

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, July 16, 2012

7:00 PM

Village Hall

Board of Trustees

Village President Daniel J. McLaughlin

Village Clerk David P. Maher

*Trustees, Kathleen M. Fenton, Brad S. O'Halloran,
James V. Dodge, Jr., Edward G. Schussler, Patricia Gira and Carole Griffin Ruzich*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:07 PM

Trustee O'Halloran was present via telephone due to being away for business.

Present: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira and Trustee Griffin Ruzich

Absent: 2 - Trustee Dodge and President McLaughlin

MAYOR PRO TEM

I move to approve Trustee Fenton act as Mayor Pro Tem for this meeting due to the absences of President McLaughlin and Trustee and Mayor Pro Tem Dodge.

A motion was made by Trustee Gira, seconded by Trustee O'Halloran, that this matter be APPROVED. The motion carried by the following vote:

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

VILLAGE CLERK'S OFFICE**2012-0421 Approval of the July 2, 2012 Regular Meeting Minutes**

The Minutes of the Regular Meeting of July 2, 2012, were previously distributed to the members of the Board of Trustees. President McLaughlin 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 July 2, 2012.

A motion was made by Trustee Gira, seconded by Trustee O'Halloran, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Trustee O'Halloran, Trustee Schussler, and Trustee Gira

Nay: 0

Abstain: 2 - Trustee Fenton and Trustee Griffin Ruzich

Absent: 2 - Trustee Dodge and President McLaughlin

CONSENT AGENDA**Passed the Consent Agenda**

A motion was made by Trustee Gira, seconded by Trustee Griffin Ruzich, 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: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

2012-0423 Payroll - 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 June 22, 2012 in the amount of \$1,031,491.45.

This matter was APPROVED on the Consent Agenda.

2012-0424 Accounts Payable - 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 July 3, 2012 through July 16, 2012 in the amount of \$1,402,786.98.

This matter was APPROVED on the Consent Agenda.

2012-0344 2012 Budget Adjustments - Approval

A detailed spreadsheet (by fund) of budget adjustments was attached to the Board packet showing an overall decrease in revenues of \$24,573 and an overall increase in expenditures of \$25,470,536. The General and Recreation and Parks Funds have equal adjustments in revenue and expenditures due to the transfer of funds from the Stabilization Fund for staffing changes. The General Fund adjustment to revenues and expenditures is \$90,765 and the adjustment for the Recreation and Parks Fund is \$180,678. The remaining adjustments are as follows.

The remaining adjustments to revenues are due to the following:

-- Reduce the operating transfer to the Capital Improvement Fund in the amount of \$2,648,008. This operating transfer was from the land.

--Increase the operating transfer to the Home Rule Sales Tax in the amount of \$2,351,992 for previous transfers to the Capital Improvement Fund for the funding

of the purchase of Main Street Triangle property. As noted above, an operating transfer recorded as revenue of the Capital Improvement Fund did not need to occur as this transaction was instead set up as a loan from the Home Rule Sales Tax Fund to the Main Street Triangle TIF Fund.

--Increase the Water & Sewer Administrative Fee in the General Fund due to the transfer of personnel previously charged to the Water & Sewer Fund to the Development Services Department.

--Increase the operating transfer to the Recreation & Parks Fund to cover the transfer of personnel to the Recreation Department that were previously charged the General Fund Administration Department.

The remaining increase in expenditures is due to the following:

--Reduce transfer of funds from the Home Rule Sales Tax Fund to the Capital Improvement Fund in the amount of \$2,648,008 for the funding of the purchase of Main Street Triangle property.

--Increase transfer of funds from the Capital Improvement Fund to the Home Rule Sales Tax Fund in the amount of \$2,351,992 for the funding of the purchase of Main Street Triangle property.

--Increase the Open Lands budget in the amount of \$400,000 for the purchase of the Pebble Creek property. The funding source for this expenditure increase fund balance available in the Open Lands Fund.

--Decrease in personnel costs in the Civic Center Fund and Water and Sewer Fund in the amounts of \$51,437 and \$111,053, respectively.

--Line of credit interest for project funding in the Main Street Triangle area in the amount of \$257,600. The funding source for this expenditure will be a loan to the Main Street Triangle TIF Fund from the Home Rule Sales Tax Fund. This loan will eventually be repaid as the TIF begins generating increment and/or as the project begins generating revenues that will be shared with the Village as per the terms of the Redevelopment Agreement.

--Redevelopment project costs in the Main Street Triangle area in the amount of \$25,000,000. This expenditure will be funded by a line of credit established with Fifth Third Bank as previously approved by the Board and in accordance with the Board approved Redevelopment Agreement between the Village and Metra Triangle FC. This line of credit will be reflected as a liability of the Village; therefore, no offsetting revenue adjustment is required. The Redevelopment Agreement also provides the opportunity for the Village to "recoup" this expenditure thru the sharing of profits and value from the project.

I move to approve decreasing the FY2012 revenue budget by \$24,573 and

increasing the FY2012 expenditure budget by \$25,470,536.

This matter was APPROVED on the Consent Agenda.

2012-0400 2011 Annual Treasurer's Report - Approval

The 2011 Annual Treasurer's Report must be filed with the Village Clerk as required by statute on or before June 30, 2012. A copy of this report is attached for your information. The statutory requirements regarding the publication and filing of this report with the Treasurer and Clerk of Cook and Will Counties will also be completed.

I move to approve the filing of the Annual Treasurer's Report.

This matter was APPROVED on the Consent Agenda.

2012-0401 IOC Local Debt Recovery Program - Approval

Public Act 097-0632, signed into law in December 2011, created the Local Debt Recovery Program that allows the Illinois Office of the Comptroller (IOC) to enter into Intergovernmental Agreements with units of local government to assist in the collection of unpaid debts due to the local government. Prior to the IOC issuing a state tax refund, commercial payment, state payroll check, or lottery check, the amount owed to the local government, plus an administrative fee, will be deducted from the payment and deposited in the Comptroller's Local Debt Recovery Trust Fund. The debtor will be provided with written notice of the action and has 60 days to protest the deduction. If no protest is made or the protest is denied, the amount owed is transferred to the local government.

In February 2012, when the IOC launched this program, the Village submitted a test file of over 19,000 outstanding parking tickets that the IOC matched against income tax refunds, commercial payments, state payroll checks and lottery payments. Please see the attached for the results of this analysis. In summary, approximately 2,800 of the records submitted matched against payments made to the debtors, providing an offset amount (amount that would have been paid to the Village) of approximately \$472,000.

Staff recently attended a two day training seminar offered by the IOC on the program requirements and implementation process. One of the requirements for implementation is the approval of the attached Intergovernmental Agreement between the Village and IOC. Once the Board approves the IGA, implementation will begin. As part of the implementation process, staff will determine which categories of debts due to the Village that we will submit for possible collection. Categories that we can submit include outstanding parking tickets, red light violations, water bills, and miscellaneous accounts receivable that have not been lienied. Once a debt is submitted to the IOC, the debt remains outstanding for a period not to exceed 7 years (from the initial date of issuance of the debt).

Staff is requesting that the Board approve this IGA so that implementation can occur well in advance of the next income tax refund season.

I move to approve the Intergovernmental Agreement By and Between the Illinois Office of the Comptroller and the Village of Orland Park Regarding Access to the Comptroller's Local Debt Recovery Program.

This matter was APPROVED on the Consent Agenda.

2012-0408 Network Server Replacements - Bid Award

Bids were received and opened on June 26, 2012 at 11:00 a.m. for new IBM xSeries servers for the Village computer network. Eight bids were opened and Elarasys Worldwide LLC of Elgin, Illinois was low bidder at a price of \$16,591.00. The bid range was \$16,591 to \$22,316.

These three servers are part of a server refresh program and will replace 3 aged systems that have reached end of life. One server is the main Class - Recreation Program Registration server that houses the main Class database, as well as serving web site based registration information to customers. One is for credit card processing. The last one is for the new Innoprise Customer Citizen Access Server that will host a web based application allowing residents and businesses to interact with the Village more efficiently with such applications as on-line bill payment, building permits and vehicle stickers.

IBM servers were specified because they work very well with our existing systems, integrate with existing IBM products and are very competitively priced with other business class servers.

Staff is recommending the purchase of three IBM xSeries servers from the low bidder, Elarasys Worldwide LLC of Elgin, Illinois.

I move to approve the purchase of IBM Servers from Elarasys Worldwide LLC at the lowest bid amount of \$16,591.00.

This matter was APPROVED on the Consent Agenda.

2012-0394 Copier/Printer Maintenance

The Recreation Department copier maintenance agreement with Gordon Flesch Company, Inc. for the Sharp MX5500 copier/printer was previously an annual, prepaid, base rate contract. The rate was based on an estimate of usage and though some years Village usage exceeded that rate, last year usage fell beneath the rate. When copies exceeded the amount, a per copy charge was applied, but when usage fell beneath the rate there was no credit for the underutilization.

When faced with an increase in the annual amount, staff reviewed options for service. The only other company that services this machine is Gateway who handles several other Village copiers. A quote was requested through Gateway

and although their black and white copy charges were less, their color per copy charges exceeded that of Gordon Flesch. The color copying is predominantly used on this machine, so the Gateway price was significantly higher.

The structure of pricing was reviewed with Gordon Flesch and it was determined that by moving to a quarterly, per image rate contract based on actual usage a savings could be realized. The per image rates are \$.0103 per black image and \$.0578 per color image. The contract would be in an amount not to exceed the 2012 budgeted amount of \$5,994. The total estimate for copier utilization in 2012 is \$5,700 based on the 2011 utilization. In addition, the first five months of this year were pre-paid as part of the current agreement with Gordon Flesch.

I move to approve the Copier/Printer Maintenance Contract change with Gordon Flesch Company, Inc. from an annual base rate contract to a quarterly per image rate contract, not to exceed the budgeted amount of \$5,994, with an option to renew for one year increments thereafter not to exceed an annual increase of 5%.

This matter was APPROVED on the Consent Agenda.

2012-0403 Special Recreation Fundraiser - Product Payment Approval

The Special Recreation program, in cooperation with the Knights of Columbus, is participating in a fundraiser with proceeds going toward Special Recreation programs. The fundraiser consists of selling Tootsie Roll containers filled with miniature Tootsie Rolls. The total cost of the Tootsie Rolls provided to Special Recreation for the fundraiser is \$6,000.00

Special Recreation staff anticipates a profit/donation of approximately \$8,000.00 - \$9,000.00 for sales that will benefit the Special Recreation program.

Staff is requesting approval of payment to the Knights of Columbus in the amount of \$6,000.00 for fundraiser product.

I move to approve payment for fundraiser product to the Knights of Columbus in the amount of \$6,000.00.

This matter was APPROVED on the Consent Agenda.

2012-0435 14438 First Avenue Open Space Purchase - Ordinance

In June 2012, the Village Board expressed interest in purchasing the property located at 14438 First Avenue for the purpose of creating a public open space. Attached to this report is a purchase agreement with the property owner regarding the sale and purchase of the land. The purchase agreement is subject to the authorization ordinance.

The authorization ordinance is now before the Village Board for consideration.

I move to pass Ordinance Number 4746, entitled: AN ORDINANCE AUTHORIZING PURCHASE/EXCHANGE OF REAL ESTATE (LAWLER

PARCEL - 14438 FIRST AVENUE)

This matter was PASSED on the Consent Agenda.

2012-0437 Assignment of Contract to Alpha Construction - Approval

The Board previously approved awarding the 2012 Road Improvement Program to Alpha Construction Co. Alpha is in the process of a potential sale of its assets, including the Orland Park 2012 Road Improvement Program Contract, to D. Construction Co. The terms of the sale have not yet been finalized but we have been advised that the sale will take place in the near future. Therefore, Alpha has asked that the Village approve and execute the attached Consignment of Contract and Consent to Assign that would approve the sale, assignment, transfer and/or set over unto D. Construction Co., 1488 S. Broadway, Coal City, Illinois 60416 ("ASSIGNEE") all rights, title, interest, and obligations of that certain "Village of Orland Park 2012 Road Improvement Program" Contract, by and between The Village of Orland Park and Alpha Construction Company dated, June 6, 2012 (the "Contract").

I move to approve the Consignment of Contract and Consent to Assign transferring all rights, title, interest and obligations of the 2012 Road Improvement Program Contract between the Village of Orland Park and Alpha Construction Company to D. Construction Co., subject to final legal review.

This matter was APPROVED on the Consent Agenda.

DEVELOPMENT SERVICES AND PLANNING

2012-0431 Ninety 7 Fifty on the Park - Com Ed Easement for 9750- Indemnification Agreement

This agreement establishes Flaherty & Collins as the entity responsible to incur the Metra-required easement costs and to provide appropriate insurance coverage for the permitting & installation of Com Ed electric service line on Metra-owned commuter station property. The indemnification agreement essentially transfers the responsibility of the terms and conditions of the wireline easement to Flaherty & Collins.

This is now before the Village Board for consideration and to authorize execution of the amended agreement.

I move to pass Ordinance Number 4747, entitled: ORDINANCE APPROVING AND AUTHORIZING EXECUTION OF USE AND INDEMNIFICATION AGREEMENT (METRA WIRELINE EASEMENT FOR BENEFIT OF 9750 ON THE PARK PROJECT).

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

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

PARKS AND RECREATION

2012-0425 Plumbing at Franklin Loebe Center (FLC) Multipurpose Rooms

The FLC plumbing work for the renovation of the former office space was completed by Park Plumbing. The original scope of work contemplated only minor plumbing additions needing to be done by an outside contractor in the new multipurpose classrooms. The Village purchased all the materials for the work and Park Plumbing provided their services on an hourly rate which was reduced to allot employees' hours between regularly scheduled jobs.

After further review of the plans by the Building Division, it was determined that the requirements for classrooms as it relates to restroom facilities necessitated the addition of a second restroom. The original plan prepared by the architect contemplated these rooms being considered "multi-purpose" but when the space is primarily for classroom use the additional restroom is required.

The scope of Park Plumbing was significantly expanded to perform the additional work and connect the old plumbing with the new. Park Plumbing was already on the job when the additional work was required and was asked to provide the service to expedite completion.

The item was not reviewed by Committee as the contractor performed the required work immediately.

I move to approve waiving the bid and awarding the work performed to Park Plumbing of Orland Park

and

I move to approve payment in the amount of \$14,200 to Park Plumbing.

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

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

2012-0426 Centennial Aquatic Center Pool Pumps

The new pool pumps at Centennial Pool were installed on June 16, 2012 by Controlled Environmental Systems of Orland Park. Pumps were delivered later than expected due to a manufacturer back log. As the installation began, staff

observed that the pumps were too long to allow for the discharge lines. Specifications for the pumps were taken off the original set of prints for the facility, however it was discovered that the pits were not actually built to specifications.

The change in length required that the base of the pumps be elevated and piping be fabricated for the discharge lines in order to allow for the removal of the strainer baskets for cleaning. The extra cost for this work includes material and labor to configure the pumps for an appropriate fit. Much of the work had to be completed after the pool was closed, thus requiring overtime charges.

All of the affected pumps are up and running at this time. Centennial Park Aquatic Center has eleven (11) pumps in total. Six (6) pumps have now been replaced since 2011 and the other five (5) pumps will be scheduled for replacement in the coming two years. The replacement is critical to keeping the pool operating efficiently.

I move to approve to approve a budget adjustment in the amount of \$15,814.72.

And

I move to approve the payment to Controlled Environmental Systems of Orland Park in the amount of \$15,814.72.

A motion was made by Trustee Gira, seconded by Trustee O'Halloran, that this matter be APPROVED. The motion carried by the following vote:

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

2012-0434 Orland Park Public Library Request for Surplus Property

The Village received a request that was outlined in the attached letter in the Committee packet from the Orland Park Public Library. The Library is seeking to utilize the letters from the remaining signage on the buildings owned by the Village at the northeast corner of 143rd and LaGrange Road. They plan to utilize letters as artwork to decorate the new teen area of the library.

No specific words would be written for this project; the 3D artwork displays individual letters on the wall. The library originally requested only four letters, however one of those letters is damaged and there are several signs that are surplus in that area. Should the Board approve the donation, Village staff will work with the library to determine which letters might be of interest for the project.

I move to approve declaring the letters from signage at Village-owned buildings at the northwest corner of 143rd and LaGrange Road as surplus

And

I move to approve a donation of letters to the Orland Park Public Library for use in the 3D art exhibit in the teen area.

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

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

NON-SCHEDULED CITIZENS & VISITORS

Resident Terrence Camodeca spoke before the Board regarding his food pantry project with the Orland Township. In August, a carwash fundraiser will take place.

He thanked the Orland Park Police Department for the call he received at 2:30 AM to report there was a car-jacking in the area. This is what keeps the Village a safe place to live.

Mr. Camodeca requested that if a vacancy occurs on the Public Arts Commission, he would like to be considered to be placed on that commission.

Mayor Pro Tem Fenton informed Mr. Camodeca that if he was interested in filling a vacancy on any of the commissions, he would have to write a letter to President McLaughlin with that request.

BOARD COMMENTS

TRUSTEE SCHUSSLER - reminded everyone that this weekend the Village along with the Orland Park Area Chamber of Commerce together will host The Fine Art Fair 2012. This Event will take place on Saturday and Sunday, July 21 and 22 from 11 AM to 5 PM at the Orland Park Crossing shopping center.

MAYOR PRO TEM FENTON - Thanked staff for the wonderful 4th of July events. The fireworks were spectacular as was the entertainment.

ADJOURNMENT - 7:22 PM

A motion was made by Trustee Gira, seconded by Trustee Griffin Ruzich, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 5 - Trustee Fenton, Trustee O'Halloran, Trustee Schussler, Trustee Gira, and Trustee Griffin Ruzich

Nay: 0

Absent: 2 - Trustee Dodge and President McLaughlin

/nm

APPROVED:

Respectfully Submitted,

David P. Maher, Village Clerk