additional 255 acres

(currently known as VCNA Prairie) will be added. Mr. Pease is forming a 50/50 partnership with Dan & Ray Plote for the complete project. They are scheduled to go before the PZC on the 21st of February, and if approved will then come before the Council at the last meeting in February. Mr. Pease provided a sheet showing revenue projections from this venture.

d. Discussion and Request for Direction on Potential Downtown and Eastern Corridor TIF Projects
Assistant City Administrator Blakemore reviewed the TIF information with the Council. The Downtown TIF currently has \$13,755. Staff has suggested using \$13,000 for sidewalk improvements. The Public Works Director is assessing the sidewalks to determine what areas are in the most need of repair/replacement. The Eastern Corridor TIF has \$45,410, most of which has been received this fiscal year. There are various options available, one of which is adding sidewalks along Route 20. Another option would be some additional storm water management along parts of Route 20, where flooding occurs. Staff will be reviewing the options available and will bring their recommendations to the Council for consideration. It was noted that at the time the TIF's were established, costs to do them was taken from the General Fund. If the City chooses, those costs can be reimbursed from each TIF fund to the General Fund. Staff does not recommend doing that at this time, but to wait until projects are selected for each district, and what the fund balance would be once the projects are completed. The Council agreed with the recommendation of staff.

DEPARTMENT HEAD AND STAFF REPORTS

Assistant City Administrator Joshua Blakemore reported that interviews were conducted today for the part-time position at Public Works. The interviews went well, and the hope is to have a decision by the end of the week, with the person starting on Monday. The Gaming Café (out by Rosati's) has been in contact with the City on that project, as they are hoping to move forward with that project soon. The original person that approached the Council is no longer involved, and the new owner(s) has been advised that they would need to come to approach the Council with projected plans. They are planning to attend the first meeting in February to present their plans to the Council for approval.

Finance Director Jennifer Snelten had provided the Council with the month end Treasurer's Report and Budget Trend. There were no questions from the Council.

Public Works Director Howard Moser was happy to report that there were no main breaks. Stump removal is underway with 23 removed last week. There were about 100 left to do. A new storm sewer structure project will start tomorrow on East Grant Highway, with a anticipated 1-2 hour lane closure (Eastbound) while the project is underway.

Interim Chief of Police Rich Solarz reported that the officers have all started the mandatory training, with having completed the November and December classes. After they have completed the January training, they will be required to do one class a month. There have been problems with vehicles at the Middle School – with parents waiting for students at the end of the school day. Cars were parking on Prospect Street which causes problems with the intersection of 20 and Prospect Street, as they were backed up almost to the traffic light on Route 20. Officers have gone car to car, explaining that this is not allowed. The City has put up “No Parking at any time” signs to try and alleviate the problem.

City Engineer Tim Hartnett had provided a written report for the Council, and had nothing further to add to that document.

City Administrator Gary Boden referred to the item that was pulled from the agenda. The reason for the removal had to do with coding.

City Attorney Carlos Arevalo had no report.

REPORTS AND STATEMENTS FROM CITY COUNCIL

None

ADJOURNMENT

Alderman Nicole DeBoer made a motion, seconded by Alderman Michael Smith, to adjourn the meeting. The motion passed with a voice vote. The meeting adjourned at 8:05 PM.

Constance J Boxleitner
City Clerk

The City Council approved these minutes on _____.

DRAFT

#6

CITY OF MARENGO

BOARD MEETING: 02/13/17

BILLS PAYABLE REPORT FOR FEBRUARY, 2017

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WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>PAYROLL AND MISCELLANEOUS EXPENDITURES</u>		
BLUE CROSS BLUE SHIELD (228)		\$8,230.18
724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /EMPLOYEE SHARE	01-208-000	8,230.18
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$331.47
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ VOLUNTARY EMPLOYEE SHARE	01-208-002	331.47
METLIFE (1369)		\$682.30
KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ EMPLOYEE SHARE	01-208-000	682.30
VISION SERVICE PLAN OF ILLINOIS (2199)		\$115.16
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ EMPLOYEE SHARE	01-208-000	115.16
TOTAL PAYROLL AND MISCELLANEOUS EXPENDITURES		\$9,359.11
<u>ADMINISTRATION DEPARTMENT EXPENDITURES</u>		
AMSTERDAM PRINTING & LITHO (79)		\$145.00
5548756 MEDICAL INFORMATION FILES	01-51-565.01	145.00
BLUE CROSS BLUE SHIELD (228)		\$4,407.86
724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /CITY SHARE	01-51-403.00	4,407.86
CHARD SNYDER (2908)		\$54.00
706193 207 FSA BENEFIT PLAN RENEWAL/SELF ADMINISTERED PLAN	01-51-403.00	54.00
CHARTER COMMUNICATIONS (380)		\$239.92
824511663007162 ACCT 8245116630071621/2/16-3/15/17 PHONE SERVICE	01-51-523.00	239.92
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$96.25
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-51-403.00	96.25
HINCKLEY SPRINGS (2998)		\$13.41
14457314 012517 WATER DELIVERY	01-51-565.01	13.41
HR GREEN, INC. (1945)		\$163,839.38
1-108935 9/26-12/16/16 ENGINEERING SERVICES/ INTERCHANGE PHASE I & II/REIMBURSEABLE BY MCHENRY COUNTY	01-51-636.01	117,457.53
109351 11/12-12/16/16 ENGINEERING SERVICES/ BROOKSIDE MEADOWS/NO ESCROW DEPOSIT	01-51-636.00	2,337.25
109566 12/17/16-1/13/17 ENGINEERING SERVICES/ BROOKSIDE MEADOWS/NO ESCROW DEPOSIT	01-51-636.00	245.50
2-109559 12/17/16-1/13/17 ENGINEERING SERVICES/ INTERCHANGE PHASE I & II/REIMBURSEABLE BY MCHENRY COUNTY	01-51-636.01	43,799.10
LCR COMPUTER SERVICES, INC. (2696)		\$16.50
7439 WEBSITE DOMAIN RENEWAL/2017	01-51-523.01	16.50
MARENGO GREENHOUSE & FLORIST, INC. (1267)		\$141.00
013117 BEREAVEMENT PLANT/H. DEBOER	01-51-580.04	45.00
013117 BEREAVEMENT PLANT/S. OTIS	01-51-580.04	50.00
013117 PLANT/GRONDFELDT FAMILY	01-51-580.04	46.00
MARENGO INSURANCE AGENCY LLC (1268)		\$100.00
16-170 NOTARY UPDATE/LEYRER	01-51-638.01	100.00
MCHENRY COUNTY COUNCIL OF GOVERNMENTS (1337)		\$50.00
16355 JANUARY 2017 MEMBERSHIP MEETING/BODEN	01-51-480.05	50.00
MCHENRY COUNTY DIV. OF TRANSPORTATION (3019)		\$1,834.75
9-23 JANUARY 2017 LOCAL SHARE/MCRIDE	01-51-588.01	1,834.75
METLIFE (1369)		\$522.55
KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ CITY SHARE	01-51-403.00	522.55

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BILLS PAYABLE REPORT FOR FEBRUARY, 2017

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>ADMINISTRATION DEPARTMENT EXPENDITURES</u>		
OFFICE DEPOT (1575)		\$351.56
895230431001 KLEENEX, STENO PADS, FILE FOLDERS, AND CLEANING SUPPLIES	01-51-565.01	117.80
897993906001 POCKET FOLDERS AND COPY PAPER	01-51-565.01	88.77
897994422001 INK CARTRIDGE	01-51-565.01	144.99
VISION SERVICE PLAN OF ILLINOIS (2199)		\$65.08
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ CITY SHARE	01-51-403.00	65.08
VERIZON WIRELESS (2787)		\$216.88
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	01-51-523.00	216.88
TOTAL ADMINISTRATION DEPARTMENT EXPENDITURES		\$172,094.14
<u>POLICE DEPARTMENT EXPENDITURES</u>		
AT&T (109)		\$257.33
815Z0400047651 1/16-2/15/17 SERVICE/RADIO CIRCUIT FROM PD TO WATER TOWER	01-52-523.00	257.33
BLUE CROSS BLUE SHIELD (228)		\$16,534.04
724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /CITY SHARE	01-52-403.00	16,534.04
CHARD SNYDER (2908)		\$103.50
706193 207 FSA BENEFIT PLAN RENEWAL/SELF ADMINISTERED PLAN	01-52-403.00	103.50
CHARTER COMMUNICATIONS (380)		\$233.36
824511663000123 ACCT 8245116630001230/2/1-2/28/17 INTERNET SERVICE	01-52-512.00	49.98
824511663000123 ACCT 8245116630001230/2/1-2/28/17 PHONE SERVICE	01-52-523.00	183.38
CINTAS CORPORATION #355 (411)		\$77.14
355334350 MATS	01-52-510.00	77.14
CITY OF MCHENRY (415)		\$10,728.37
201701164923 FEBRUARY 2017 DISPATCH SERVICES	01-52-688.00	10,728.37
CONRAD POLYGRAPH, INC (3005)		\$160.00
2364 PRE-EMPLOYMENT POLYGRAPH	01-52-429.05	160.00
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$159.37
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-52-403.00	159.37
MSC - 410526 (579)		\$23.25
1000591683 KLEENEX, HAND SOAP, AND KITCHEN SUPPLIES	01-52-565.02	23.25
HINCKLEY SPRINGS (2998)		\$99.86
14457314 012517 WATER DELIVERY	01-52-565.02	99.86
INTERNATIONAL ASSOC. CHIEFS OF POLICE (1036)		\$150.00
2017 MEMBERSHIP DUES/SOLARZ	01-52-443.00	150.00
KARSTEN'S TIRE & AUTO (1108)		\$935.24
65494 TIRES/M10	01-52-511.00	503.72
65495 TIRES/M5	01-52-511.00	431.52
LINDSAY AUTO PARTS, INC. (1204)		\$250.72
957159 FILTER KIT/M1	01-52-511.00	29.77
957698 BRAKE ROTOR/M9	01-52-511.00	100.74
957706 WHEEL NUTS/M9	01-52-511.00	14.80
958606 HUB ASSEMBLY/M6	01-52-511.00	105.41
METLIFE (1369)		\$1,173.00
KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ CITY SHARE	01-52-403.00	1,173.00

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CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>POLICE DEPARTMENT EXPENDITURES</u>		
OFFICE DEPOT (1575)		\$9.76
895230431001 HANGING FOLDERS	01-52-565.02	9.76
TERMINAL SUPPLY CO. (2069)		\$244.51
79431-00 POWER RELAY/M5	01-52-511.00	74.91
80378-00 CABLE TIES, LOCK NUTS, AND WORKLAMP	01-52-511.00	57.77
80378-01 HEADLIGHTS FOR SQUADS AND WORKLAMP	01-52-511.00	111.83
UNIFORM DEN EAST, INC. (2147)		\$631.00
48350 ARMORED VEST/PHELPS	01-52-469.00	631.00
VISION SERVICE PLAN OF ILLINOIS (2199)		\$177.26
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ CITY SHARE	01-52-403.00	177.26
VERIZON WIRELESS (2787)		\$216.88
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	01-52-523.00	216.88
ZUKOWSKI, ROGERS, FLOOD & MCARDLE (2325)		\$4,412.71
124031 JANUARY 2017 LEGAL SERVICES/TRAFFIC	01-52-637.00	4,412.71
TOTAL POLICE DEPARTMENT EXPENDITURES		\$36,577.30
<u>STREET DEPARTMENT EXPENDITURES</u>		
ACE HARDWARE (CRTS INC.) (14)		\$206.83
18372 MISC. SHOP & CLEANING SUPPLIES/PAST DUE INVOICE	01-53-567.00	206.83
BLUE CROSS BLUE SHIELD (228)		\$6,424.31
724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /CITY SHARE	01-53-403.00	6,424.31
CHARD SNYDER (2908)		\$33.75
706193 207 FSA BENEFIT PLAN RENEWAL/SELF ADMINISTERED PLAN	01-53-403.00	33.75
CHARTER COMMUNICATIONS (380)		\$59.98
824511663000144 ACCT 8245116630001446 2/1-2/28/17 PHONE SERVICE	01-53-523.00	59.98
CINTAS CORPORATION #355 (411)		\$369.44
355334060 UNIFORMS	01-53-469.00	92.36
355337026 UNIFORMS	01-53-469.00	92.36
355339976 UNIFORMS	01-53-469.00	92.36
355342978 UNIFORMS	01-53-469.00	92.36
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$50.98
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-53-403.00	50.98
ED'S AUTOMOTIVE (609)		\$43.00
409 INSPECTION/T18	01-53-511.00	43.00
HYDRAULIC SERVICES AND REPAIRS, INC. (3110)		\$381.95
312860 PARTS AND LABOR/REPAIR OF AUGER	01-53-511.00	381.95
ILLINOIS STATE TOLL HIGHWAY AUTHORITY (1008)		\$57.50
G121000000525 10/1-12/31/16 TOLLS	01-53-511.00	9.50
G121000000525 2017 TRANSPONDER RENTAL FEE	01-53-511.00	48.00
LINDSAY AUTO PARTS, INC. (1204)		\$75.93
956914 OIL FILTERS/STREETS STOCK	01-53-511.00	53.22
957595 U-BOLT AND FREEZE PLUG/T12	01-53-511.00	6.19
957946 CLAMPS AND FUEL TUBING/T54 COMPACTOR	01-53-512.00	3.25
958084 DASH BULBS, THROTTLE SPRINGS/T15	01-53-511.00	13.27
MENARD'S (1364)		\$104.02
24946 PIPING FOR BEET HEET SPRAYER	01-53-512.00	104.02

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GENERAL CORPORATE FUND

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DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>STREET DEPARTMENT EXPENDITURES</u>		
METLIFE (1369)		\$513.56
KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ CITY SHARE	01-53-403.00	513.56
NEWMAN TRAFFIC SIGNS (1508)		\$1,294.34
TI-0306021 STREET NAME SIGNS, STOP SIGNS, NO PARKING SIGNS, AND SIGN POSTS	01-53-513.01	1,167.70
TI-0306145 STREET NAME SIGNS	01-53-513.01	62.68
TI-0306413 STREET NAME SIGNS	01-53-513.01	63.96
UNITED LABORATORIES (2153)		\$255.19
INV179249 TRUCK WASH	01-53-511.00	255.19
VISION SERVICE PLAN OF ILLINOIS (2199)		\$73.02
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ CITY SHARE	01-53-403.00	73.02
VERIZON WIRELESS (2787)		\$206.86
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	01-53-523.00	206.86
TOTAL STREET DEPARTMENT EXPENDITURES		\$10,150.66
<u>PUBLIC GROUNDS, WORKS & BEAUTIFICATION EXPENDITURES</u>		
CHARTER COMMUNICATIONS (380)		\$144.97
824511663000144 ACCT 8245116630001446 2/1-2/28/17 INTERNET SERVICE	01-54-526.03	69.98
824511663002179 ACCT 8245116630071621/2/16-3/15/17 INTERNET SERVICE	01-54-526.03	74.99
CINTAS CORPORATION #355 (411)		\$72.88
355334350 MATS	01-54-510.00	72.88
GARDEN PRAIRIE ORGANICS (2760)		\$160.00
1554 TOP SOIL FOR ROW RESTORATIONS	01-54-567.01	160.00
GREAT LAKES FIRE & SAFETY (806)		\$178.00
164564 ANNUAL FIRE EXTINGUISHER INSPECTIONS	01-54-510.00	178.00
JULIE, INC. (1100)		\$728.75
2017-1107 2017 LOCATE SERVICES	01-54-526.03	728.75
MARENGO SIGNS INC. (1282)		\$70.04
18504 INSTALL UPDATED BUILDING DEPARTMENT HOURS ON DOOR AT 835 W. GRANT	01-54-510.00	70.04
THOMPSON ELEVATOR INSPECTION SERVICE (2086)		\$75.00
17-0093 ELEVATOR INSPECTION/CITY HALL	01-54-518.00	75.00
TOTAL PUBLIC GROUNDS, WORKS & BEAUTIFICATION EXPENDITURES		\$1,429.64
<u>BUILDING DEPARTMENT EXPENDITURES</u>		
CHARTER COMMUNICATIONS (380)		\$89.97
824511663000144 ACCT 8245116630001446 2/1-2/28/17 PHONE SERVICE	01-55-523.00	89.97
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$4.64
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-55-403.00	4.64
HINCKLEY SPRINGS (2998)		\$57.57
14457314 012517 WATER DELIVERY	01-55-565.00	57.57
LINDSAY AUTO PARTS, INC. (1204)		\$82.68
959339 DISTRIBUTOR CAP, IGNITION COIL, AND DISTRIBUTION ROTOR/B1	01-55-511.00	82.68
VERIZON WIRELESS (2787)		\$139.58
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	01-55-523.00	139.58
TOTAL BUILDING DEPARTMENT EXPENDITURES		\$374.44

CITY OF MARENGO

BILLS PAYABLE REPORT FOR FEBRUARY, 2017

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GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
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GENERAL CORPORATE FUND RECAP

CODE	DESCRIPTION	AMOUNT
	PAYROLL AND MISCELLANEOUS	9,359.11
51	ADMINISTRATION DEPARTMENT	172,094.14
52	POLICE DEPARTMENT	36,577.30
53	STREET DEPARTMENT	10,150.66
54	PUBLIC GROUNDS, WORKS & BEAUTIFICATION	1,429.64
55	BUILDING DEPARTMENT	374.44
	TOTAL GENERAL CORPORATE FUND EXPENDITURES	229,985.29

CITY OF MARENGO

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MOTOR FUEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
MORTON SALT, INC. (1443)		\$20,388.11
5401233524 ROCK SALT	20-00-714.00	20,388.11
TOTAL MOTOR FUEL TAX FUND EXPENDITURES		\$20,388.11

CITY OF MARENGO

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RETAINED PERSONNEL FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>PAYROLL AND MISCELLANEOUS EXPENDITURES</u>		
HR GREEN, INC. (1945)		\$3,443.50
109346 11/12-12/16/16 ENGINEERING SERVICES/MDC TRANSFER FACILITY/160249	22-215-000	137.00
109347 11/12-12/16/16 ENGINEERING SERVICES/ DEERPASS MEADOWS II BESINGER/86160154	22-215-000	640.00
109348 11/12-12/16/16 ENGINEERING SERVICES/ SETTLERS COVE PHOENIX EAGLE BUILDERS/ 86160155	22-215-000	240.00
109384 11/12-12/16/16 ENGINEERING SERVICES/ WOODSTONE DEERPASS ESTATE VI/86160153	22-215-000	640.00
109385 11/12-12/16/16 ENGINEERING SERVICES/ GLIDEPATH/86160189	22-215-000	1,538.00
109546 12/17/16-1/13/17 ENGINEERING SERVICES/ WOODSTONE DEERPASS ESTATES VI/86160153	22-215-000	71.00
109547 12/17/16-1/13/17 ENGINEERING SERVICES/ DEERPASS MEADOWS II BESINGER/86160154	22-215-000	71.00
109548 12/17/16-1/13/17 ENGINEERING SERVICES/ SETTLERS COVE PHOENIX EAGLE BUILDERS/ 86160155	22-215-000	71.00
109549 12/17/16-1/13/17 ENGINEERING SERVICES/ GLIDEPATH/86160189	22-215-000	35.50
TOTAL PAYROLL AND MISCELLANEOUS EXPENDITURES		\$3,443.50

RETAINED PERSONNEL FUND RECAP

CODE	DESCRIPTION	AMOUNT
	PAYROLL AND MISCELLANEOUS	3,443.50
	TOTAL RETAINED PERSONNEL FUND EXPENDITURES	3,443.50

CITY OF MARENGO

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WATER & SEWER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>WATER DEPARTMENT EXPENDITURES</u>		
AIR MANAGEMENT SERVICES INC. (33) 20838 HEATER REPAIRS/WELL 6	30-70-510.00	\$506.25 506.25
BLUE CROSS BLUE SHIELD (228) 724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /CITY SHARE	30-70-403.00	\$1,498.17 1,498.17
CHARD SNYDER (2908) 706193 207 FSA BENEFIT PLAN RENEWAL/SELF ADMINISTERED PLAN	30-70-403.00	\$13.50 13.50
CHARTER COMMUNICATIONS (380) 824511663000144 ACCT 8245116630001446 2/1-2/28/17 PHONE SERVICE	30-70-523.00	\$33.73 33.73
CINTAS CORPORATION #355 (411) 355334060 UNIFORMS	30-70-469.00	\$88.76 22.19
355337026 UNIFORMS	30-70-469.00	22.19
355339976 UNIFORMS	30-70-469.00	22.19
355342978 UNIFORMS	30-70-469.00	22.19
CONSTELLATION NEWENERGY, INC. (463) 0037504891 12/16/16-1/19/17 SERVICE/840 GREENLEE	30-70-526.00	\$2,285.24 1,085.35
0037504911 12/16/16-1/19/17 SERVICE/105 LYNN DR/ PUMP STATION	30-70-526.00	1,199.89
DEARBORN NATIONAL LIFE INSURANCE CO (718) F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	30-70-403.00	\$16.68 16.68
DEBT SERVICE FUND (532) FEBRUARY 2017 TRANSFER TO DEBT SERVICE FUND	30-70-587.00	\$22,254.25 22,254.25
HACH COMPANY (830) 10279135 WATER SAMPLE BOTTLES	30-70-565.01	\$34.00 34.00
HD SUPPLY WATERWORKS, LTD. (872) G650889 ASSORTED CLAMPS	30-70-512.06	\$406.23 68.65
G688374 ASSORTED CLAMPS	30-70-512.06	175.61
G688409 ASSORTED CLAMPS	30-70-512.06	161.97
JULIE, INC. (1100) 2017-1107 2017 LOCATE SERVICES	30-70-526.00	\$728.75 728.75
KARSTEN'S TIRE & AUTO (1108) 65469 INNER TUBE/FORK LIFT	30-70-511.00	\$38.58 38.58
LINDSAY AUTO PARTS, INC. (1204) 957836 HYDRAULIC BELT/T73	30-70-511.00	\$66.88 32.76
957838 HYDRAULIC PUMP BELT/ T73	30-70-511.00	32.72
957868 CREDIT/RETURNED HYDRAULIC BELT/ ORG INV. 957836	30-70-511.00	-32.76
958066 CONTROL/T73 VACTOR	30-70-511.00	26.67
959140 FITTING/T70	30-70-511.00	7.49
MCHENRY ANALYTICAL WATER LAB INC (1345) 593023 WATER SAMPLE TESTING	30-70-638.00	\$90.00 45.00
593346 WATER SAMPLE TESTING	30-70-638.00	45.00
MENARD'S (1364) 25053 FITTINGS AND PAINTING SUPPLIES FOR WELL #6	30-70-510.00	\$205.18 162.96
25140 PAINTING SUPPLIES/WELL #6	30-70-510.00	42.22
METLIFE (1369) KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ CITY SHARE	30-70-403.00	\$226.92 226.92

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WATER & SEWER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>WATER DEPARTMENT EXPENDITURES</u>		
MIDWEST METER INC. (1400)		\$1,783.80
0085481-IN READCENTER ANALYTIC SOFTWARE/ 2/1/17-1/31/18 YEARLY MAINTENANCE AGREEMENT	30-70-635.00	1,783.80
M E SIMPSON CO INC (1932)		\$760.00
29573 LEAK DETECTION SERVICES/614 RANDALL CT	30-70-635.00	760.00
STARK SERVICE, INC. (2634)		\$666.40
141915 SAND FOR STREET REPAIRS	30-70-565.02	666.40
VISION SERVICE PLAN OF ILLINOIS (2199)		\$27.14
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ CITY SHARE	30-70-403.00	27.14
VERIZON WIRELESS (2787)		\$103.32
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	30-70-523.00	103.32
TOTAL WATER DEPARTMENT EXPENDITURES		\$31,833.78
<u>SANITARY & WASTEWATER DEPARTMENT EXPENDITURES</u>		
ACE HARDWARE (CRTS INC.) (14)		\$23.99
158991 LIGHT BULBS	30-75-565.06	23.99
AT&T UVERSE (3018)		\$65.33
144219884 12/13/16-1/12/17 INTERNET SERVICE	30-75-523.00	65.33
BLUE CROSS BLUE SHIELD (228)		\$3,097.75
724136-02 FEBRUARY 2017 MEDICAL INSURANCE PLAN PREMIUMS /CITY SHARE	30-75-403.00	3,097.75
C.E.S. (CITY ELECTRIC SUPPLY - IL) (2688)		\$76.60
LKG/036191 FUSES/LIFT STATION	30-75-511.03	76.60
CARR'S AIR MAINTENANCE LTD. (342)		\$69.50
4648 HVAC SERVICE/WWTP PLANT	30-75-511.01	69.50
CHARD SNYDER (2908)		\$20.25
706193 207 FSA BENEFIT PLAN RENEWAL/SELF ADMINISTERED PLAN	30-75-403.00	20.25
CINTAS CORPORATION #355 (411)		\$285.20
355334060 UNIFORMS	30-75-469.00	66.30
355337026 UNIFORMS	30-75-469.00	66.30
355339976 UNIFORMS	30-75-469.00	66.30
355342978 UNIFORMS	30-75-469.00	66.30
CONSTELLATION NEWENERGY, INC. (463)		\$9,968.77
0037351583 12/12/16-1/11/17 SERVICE/1350 N. STATE/ WWTP	30-75-526.00	9,968.77
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$28.59
F015934-02 FEBRUARY 2017 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	30-75-403.00	28.59
DEBT SERVICE FUND (532)		\$22,254.25
FEBRUARY 2017 TRANSFER TO DEBT SERVICE FUND	30-75-587.00	22,254.25
HAWKINS, INC (3085)		\$2,521.75
4009987 FERRIC CHLORIDE	30-75-565.06	1,074.55
4015376 FERRIC CHLORIDE, CONNECTORS, AND BALL VALVES	30-75-565.06	1,447.20
HICKSGAS WOODSTOCK (2437)		\$63.09
035151 PROPANE/FORK LIFT	30-75-511.02	63.09
HINCKLEY SPRINGS (2998)		\$10.00
14457314 012517 WATER DELIVERY	30-75-565.01	10.00

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WATER & SEWER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>SANITARY & WASTEWATER DEPARTMENT EXPENDITURES</u>		
JULIE, INC. (1100)		\$728.74
2017-1107 2017 LOCATE SERVICES	30-75-526.00	728.74
KNUCKLEBOOM SERVICES, INC. (2885)		\$359.66
2007 HOIST CABLE FOR CRANE TRUCK	30-75-511.02	359.66
LINDSAY AUTO PARTS, INC. (1204)		\$112.43
956919 HYDRAULIC BELT/T22	30-75-511.00	107.40
958716 OIL FILTER/FORKLIFT	30-75-511.02	5.03
MCHENRY ANALYTICAL WATER LAB INC (1345)		\$600.00
593022 LAB SAMPLE TESTING	30-75-635.00	360.00
593106 LAB SAMPLE TESTING	30-75-635.00	240.00
MENARD'S (1364)		\$56.92
25120 CABLE TIES	30-75-565.02	56.92
METLIFE (1369)		\$226.02
KM05911825-02 FEBRUARY 2017 DENTAL INSURANCE PLAN PREMIUMS/ CITY SHARE	30-75-403.00	226.02
MIDWEST CONTRACT OPERATIONS, INC. (1396)		\$1,787.40
21169 DECEMBER 2016 WWTP CLASS 1 OPERATOR SERVICES/27 HOURS	30-75-635.00	1,787.40
MIDWEST METER INC. (1400)		\$1,783.80
0085481-IN READCENTER ANALYTIC SOFTWARE/ 2/1/17-1/31/18 YEARLY MAINTENANCE AGREEMENT	30-75-635.00	1,783.80
POLYDYNE, INC. (1673)		\$1,800.00
1111712 CLARIFLOC FOR CENTRIFUGE	30-75-565.06	1,800.00
SEWER EQUIPMENT OF ILLINOIS LLC (3111)		\$39.94
0000000161 CONNECTOR PLUG/VACTOR	30-75-511.00	39.94
UNITED LABORATORIES (2153)		\$266.13
INV178948 DESCALER	30-75-565.06	266.13
VISION SERVICE PLAN OF ILLINOIS (2199)		\$41.43
12222915-02 FEBRUARY 2017 VISION INSURANCE PLAN PREMIUM/ CITY SHARE	30-75-403.00	41.43
VERIZON WIRELESS (2787)		\$147.88
687248174-00001 12/16/16-1/15/17 CELL PHONE SERVICE	30-75-523.00	147.88
VIKING CHEMICAL COMPANY (2183)		\$3,837.76
41612 FERRIC CHLORIDE	30-75-565.06	3,837.76
TOTAL SANITARY & WASTEWATER DEPARTMENT EXPENDITURES		\$50,253.18

WATER & SEWER FUND RECAP

CODE	DESCRIPTION	AMOUNT
70	WATER DEPARTMENT	31,833.78
75	SANITARY & WASTEWATER DEPARTMENT	50,253.18
	TOTAL WATER & SEWER FUND EXPENDITURES	82,086.96

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WWTP EXPANSION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
HOMESTEAD ELECTRICAL CONTRACTING, LLC (3094)		\$8,995.00
11528 INSTALLATION OF HEAT TRACERS/IEPA LOAN REIMBURSED	31-00-795.37	8,995.00
M & O INSULATION COMPANY (3107)		\$8,976.00
113088 SBR INSULATION INSTALLATION/IEPA LOAN REIMBURSED	31-00-795.37	8,976.00
TOTAL WWTP EXPANSION FUND EXPENDITURES		\$17,971.00

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SUMMARY ALL FUNDS

BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
01-102-000	01	GENERAL CORPORATE FUND-CASH IN BANK	229,985.29	*
20-102-000	20	MOTOR FUEL TAX FUND-CASH IN BANK	20,388.11	*
22-102-000	22	RETAINED PERSONNEL FUND-CASH IN BANK	3,443.50	*
30-102-000	30	WATER & SEWER FUND-CASH IN BANK	82,086.96	*
31-102-000	30	WWTP EXPANSION FUND-CASH IN BANK	17,971.00	*
TOTAL ALL FUNDS			353,874.86	**

#7a

MEMORANDUM

To: Mayor and City Council

From: Megan Lopez, Administrative Assistant

Date: February 13, 2017 Regular City Council Meeting

Re: 5K Color Run

The Middle and High School Booster Clubs is requesting your permission to have a 3rd Community 5K Color Run. This run will take place on Saturday, May 20th at 9am. Their proposed route and initial request is attached; they will start and end on school property. There will be various color stations on school property only.

The booster club is interested in shutting down the proposed route during this event.

This item is being placed under "consent agenda" for your consideration.



EVENT NAME MARENGO BOOSTERS 5K

EVENT DATE SATURDAY, MAY 20th at 9AM
& TIME REGISTRATION: 8-8:45 AM

LOCATION MARENGO COMMUNITY HIGH SCHOOL
110 FRANKS ROAD

**REGISTER HERE &
SEE IT IN ACTION!**

<http://shop.schoolathon.org/EVENTID>

MCMS and MCHS Booster Clubs are sponsoring a Color-A-Thon Event and we would like you and your family to participate! The money from this colorful, fun and healthy event will be used to enhance and expand our athletic programs.

The cost to register for this 5K Color-A-Thon event is **only \$30** and includes a t-shirt and a color dye pack! After the event, there will be a Color Blast Party with music, prizes and Big Blasts of Color!

Go to the website listed above and register you and your family today!

MUST REGISTER BY MAY 9th, 2017 to be guaranteed event t-shirt & color pack.

**If you have 2 or MORE People to Register, Make Sure to REGISTER them as a TEAM. (Must be in a SINGLE Registration Transaction. The 1st Registration FEE will be \$30, but ALL Additional Registrations will receive a discount of 25%!*

Shirts and color can be picked up at Middle School on Friday, May 19th from 4-6PM

#7b

ORDINANCE 17-1- ____

AN ORDINANCE AUTHORIZING THE SALE OR DISPOSAL OF SURPLUS PROPERTY OWNED BY THE CITY OF MARENGO

WHEREAS, in the opinion of a majority of the corporate authorities holding office in the City of Marengo, McHenry County, Illinois, that it is no longer necessary or useful and is in the best interests of the City of Marengo not to retain the property identified on the attached Schedule A.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Marengo, McHenry County, Illinois, as follows:

SECTION 1: Pursuant to 65 ILCS 5/11-76-4 of the Illinois Municipal Code, the Mayor and Aldermen find that the described property now owned by the City of Marengo and identified on Schedule A, is no longer necessary or useful to the City of Marengo and the best interest of the City of Marengo will be served by their sale or disposal.

SECTION 2: Pursuant to said Section 5/11-76-4, City Police Chief, Richard Solarz is hereby authorized and directed to sell or dispose of the described property on Schedule A, in a manner deemed appropriate. This authorization includes, but is not limited to, participation in an auction in which a percentage of the sale proceeds are retained as an auctioneer fee.

SECTION 3: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinance, in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Voting Aye:
Voting Nay:
Absent:
Abstained:

APPROVED:

Donald B. Lockhart, Mayor

ATTEST:

BY: _____
Constance J. Boxleitner, Clerk

Passed:
Approved:
Published:

(ATTACHMENT REQUIRED)

(SEAL)

CERTIFICATION

I, CONSTANCE J. BOXLEITNER, do hereby certify that I am the elected and qualified Clerk of the City of Marengo, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and City Council of said City of Marengo.

I do hereby further certify that at a regular meeting of the Mayor and City Council of the City of Marengo held on the day of February, 2017, the foregoing Ordinance entitled *An Ordinance Authorizing the Sale or Disposal of Surplus Property Owned by the City of Marengo*, was duly passed by the Mayor and City Council of the City of Marengo.

The pamphlet form of Ordinance No. 17-1-__, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the day of February, 2017, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and corporate seal of the City of Marengo on this ____ day of February, 2017.

Constance J. Boxleitner, Clerk
City of Marengo,
McHenry County, Illinois

(SEAL)

CITY OF MARENGO SURPLUS
SCHEDULE A

POLICE INVENTORY

1997 Chrysler Sebring
VIN#: 3C3EL45H4VT514256
Mileage: 121,989

2002 Honda Civic
VIN#: 1HGEM22912L081854
Mileage: 176,368

CITY HALL INVENTORY

HP Deskjet 6940 Printer
HP Deskjet 300 Printer
Sharp Calculator VX-2652H

#7c

AGENDA SUPPLEMENT

To: Mayor and City Council

From: Jennifer Snelten, Finance/HR Director

For: February 13, 2017 Regular City Council Meeting

Re: FY 2016-17 Audit Services

Attached for your review you will find a letter from George Roach Associates regarding the auditing services to be performed for the year ended April 30, 2017. Mr. Roach is proposing to complete the annual audit for a cost of \$17,500. Mr. Roach and his associates have completed the City's audit for the past several years, and have an excellent understanding of the City's budget and finances. This item is being placed on the February 13th Consent Agenda for your consideration.



Accounting • Auditing • Consulting

44 North Walkup Ave.
Crystal Lake, IL 60014
T: 815-459-0700
W:<http://GRA-CPA.com>

January 11, 2017

To the City Mayor and the
Board of the City of Marengo
Marengo, Illinois

We are pleased to confirm our understanding of the services we are to provide the City of Marengo for the year ended April 30, 2017. We will audit the financial statements of the governmental activities, the business-type activities, if any, the aggregate discretely presented component units, if any, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Marengo as of and for the year ended April 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Marengo's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Marengo's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary comparison schedules
- 3) Schedules of pension liabilities and contributions

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Marengo's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial

statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole.

Audit Objective

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the mayor and the Board of the City of Marengo. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an

opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Marengo's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Marengo's major programs. The purpose of these procedures will be to express an opinion on the City of Marengo's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of the City of Marengo in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award

agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on April 30, 2017.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to [include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior

period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the city; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of George Roach & Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Environmental Protection Agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of George Roach & Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Environmental Protection Agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

George Roach is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$17,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Marengo and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



George Roach & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Marengo.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

#8a

TO: Mayor and City Council
FROM: Gary Boden, City Administrator
DATE: February 8, 2017
RE: Extension of the MDC Contract

Per City Council direction given on January 9, 2017, this contract extension is being presented for City Council authorization. As you will remember from the January 9 meeting, MDC offered to freeze the annually adjusted monthly rate (\$19.13) charged to residential users until April 1, 2018 in exchange for a five year extension of the contract. Without the extension, the next annual 3.0% increase, as prescribed in the current contract, would become effective October 1, 2017.

The provision in the original extension proposal option, requiring MDC to supply all non-sticker users a 95 gallon trash can, remain in the new options. Both contract extension proposal options had, and still contain, a rate freeze that would extend into 2018. As of now, without the extension, a 3.0% increase is scheduled for October 1 of this year. In both options, the new contract extensions would become effective on July 1, 2017.

Option 1 - Revised

From my conversation with Greg Jury of MDC following last month's meeting, I was able to get agreement from MDC to extend the proposed freeze another three months from April 1 to July 1, 2018. As a result the annual 3.0% rate adjustments would begin on July 1 and the five year extension would contract would now end on June 30, 2022. This extension is actually for three years and nine months, with the understanding that the last 15 months of the current agreement scheduled to end on September 30, 2018, would be overridden by the new extension.

Option 2 -Revised

In addition to the "start-up" rate freeze, we also agreed to accelerate the rate freeze plan that was proposed in seven year (actually a five year, nine month) extension option. Instead of rate freeze in the last two years of the original proposal, MDC is agreeing to freeze the 3.0% annual rate increase in Year 5 and Year 7. If this contract extension option is approved, the contract would expire on June 30, 2024.

Also incorporated in this agenda item is a MDC survey of garbage rates in area municipalities. This survey identifies the variations in trash collection service provided to each community.

Town/City	# of Residents/Customers	Rate	Trash	Recycling	Yard Waste	Leaf Vacuuming	Bulk Items	Special Notes
Crystal Lake	10594	\$ 22.24	Unlimited includes tote	Unlimited includes tote	Unlimited	No	1 per week	
Harvard	514	\$ 23.10	tote only	Unlimited includes tote	Subscription and Sticker Program	Yes	1 per week	
Huntley	5141	\$ 18.94	Unlimited includes tote	Unlimited includes tote	Unlimited	No	1 per week	
Wonder Lake	792	\$ 21.49	tote only	Unlimited	Sticker Program	Yes	1 per week	Leaf vacuuming only occurs twice in fall and once in spring
McHenry	9800/3500	\$ 29.84	Unlimited includes tote	Unlimited includes tote	Sticker Program and yard waste drop-off	Yes	1 per week	
Poplar Grove	557	\$ 16.84	Unlimited includes tote	Unlimited includes tote	Unlimited	No	1 per week, sticker program for additional bulk items	This is a franchise agreement which includes service for all business and industrial locations
Marengo	1712	\$ 19.11	Unlimited with tote upon request	Unlimited includes tote	Sticker Program	Yes	1 per week	

AGENDA SUPPLEMENT

TO: Mayor and City Council

FROM: Joshua Blakemore, Assistant City Administrator

FOR: February 23, 2017 Regular City Council Meeting

RE: Presentation and Request for Direction on Marengo Gaming Café Liquor License – 20001 Telegraph Street

Back in September, the City Council approved a Video Gaming Café Liquor License for Don Kaminski at 20001 Telegraph Street, to be known as Patsy’s Gaming Café. Mr. Kaminski has since decided against locating in the City of Marengo. The owner of Marengo Convenient Mart, in the same strip center at 20001 Telegraph Street, has expressed an interest in opening the gaming café.

Currently one VCG License is “on the books”, but prior to any issuance of such license, staff has directed Mr. Patel to come before the City Council to review his business concept and answer any questions the Council may have. Mr. Patel will provide further information on his business plan during Monday’s City Council meeting.

If the Council no longer desires this type of license to be on the books, an ordinance reducing the number of licenses issued can be included on the next agenda. If the Council finds this proposal acceptable, no further action is required.

#8ced

TO: Mayor and City Council
FROM: Gary Boden, City Administrator
DATE: February 8, 2017
RE: Authorization of Hiring a Police Officer and,
Adjusting the Non-Union Pay Plan for Sergeants

It is fully anticipated the Sergeant Rodney Riley will leaving the City in the upcoming weeks. He expects an unencumbered job offer will be extended to him later next week. This circumstance, and the fact that another police officer is expected to announce his retirement in the 2-4 months from now, could put the department's staffing level in tough shape. Being asked is to approve the hiring of one new officer so that he can go through his final psychological examinations before is he be hired, and then be quickly enrolled next officer training school that starts on April 3. As it stands right now, with the empty slot created by Chief Joe Hallman's retirement last summer, Sergeant Riley's impending retirement, and the eminent retirement of another officer in the next 2-4 months, the department could be down by as many as three positions if the replacement process doesn't begin shortly. Regardless of what happens in the upcoming budget deliberations one, if not two of these three positions would *certainly* be replaced.

A corresponding result of Sergeant Riley's impending retirement, we note that a "tweaking" of the sergeant's classification in the pay plan needs to take place. The first three "hiring steps" for the sergeant position in the pay plan needs to be removed because (1) it pays least than what a top-of-scale patrol officer makes, and (2) by statute, sergeants can only be hired from within the ranks of the municipal police department, thereby rendering the "newly hired" status moot. With Sergeant Riley's anticipated retirement, an elevation from our police officer rank is anticipated.

Position Classifications Effective November 1, 2016

Grade Position(s)

1	
2	P/T Crossing Guard, P/T Custodian
3	
4	
5	
6	F/T Records Clerk*
7	Administrative Assistant
8	Assistant to the D.P.W.
9	
10	Deputy City Clerk
11	
12	
13	Finance/HR Director
14	
15	Police Sergeant/Asst City Administrator

*Position/Duties Downgraded from F/T Telecommunicator

Positions Excluded From Pay Plan

City Administrator	\$ 116,233
Director of Public Works	\$ 86,266
Police Chief	\$ 102,263

**City of Marengo
Management Pay Plan
November 1, 2016 - October 31, 2017**

Grade	Step 1A	Step 1B Hiring Range 24 or 12 or 0 months 10% or 5% or 0%			Step 1C	Step 2 18 Months 7.50%	Step 3 Top of Scale 18 Months 7.50%
		-	-	-			
1	24,521	-	25,747	-	27,034	29,061	31,241
2	26,360	-	27,677	-	29,061	31,241	33,486
3	28,338	-	29,754	-	31,241	33,585	36,103
4	30,462	-	31,985	-	33,585	41,692	38,811
5	32,870	-	34,513	-	36,238	38,051	40,904
6	34,513	-	36,238	-	35,965	40,904	43,972
7	37,100	-	38,956	-	40,904	43,972	47,270
8	39,884	-	41,878	-	43,972	47,270	51,997
9	42,875	-	45,019	-	47,270	51,997	55,896
10	47,163	-	49,518	-	51,997	55,896	60,089
11	50,699	-	53,235	-	55,896	60,089	64,595
12	54,503	-	57,228	-	60,089	64,595	69,441
13	58,590	-	61,522	-	64,595	69,441	74,648
14	62,985	-	66,134	-	69,441	74,648	80,248
15	67,709	-	71,094	-	74,648	80,248	86,267



MEMO

To: Howard Moser – City of Marengo
CC: Tim Hartnett – HR Green

From: Ravi Jayaraman – HR Green
Andy Lemke, HR Green
Subject: Marengo WWTP Sonolyzer
Project No. 86120385
Date: February 7, 2017

The Sonolyzer Ultrasound Sludge Disintegrator (Sonolyzer) uses ultrasonic soundwaves to treat the sludge to increase the capacity of the anaerobic digesters. The force from the soundwaves hits the sludge and results in the decomposition of sludge flocs, disruption of sludge cells (breaks cell walls), reduction of sludge viscosity and release of active enzymes; therefore, allowing the digestion process to operate more efficiently.

During design of the Marengo Wastewater Treatment Plant (WWTP) Improvements, the City and HR Green focused on two major factors in equipment selection: the cost (the City had a \$12 million cap based on previous loan) and performance of equipment to meet IEPA requirements. During design, representatives (Ovivo) from the Sonolyzer came to the WWTP to describe the process to the City and to collect sludge samples. The samples were tested in the Ovivo's laboratories and a report was generated (see attached report). The report concluded that the Sonolyzer could increase the volatile solids reduction by 24%, which would allow the digesters to operate 24% more efficient. HR Green used this increased efficiency along with the solids removal credit from the microscreen to show the IEPA that the existing anaerobic digesters were sufficient for the increased flow in the approved Facility Plan (see attached excerpt from the Facility Plan).

The addition of the Sonolyzer to the project helped in cost and meeting IEPA requirements. By selecting this technology, existing anaerobic digesters were shown to be sufficient for the increased flow; therefore, a more expensive new digester was not needed in this project. This allowed the WWTP improvements to be constructed within the available budget of \$12 million. The IEPA permitted the project based on the Sonolyzer increasing digestion efficiency, which avoided the need for an additional digester based on the calculations shown in the Facility Plan.

Since the Sonolyzer was started up, there have been a few problems that have prevented the operation of the equipment. Ovivo helped correct these problems and are currently in the process of testing to prove that the equipment is performing to specification.

Ultrasound for improving the anaerobic sludge digestion process on the wastewater treatment plant (WWTP) Marengo, USA

1. Introduction

The operator of the WWTP Marengo is interested in an ultrasound disintegration to increase the efficiency of the anaerobic sludge digestion process with the objective of enhancing the gas production.

Ultrasonic disintegration is an innovative technique to disintegrate bacteria cells prior to a subsequent anaerobic treatment. After sonication the biomass/sludge is much better bio-available and hence better to digest by the micro-organisms population inside the digester.

In a conventional digester the hydrolysis of the particulate substrate is the rate limiting step for the overall anaerobic reaction. By ultrasound treatment of the substrate the rate limiting hydrolysis will be overcome. Consequently, ultrasound disintegration of biomass leads to a significant intensification of the anaerobic sludge degradation process, which results in enhanced volatile solids degradation (less digested sludge mass to be dewatered and disposed of) and increased biogas production.

2. Methods

When sewage sludge is exposed to low ultrasound energy the first effect is the de-agglomeration of sludge flocs. Longer treatment time and hence more energy leads to bacteria cell walls damage and intracellular material is released (see figure 1). One relevant parameter to determine the impact on sludge cells is the chemical oxygen demand (COD), which increases in the water phase as the ultrasound energy is increased and more cells are destroyed.

In our lab the sludge water phase is separated from the solid fraction of the sample by high speed centrifugation (10 min at 40,000 g) followed by filtration through a membrane filter (pore size: 0.45 µm). For the purpose of comparison a chemical hydrolysis process is used. Therefore the sludge sample is incubated in a 1 molar sodium hydroxide solution for 22 hours at 20°C. The term DD_{COD} , so called "degree of disintegration", is defined as ratio of COD increase by sonication in the dissolved fraction to the COD increase by the chemical hydrolysis (German Wastewater Technical Association, 2000):

$$DD_{COD} = [(COD_{ultrasound} - COD_0) / (COD_{NaOH} - COD_0)] * 100 \quad [\%]$$

where $COD_{ultrasound}$ is the chemical oxygen demand of the disintegrated sample (here by sonication), [mg/l],

COD_0 is the chemical oxygen demand of the untreated sample, [mg/l],

COD_{NaOH} is the chemical oxygen demand of a reference sample hydrolyzed chemically in a 1 molar NaOH solution at 20°C for 22 hours, [mg/l].

We sonicated two digester samples (mesophilic digester (MD) and thermophilic digester (TD)) using a 1 kW ultrasound unit (Ultrawaves GmbH, Germany) operating at a frequency of 20 kHz. This oscillating unit is especially designed for biomass cell disintegration and has the same features as in the full-scale Ultrawaves 5 kW reactor. Sonication time was varied between 1 and 5 minutes, which corresponds to an increased energy input (in detail see table 1).

Table 1: Sonication time and corresponding energy input [Wh/L]

Sample	Sonication 1 min.	Sonication 3 min.	Sonication 5 min.
MD: Energy Input [Wh/L]	3.2	9.7	16.4
TD: Energy Input [Wh/L]	2.8	9.6	17.0

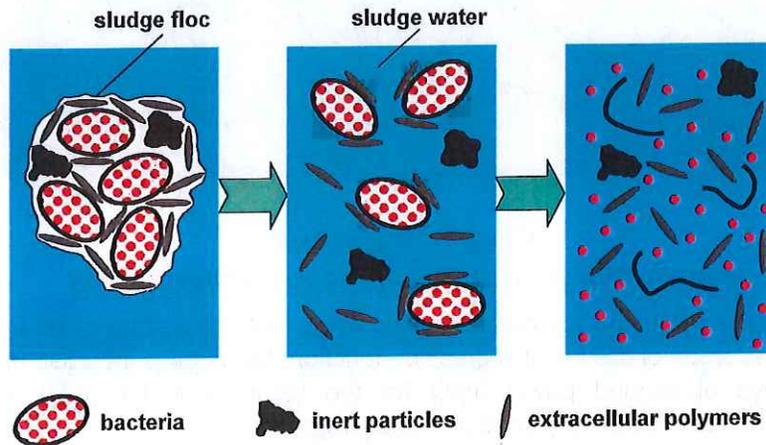


Figure 1: Schematic presentation of sludge floc decomposition and cell break-up as ultrasound power input is increased

3. Results

3.1) Solids concentration

The dry solids (DS) and the volatile solids concentration (VS, as percentage of DS) were determined according to the German standard DIN 38414. The following results were recorded:

Sample	DS [%]	VS [%]
MD	1.6	69.2
TD	3.9	73.3

3.2) COD

Figure 2 shows the increase of soluble COD in the sludge water phase as a function of the energy input. We can clearly see the raise of soluble COD in both digester samples as the ultrasound energy is increased.

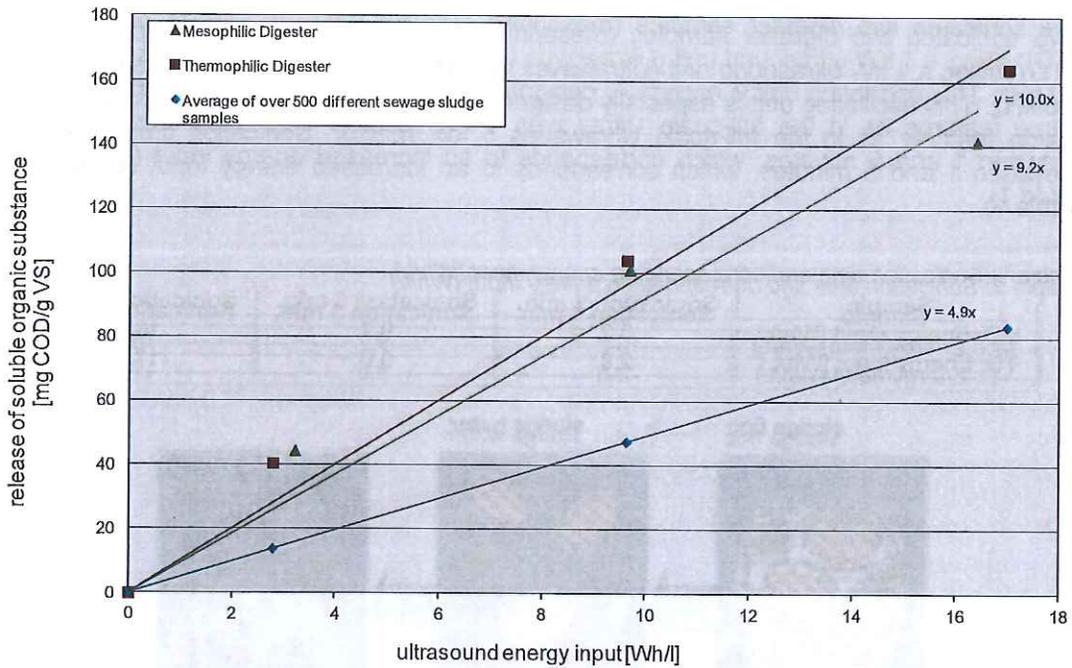


Figure 2: Increase in soluble COD as a result of increased ultrasound energy input

Figure 3 shows the values for the corresponding degree of cell disintegration DD_{COD} . As can be seen from the slope of the linear regression function, the relative increase in DD_{COD} per 1 kWh/m³ effective ultrasound power input for the samples is 1.7 (MD) and 1.8 (TD) respectively. Both results are very good and encouraging.

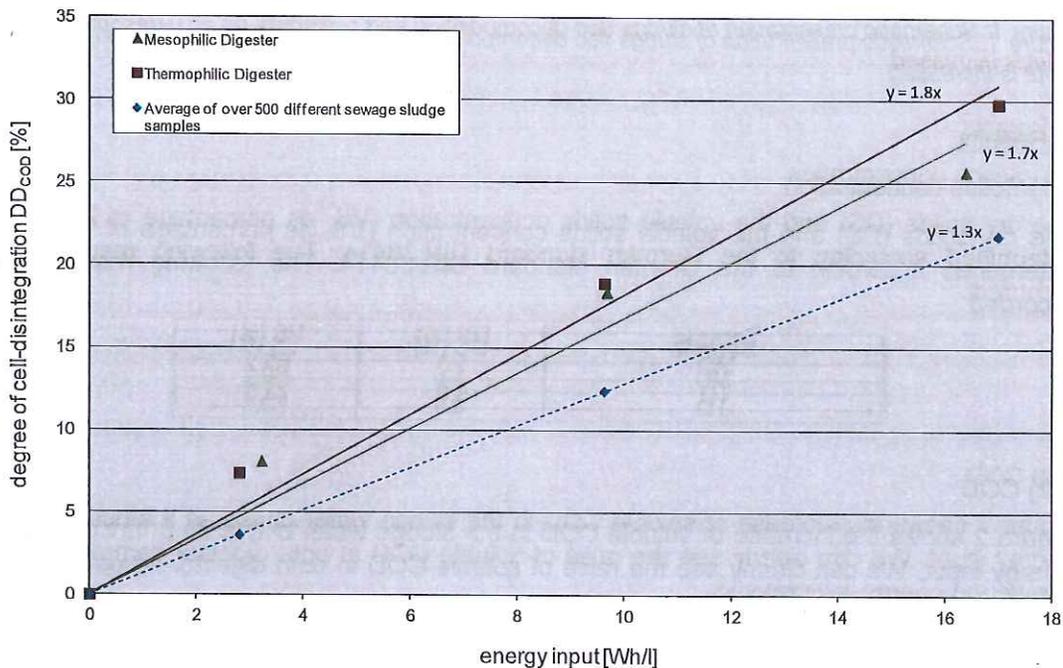


Figure 3: Increase in degree of sludge cell-disintegration DD_{COD} due to sonication of the samples

4. Recommendation for full-scale application on WWTP Marengo

The WWTP Marengo is designed for a treatment capacity of about 0.9 MGD. The conventional sludge stabilization is done in 2 anaerobic digesters (arranged in series, total operating volume 140,250 gal) at a hydraulic retention time of about 39 days.

More than 10 years experience in the practical application of ultrasound treatment has guided Ultrawaves GmbH to a rational design for ultrasound sludge disintegration systems. By sonicating sewage sludge biomass at low ultrasound energy input soluble carbon, active extracellular polymeric substances (EPS) and enzymes are released. As a result the biological anaerobic process is enhanced considerably like in the case of WWTP Marengo.

Our recommendation to upgrade the anaerobic sludge treatment process is to implement 1 Ultrawaves US reactor unit (5 kW operating power) to treat 30 m³/d sludge from the thermophilic digester and feed it back to the digester after sonication.

The resulting specific energy input will be 4 kWh/m³ (= 1 x 5 kW x 24 h/d / 30 m³/d). Thus we expect a degree of sludge cell disintegration DD_{COD} of about 7.2% (see slope in figure 3), which indicates that the sludge floc structure will be completely decomposed and a sufficient amount of carbon and active enzymes will be released into soluble phase.

We have shown that the overall improvement of the anaerobic sludge digestion can be described by a linear relation if the VS degradation is plotted as function of the disintegration ratio DD_{COD} (Neis et al., 2001; see Figure 1):

$$Y = a * X + b$$

The parameter Y presents the increase in VS-degradation in %. X shows the degree of sludge cell disintegration DD_{COD}, in %. To determine the constants a and b fundamental knowledge and experience is necessary because these factors depend on sludge characteristics as well as on the operating conditions of the digester (temperature, HRT, etc.).

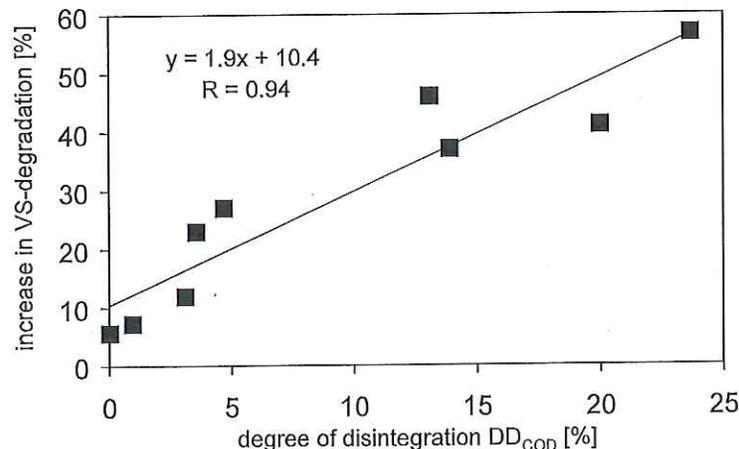


Figure 5: Enhanced volatile solids degradation as a function of the degree of sewage sludge disintegration DD_{COD} (Neis et al., 2001)

Based on our experiences we predict for WWTP Marengo an increase in the digester performance of 24% to (24% increased VS-degradation and 24% increased biogas production) compared to the current digestion process. We also assume a better dewaterability of the digested sludge.

In several full-scale applications worldwide of the Ultrawaves ultrasound technology we have demonstrated that the predicted improvement of anaerobic sludge degradation due to sonication of a partial sludge flow (TWAS) was achieved or exceeded (Houy et al., 2010; Martinson et al., 2010).

4. References

1. Houy, A., Wellings, R., Wolff, H.-J., Nickel, K., Neis, U. (2010). Sustainable enhancement of biogas production by ultrasound technology – Long time experience on the Bamberg sewage treatment plant, Germany. Australian Water Association, Biosolids Specialty Conference V, 2. – 4. June, Sydney.
2. Martinson, C., Kabouris, J., Cesca, J., Williamson, S. (2010). Case studies of anaerobic digestion enhancements: acid phase digestion and sonication. Australian Water Association, Biosolids Specialty Conference V, 2. – 4. June, Sydney.
3. Neis, U., Nickel, K., Tiehm, A. (2001). Ultrasonic disintegration of sewage sludge for enhanced anaerobic biodegradation. *In*: Mason, T., Tiehm, A. (ed.) *Advances in Sonochemistry*, Vol. 6, Elsevier Science: 59-90.
4. German Wastewater Technical Association (2000). Report of the German ATV „Wastewater Technical Association“ expert group 3.1.6: Verfahren und Anwendungsgebiete der mechanischen Klärschlamm-desintegration. *Korrespondenz Abwasser* 47 (4): 570-576.

centrifuge can be used for thickening. The sludge thickness is 5-7%. The thickened sludge is stored in the thickened sludge holding tank before it is pumped into the anaerobic digesters.

5.3.4.2. Anaerobic Digesters

The wastewater plant has temperature-phased anaerobic digestion. The thermophilic digester maintains a temperature of 131°F and has a capacity of 62,900 gallons. After the thermophilic digester, the sludge flows by gravity to the mesophilic digester. The mesophilic digester has a capacity of 77,200 gallons.

The existing operation of the anaerobic digesters was analyzed to show the current efficiency compared to current federal requirements for volatile solids destruction, which was used to determine the effective anaerobic digestion DAF capacity of the current system. The proposed improvements were also analyzed to illustrate the effect on the digestion process. The proposed ultrasound disintegration reactor (Sonolyzer) shall improve the digester's efficiency, while the proposed micro screens shall reduce the amount of WAS produced. The analysis followed the Rational Method that is described in "Illinois Administrative Code; Title 35: Environmental Protection; Subtitle C: Water Pollution; Chapter II: Environmental Protection Agency; Part 370 Illinois Recommended Standards for Sewage Works; Section 370.830.c.1."

Currently the anaerobic digestion process performs with a 56% volatile solids (VS) destruction (sludge analysis in Appendix C). According to USEPA "Title 40: Protection of Environment Part 503 – Standards for the Use or Disposal of Sewage Sludge" the required destruction of Volatile Solids is 38% during sewage sludge treatment. Therefore, the Marengo WWTP is operating at a 47% higher efficiency than is required as shown by the following calculation:

$$\% \text{ Efficiency} = \frac{.56 - .38}{.38} \times 100 = 47\%$$

The plant is currently permitted at a DAF of 0.9 MGD. Since the anaerobic digestion process is performing at a 47% higher efficiency than required, the anaerobic digestion

process can treat sludge at a DAF of 1.32 MGD as shown in the following equation:

$$\text{Effective Anaerobic Digestion DAF Capacity} = (0.9 \text{ MGD}) \times (1 + 0.47) = 1.32 \text{ MGD}$$

The proposed improvements to the WWTP includes an installation of a Sonolyzer. Samples of sludge from the Marengo WWTP were analyzed by the Sonolyzer manufacturer's lab and based on the results of the analyses the result will be a predicted 24% increase in digester performance with the installation of the Sonolyzer (the design report is attached in Appendix B). Including the proposed increase of 24% efficiency with the current effective anaerobic digestion DAF capacity yields a proposed anaerobic digestion DAF capacity of 1.63 MGD as shown in the following calculation:

$$\text{Proposed Anaerobic Digestion DAF Capacity} = (1.32 \text{ MGD}) \times (1 + 0.24) = 1.63 \text{ MGD}$$

The proposed DAF for the improved WWTP is 1.8 MGD. The proposed micro screens shall be capable of 20% removal of BOD, which correlates to a 20% reduction in WAS production. Therefore, an effective proposed sludge production would be equivalent to a DAF of 1.44 MGD as shown in the following calculation:

$$\text{Effective Proposed DAF} = (1.8 \text{ MGD}) - (1.8 \text{ MG} \times .20) = 1.44 \text{ MGD}$$

The effective proposed DAF of 1.44 MGD is less than the proposed anaerobic digestion DAF capacity of 1.63 MGD. Therefore, the existing anaerobic digesters with the proposed improvements (sonolyzer and micro screens) shall be capable of handling the proposed DAF of 1.8 MGD.

5.3.4.3. Dewatering

Dewatering is used to perform solid / liquid separation in order to reduce sludge volume post digestion. After the sludge finishes the anaerobic digestion process, the sludge is pumped to a centrifuge for dewatering. A specific centrifuge is available for dewatering;