

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, February 17, 2020

7:00 PM

Village Hall

Board of Trustees

Village President Keith Pekau

Village Clerk John C. Mehalek

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Daniel T. Calandriello,
William R. Healy, Cynthia Nelson Katsenes, and Michael R. Milani*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 P.M.

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

VILLAGE CLERK'S OFFICE**2020-0129 Approval of the February 3, 2020 Regular Meeting Minutes**

The Minutes of the Regular Meeting of February 3, 2020, were previously distributed to the members of the Board of Trustees. President Pekau asked if there were any corrections or additions to be made to said Minutes. There being no corrections or additions,

I move to approve the minutes of the Board of Trustees Meeting of February 3, 2020.

A motion was made by Trustee Fenton, seconded by Trustee Nelson Katsenes, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0122 Orland Park Rotary Club - Raffle License

The Orland Park Rotary Club is requesting a license to sell raffle tickets beginning Sunday, March 1, 2020, through Thursday, May 21, 2020, when the raffle drawing will take place at 8:00 p.m. at Silver Lake Country Club.

The purpose of this raffle is to raise scholarship funds for college-bound students from the community and local community service projects.

I move to approve issuing a raffle license to the Orland Park Rotary Club to begin selling raffle tickets on Sunday, March 1, 2020, through Thursday, May 21, 2020, when the raffle drawing will take place at Silver Lake Country Club.

A motion was made by Trustee Milani, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0132 Catholic Charities - Raffle License

Catholic Charities of the Archdiocese of Chicago is requesting a license to conduct a raffle at their 2020 Helping Hands benefit event on Saturday, March 21, 2020, at the Silver Lake Country Club. All proceeds from this raffle will benefit the Catholic Charities programs that serve clients in the Southwest regional area of Chicagoland.

I move to approve issuing a raffle license to Catholic Charities of the Archdiocese of Chicago to conduct a raffle at their benefit event on Saturday, March 21, 2020, at Silver Lake Country Club.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS**2020-0105 Community Pride Awards - St. Michael Cheerleaders - Presentations**

Mayor Pekau presented Community Pride Awards to the St. Michael Varsity Cheerleading Squad coached by Mrs. Becky Weslow and Assistant Coaches Ms. Kimberly Williams and Ms. Amy Weslow. The squad won the 2019 ICAA State Championship making this their 17th State Title for St. Michael's Varsity Cheerleading Squad.

Head Coach Becky Weslow had comments. (refer to audio file)

This was a presentation. NO ACTION was required.

ACCOUNTS PAYABLE**2020-0117 Accounts Payable from February 4, 2020, - February 17, 2020 - Approval**

The lists of Accounts Payable having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Accounts Payable from February 4, 2020, - February 17, in the amount of \$3,076,636.49

A motion was made by Trustee Milani, seconded by Trustee Healy, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

CONSENT AGENDA

Trustee Dodge requested that Item H. 2020 Distribution of Three Recreation Program Guides through 22nd Century Media be removed from the Consent Agenda for a separate vote.

Passed the Consent Agenda

A motion was made by Trustee Dodge, seconded by Trustee Healy, to PASS THE CONSENT AGENDA, including all the following items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0118 Payroll for February 7, 2020 - Approval

The lists of Payroll having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Bi-Weekly Payroll for February 7, 2020, in the amount of \$1,068,346.77

This matter was APPROVED on the Consent Agenda.

2020-0110 Aquatic Weed and Algae Control 2020-2022 - RFP 20-002 Award

On January 16, 2020, RFP 20-002 "Aquatic Weed and Algae Control 2020-2022" was issued by the Parks & Grounds Department. The RFP requested proposals from interested parties for aquatic weed and algae control of Village storm water basins for 2020 - 2022. The contract with the Village's previous aquatic weed contractor, ILM, concluded at the end of 2019.

The RFP was opened on January 30, 2020, with three (3) companies submitting proposals. The RFP report and bid tabulation are attached for reference. The RFP stated that the proposer shall provide a fixed cost per acre per year for the inspection and treatment of Scheduled Basins. The proposed per acre per year totals were as follows:

Clarke Aquatic Services, Inc.
2020 - \$479.00 per acre per year
2021 - \$479.00 per acre per year
2022 - \$495.00 per acre per year

McCloud Aquatics

2020 - \$724.06 per acre per year

2021 - \$724.06 per acre per year

2022 - \$745.78 per acre per year

Solitude Lake Management, LLC

2020 - \$1,500.00 per acre per year

2021 - \$1,546.00 per acre per year

2022 - \$1,594.00 per acre per year

The lowest qualified bidder was Clarke Aquatic Services, Inc. of St. Charles, IL. Staff contacted the three (3) references listed on Clarke's submittal. All references that were contacted had high praise for Clarke's services and credited the company with a strong quality of work and professionalism. As such, staff recommends awarding RFP 20-002 "Aquatic Weed and Algae Control 2020-2022" for the per acre per year price outlined above.

I move to approve to award RFP 20-002 "Aquatic Weed and Algae Control 2020 - 2022" in an amount not to exceed the annual budgeted amount for aquatic weed control to Clarke Aquatic Services, Inc. of St. Charles, IL.

This matter was APPROVED on the Consent Agenda.

2020-0124 Laptop and Personal Computers Replacements

The Information Technology (IT) Department and the Police Department IT staff presently support 392 personal computers and laptops. Of the existing inventory, 15% of these computers are over five years old, and 40% are out of warranty. Several of these computers are not compatible with the latest versions of the Microsoft Windows operating system software. Computer repairs take longer, are more expensive, and replacement parts may be scarce or unavailable especially since many computers are no longer covered under warranty. The plan to resolve this challenge is to implement a four-year computer replacement cycle. The goal of this plan is to purchase and replace a similar quantity of computers each fiscal year to level out the budget impact and minimize the operational impact. Computers to be replaced each year are determined by age, warranty expiration, and the requirements of the software applications installed on the devices. The specifications for the personal computers and laptops for this procurement will enable these devices to have a useful life of four years. This purchase includes a four-year Dell parts and labor warranty.

Staff chose to utilize the Midwestern Higher Education Compact (MHEC) cooperative purchasing contract through Dell Marketing LP., to procure these computers since it provided a 47.06% discount from list pricing with no added delivery charges. Staff did solicit quotes from other Dell resellers which confirmed that the MHEC contract provided the best value to the Village. The MHEC procurement rules require their technology contracts be awarded based upon a

competitive RFP process. MHEC followed this competitive RFP process prior to entering into the MHEC technology contracts.

I move to approve the purchase of nineteen (19) laptop computers and seventy (70) personal computers through the Midwestern Higher Education Compact (MHEC) cooperative purchase technology contract from Dell Marketing LP., at a cost not to exceed \$120,395.75.

This matter was APPROVED on the Consent Agenda.

2019-0855 Annual Traffic Signal Maintenance for Village/ State/County Roadways - Proposal

As part of the Village's intergovernmental agreements with the State of Illinois (State) and Cook County (County), the Village is responsible for shared costs of traffic signal maintenance on state and county roadways. The Village's cost is determined by the jurisdictional percentage of the intersecting streets. For instance, on 151st Street at LaGrange Road, the Village pays for 50% of the cost of maintenance due to 151st Street east and west being owned by the Village. The County utilizes the same formula for maintenance costs on shared jurisdiction roadways.

Additionally, the Public Works Department contracts out the maintenance for thirteen (13) village-owned traffic control signal systems. The Village has traditionally utilized the same contractor that is selected through the bid process by the State and the County to perform maintenance on the village-owned signals.

The contractor selected by both the State and the County for 2020 is Meade Electric of McCook, IL (Meade). Meade has performed this work for the State, County, and Village for many years. Meade has submitted the attached service agreement for 2020 including a proposed rate of \$177 per intersection each month.

Staff recommends renewing the contract for 2020. The service agreement provides the same timeframe and similar level of maintenance service that Meade provides under the State and County agreements. The cost of repairs due to damage or failure is above and beyond the scope of this proposal and is determined on a case by case basis.

I move to approve the 2020 expenditures to the State of Illinois for traffic signal maintenance on shared State roadways;

And,

To approve the 2020 expenditures to the Cook County Highway Department for traffic signal maintenance on shared County roadways;

And,

To waive the bid process for village traffic signal maintenance service;

And

To accept the proposal from Meade Electric Company, Inc. of McCook, Illinois, for traffic signal maintenance for the thirteen (13) village-owned traffic signals at a cost not to exceed the Board approved budgeted amount for 2020.

This matter was APPROVED on the Consent Agenda.

2020-0128 Disposal of Village Equipment (Online Auction) - Public Works, Parks & Grounds and Recreation Departments - Ordinance

The Village's Public Works Department is requesting that the Village declare the following equipment described below, and in the attached ordinance, as surplus property and dispose of through Public Surplus.com (online auction). These items are no longer necessary or useful for the Village of Orland Park.

One (1) used 2008 FORD F450 Dump truck with plow and salt spreader, serial #1FDXF46Y08EB84707 with 64,549 miles and 5,593 engine hours

One (1) used 2004 STERLING LT 8500 dump truck with a snow plow, serial# 2FZHAWDC84AM51858 with 43,633 miles and 3,392 engine hours

One (1) used Precor treadmill, model TRM833. The serial number is AMWZH24110030

One (1) used Precor Treadmill, model TRM833. The serial number is AMWZH24110059

One (1) used Precor Treadmill, model TRM833. The serial number is AMWZH24110034

One (1) used Cybex ArcTrainer elliptical, model 600A. The serial number is Y07-08600A951410296

One (1) lot of replacement Miller Plasma cutter parts that consists of

2-#171263 lead insulators

3-#169216 shield cups

5-#174035 stop guide sleeves

6-#132657 standoff guides

6-#169232 oring-ice-40c/50c/55c

10-#169212 normal cutting tips

10-#174034 55amp cutting tips

11-#169215 swirl rings 55 amp

11-#173895 extended 55 amp cutting tips

14-#169214 extended 55 amp ICE tips
18-#169213 gouging cutting tips

In order to legally dispose of municipal property, the village must adopt an ordinance that describes the items to be sold.

In the event that two (2) attempts have been made to sell said property, and that no bids have been received equal to the minimum price, the property shall be either donated or scrapped as determined by the Village Manager.

I move to pass Ordinance Number 5482, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was PASSED on the Consent Agenda.

2020-0127 Automatic Vehicle Locator System Services - Payment

In October 2012, the Village Board approved the purchase of an Automatic Vehicle Locator (AVL) system provided by Precise Mobile Resource Management LLC (Precise MRM) to be installed on all Village vehicles, with the exception of the Police Department. Initiated in two phases, the first phase of the system was for twenty-two (22) Village vehicles and equipment. In 2013, the second phase was approved for the purchase and installation in an additional seventy (70) Village vehicles and equipment. Following the initial phases, additional types of hardware have been purchased and installed throughout the fleet. The AVL system has provided greater accountability for Village assets and also improved snow operations tremendously over the past nine (9) years. Supervisors have the ability to track as many as 137 units throughout the year including contracted snow removal service companies. The system has an annual network access fee per asset in addition to monthly charges that range in cost dependent on preset reporting intervals while in use. For example, staff temporarily increases the speed of tracking prior to a snow event in order to provide real-time snow fleet data and better determine where additional snow clean-up is needed.

Staff recommends continuing to utilize the current system provided by Precise MRM with an anticipated cost of \$28,000.00 this fiscal year.

I move to waive the bidding process;

And,

To approve the 2020 expenditures to Precise MRM LLC of Burnsville, Minnesota for the annual network access fees, support and monthly tracking fees for an amount not to exceed \$28,000.00.

This matter was APPROVED on the Consent Agenda.

2020-0083 Extension of Lease with Southwest Community Concert Band, an Illinois Not-For-Profit Corporation

On February 19, 2018, the Village entered into a lease for certain space within the Landlord's Cultural Arts Center for use by the Southwest Community Concert Band. This lease will expire on February 19, 2020. The Band does not pay rent, but they do offer free concerts to the community.

Staff is recommending a two-year lease extension with the Band, to February 19, 2022.

I move to approve the extension of the lease with Southwest Community Concert Band until February 19, 2022.

This matter was APPROVED on the Consent Agenda.

2020-0115 Amusement Device Operator's License - Additions

There have been two (2) requests for an Amusement Device Operator's License. The first is from Namco USA, Inc. d/b/a Pac-Man Zone located at 600 Orland Square Drive. The second is Armaga VR, Inc. d/b/a Armaga VR located at 424 Orland Square Drive.

Both locations will be staffed during operating hours and will be offering items for retail sale in addition to the amusement devices.

With the addition of two (2) Amusement Device Operator's License to the Village, the total active licenses will be twenty-three (23). Currently, the Village Code 7-6-2(B) allows twenty-five (25) licenses in the Village.

I move to approve the addition of an Automatic Amusement Device Operator's License for both Pac-Man Zone and Armaga VR.

2020-0116 South Suburban Mayors and Managers Association - Annual Dues

The SSMMA is an intergovernmental agency providing technical assistance and joint services to 45 municipalities representing a population of nearly 700,000 in Cook and Will Counties. SSMMA members work cooperatively on transportation, legislation, land use, economic development, recycling, purchasing, stormwater, and open space planning, infrastructure, human resources, public safety, and housing issues. The Village has been members since approximately 1991.

The 2020 membership dues and dinner meeting assessment for 2020 total \$27,109.00.

I move to approve payment of the 2020 annual dues for South Suburban Mayors and Managers Association in the amount of \$27,109.00.

This matter was APPROVED on the Consent Agenda.

2019-0783 2020 Distribution of Three Recreation Program Guides through 22nd Century Media

The Recreation Department would like to enter into an agreement with 22nd Century Media to distribute the Summer and Fall 2020, and the Winter/Spring 2021, Recreation Program guides to the residents of Orland Park via the Prairie newspaper.

The partnership with 22nd Century Media is projected to save \$3,736.01 from the \$21,700 budgeted amount while increasing circulation from an average of 26,685 per publication to an estimated circulation of 27,155 (as of January 13, 2020).

The Recreation department budgeted \$12,468.58 on marketing with 22nd Century Media in 2020. These funds are allocated in 010-9450-442300 (Ads & Publications) as well as in 010-9450-460140 (Printing & Stationary). 22nd Century Media will provide equivalent value (dollar to dollar of the brochure distribution costs) in advertising for specific special events and Sportsplex specials.

Trustees Dodge and Calandriello had questions. (refer to audio)

Village Manager Koczwara responded to their questions. (refer to audio file)

I move to approve the distribution of the three 2020 recreation program guides through 22nd Century Media for a cost not to exceed \$21,700.

A motion was made by Trustee Dodge, seconded by Trustee Calandriello, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

PUBLIC SAFETY**2020-0120 Intergovernmental Agreement - Sharing of Police Services, Equipment, and Resources - Approval**

The Police Department is seeking approval to share police services, equipment, and resources in order to form a joint task force to perform enhanced enforcement within their communities to address the recent increase in car related thefts in the south suburbs and in particular Orland Park, Tinley Park, Midlothian, Orland Hills and Oak Forest.

Resident Jack Craven addressed the Board and had questions regarding vandalism. (refer to audio file)

Police Chief Timothy McCarthy responded to resident Jack Craven and had additional comments. (refer to audio file)

Trustees Milani and Healy had comments. (refer to audio file)

Trustee Dodge had comments and questions. (refer to audio file)

Chief McCarthy responded to Trustee Dodge. (refer to audio file)

Trustees Fenton, Calandriello, Katsenes and President Pekau had comments. (refer to audio file)

I move to pass Resolution No. 2001, entitled: A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF ORLAND PARK, THE VILLAGE OF TINLEY PARK, THE VILLAGE OF MIDLOTHIAN, THE VILLAGE OF ORLAND HILLS AND THE CITY OF OAK FOREST FOR THE SHARING OF POLICE SERVICES, PERSONNEL, EQUIPMENT AND RESOURCES;

And,

Move to authorize the Village President to execute the agreement upon approval of the Board.

A motion was made by Trustee Nelson Katsenes, seconded by Trustee Milani, that this matter be PASSED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

FINANCE

2020-0002 NIMEC Renewal Approval - Village-owned Accounts

In 2007, the State of Illinois deregulated its electricity market. Prior to that, Com Ed both generated and delivered electrical power to residential and commercial customers. Upon deregulation, Com Ed was required to transfer ownership of its nuclear reactors to its parent company, Exelon, and the State of Illinois began allowing other energy generators to compete with Exelon. Com Ed continues to deliver power to residential and commercial customers, regardless of what supplier generates the power.

Since 2007, the Northern Illinois Municipal Electric Cooperative (NIMEC) has been providing electricity procurement services to the Village of Orland Park. NIMEC is a cooperative of approximately 170 total members, consisting of 123 northern Illinois municipalities and 47 park districts, water districts and libraries.

The collective volume of the buying collaborative (\$15 - \$20 million/year) allows NIMEC to negotiate rates that are lower than what an individual municipality could negotiate on their own. Currently, NIMEC's member retention rate since inception is almost 99%.

Currently, NIMEC obtains bids for twelve (12) of the Village's largest Com Ed accounts, including the main water pump station, two (2) lift stations, the Sportsplex, CPAC, Civic Center and John Humphrey Complex and five (5) large street light accounts. The current energy provider for the non-street light accounts is Dynegy Energy Services; the current energy provider for the street light accounts is Constellation New Energy. The contract for the seven (7) non-street light accounts expires in May 2020, the contract for one (1) of the street light accounts expires in July 2020 and the contract for the other four (4) street light accounts expires in July 2021.

NIMEC is scheduled to obtain bids for the Village's seven (7) non-street light accounts on March 3, 2020. Staff is requesting that the Board approve a resolution authorizing the Village's continued participation in the NIMEC and also authorizing the Village Manager to approve a contract with the lowest bidder based on the results of the March 3, 2020 bid, as well as the bid for the other expiring contracts that will take place later in the year.

President Pekau had comments and questions. (refer to audio file)

Finance Director Mampe responded to President Pekau. (refer to audio file)

Sharon Durling from NIMEC gave a brief presentation. (refer to audio file)

Trustee Dodge and President Pekau had comments. (refer to audio file)

I move to pass Resolution No. 2002, entitled: A RESOLUTION AUTHORIZING THE PARTICIPATION IN THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE (NIMEC) AND AUTHORIZING THE VILLAGE MANAGER TO APPROVE CONTRACTS WITH THE LOWEST COST ELECTRICITY PROVIDER BASED ON BIDS RECEIVED DURING 2020 BID PERIODS

A motion was made by Trustee Healy, seconded by Trustee Dodge, that this matter be PASSED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

BOARD COMMENTS

Trustees Fenton, Dodge, Calandriello, Healy, Katsenes, Milani and President Pekau had Board comments. (refer to audio file)

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) setting a price for sale or lease of village property; d) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

A motion was made by Trustee Fenton, seconded by Trustee Calandriello, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Calandriello, Healy, Katsenes, Milani and President Pekau were present.

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) setting a price for sale or lease of village property; d) pending litigation against, affecting or on behalf of the village or when found by the board that such action is probable or imminent.

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

ADJOURNMENT: 8:45 P.M.

A motion was made by Trustee Fenton, seconded by Trustee Nelson Katsenes, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

2020-0139 Audio Recording for February 17, 2020 Board of Trustees Meeting

NO ACTION

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk