

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, January 16, 2017

7:00 PM

Village Hall

Board of Trustees

Village President Daniel J. McLaughlin

Village Clerk John C. Mehalek

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Patricia Gira,
Carole Griffin Ruzich, Daniel T. Calandriello, and Michael F. Carroll*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 PM.

Present: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll and President McLaughlin

VILLAGE CLERK'S OFFICE**2017-0039 Approval of the January 3, 2017 Regular Meeting Minutes**

The Minutes of the Regular Meeting of January 3, 2017, 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 January 3, 2017.

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

CONSENT AGENDA**Passed the Consent Agenda**

A motion was made by Trustee Dodge, seconded by Trustee Carroll, 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 Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

2017-0028 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 December 29, 2016 in the amount of \$1,087,766.80.

This matter was APPROVED on the Consent Agenda.

2017-0029 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 January 4, 2017 through January 16, 2017 in the amount of \$3,817,674.36.

This matter was APPROVED on the Consent Agenda.

2017-0004 Apple iPad Upgrades and Redeployment

In 2011, Apple iPads (Gen 1) were introduced to Village of Orland Park Officials and Staff in an effort to go paperless and digitalize whenever possible. The successful deployment effort and now six years later, as part of the High Performance Organizations initiative, this equipment has become less effective for the users. Today's technology advancements and demands (VPN, Email, Mobile Tethering for field workers) on the processor and memory of these old devices has exceeded the capability of these older tablets. The Apple iPad Pro tablets will provide upgraded processors and sufficient memory space for users.

The older Apple iPads (Gen 1) will be repurposed for lighter duty applications and web based activities, such as calendar schedule displays for conference rooms, entry level devices and training purposes for some staff, and access to web based internal and external Village ticketing services from Wi-Fi hotspots across Village facilities.

I move to approve the purchase of fourteen (14) Apple iPad Pro tablets from CDW Government in an amount not to exceed \$8,134.56.

This matter was APPROVED on the Consent Agenda.

2017-0012 Freedom of Information Management System

The Village Public Information Office (PIO) has been using WebQA, Inc.'s; GovQA a web based application since 2016. The application has improved the staff's ability to monitor, track, and reporting FOIA requests.

The application has improved the response time as noted below and allows for more complete, consistent and accurate reporting results.

There have been a total of 1,389 requests received since January 1, 2016. Of those requests, 1,326 have been processed using the WebQA/GovQA FOIA web based application service. The remaining 63 requested were processed manually before the application was in use in 2016.

WebQa/GovQa FOIA service metrics:

- A total of 147 Commercial requests have been received with the average

close time of 16.04 days. (21 business days are allowed)

- A total of 1,179 Non-Commercial requests have been received with the average close time of 2.15 days. (5 business days are allowed)

I move to approve the funding of the FOIA application GovQA Invoice Number 1134-161201, out of Woodridge, IL in an amount not to exceed \$7,500.

This matter was APPROVED on the Consent Agenda.

2017-0010 Courier Service Contract - Approval

The Finance Department currently uses Dunbar Armored for courier services. Proposals were recently requested from Garda, Dunbar Armored, Brinks, and Loomis for transportation of bank deposits for a three-year period. The quotes for the three years of courier services are as follows:

- Dunbar Armored - \$8,822 plus fuel surcharge for year 1 and a 5% increase in years 2 and 3 (includes Orland Park Health & Fitness Center)
- Brinks - \$9,407 plus fuel surcharge for years 1 through 3 (does not include Orland Park Health & Fitness Center)
- Garda - Declined
- Loomis - Declined

Based on the price quotes, staff recommends that we continue with Dunbar Armored for a three year period.

I move to approve Dunbar Armored for a three-year contract.

This matter was APPROVED on the Consent Agenda.

2017-0013 Alternative Fuel Program - Approval

For many years, the Village Board has pursued green initiatives in an effort to promote sustainability. One of these efforts includes the implementation of renewable energy and efficiency initiatives. With regards to fleet vehicles, the Village Board has consistently approved the purchase of fuel efficient vehicles such as the Ford Focus & Escape which run on regular gasoline. Additionally, the Village purchases bio-diesel to fuel diesel engine vehicles and equipment (bio-diesel is more fuel efficient than gasoline). However, due to the continually rising cost of fuel and the international emphasis on reducing carbon emissions, the Village continues to evaluate various alternative fuels that may enable our fleet to be more efficient while producing lower overall emissions that reduce our negative impact (carbon footprint) on the environment.

Over the past year, staff has evaluated a number of alternative fuel options including propane gas and compressed natural gas (CNG) and it has been determined that propane is the most efficient. Propane gas, also known as Liquefied Petroleum Gas (LPG) and Propane Autogas, has been used worldwide as a vehicle fuel for decades. Interest in propane as an alternative transportation fuel stems mainly from its domestic availability, high-energy density, clean-burning

Qualities and relatively low cost. It is the world's third most common transportation fuel and is considered an alternative fuel under the Energy Policy Act of 1992.

Propane is stored onboard a vehicle in a tank that is pressurized to roughly 150 pounds per square inch-about twice the pressure of an inflated truck tire. Under this pressure, propane becomes a liquid with an energy density 270 times greater than the gaseous form. Propane has a higher octane rating than gasoline, which reduces instances of engine knock. However, propane has a lower BTU rating than gasoline, so it takes more propane fuel to drive the same distance. Propane is less expensive than regular fuel and its clean burning characteristics allow the vehicle engine to have an increased service life.

In 2015, the Village was approached by Alternative Fuel Supply (AFS), LLC of Schaumburg, Illinois, a Liquid Propane Gas provider, regarding an alternative fuel program. The turnkey program would reduce the Village's need and dependence on gasoline and provide the Village an immediate return on investment with little upfront cost. Staff evaluated AFS and in order to provide a reasonable comparison, compared their proposal to other organizations. The City of Springfield, IL, recommended staff to engage in conversations with ICOM, LLC. ICOM is strictly a conversion kit company that partners with a liquid propane fueling company (Heritage FS) to provide a similar program.

Staff compared each of the companies' proposals and evaluated the options for the Village.

Option 1: Alternative Fuel Supply, LLC

- AFS would absorb nearly all of the upfront infrastructure and conversion costs. The cost to Village will be \$22,000.
- Cost of fuel would be higher than other company but fixed. Cost of propane will be 50 cents less than regular gasoline.
- 42 vehicles within the police department, which has highest gasoline usage, would be converted.
- Village would realize immediate savings.

Option 2: ICOM & Heritage FS, Inc.

- Village to absorb infrastructure and conversion costs.
- Village to work with separate propane provider with an approximate cost of \$30,000.00 which does not include installation cost. Total costs would be \$239,850.00.
- Fuel is less expensive, but would fluctuate based on "Current Fill Price" and as market conditions change.

Due to the minimal upfront cost to the Village and the near immediate return on investment, staff recommends beginning negotiations with AFS, LLC to design an Alternative Fuel Program that best fits the Village needs.

I move to approve authorizing Village staff to proceed with alternative fuel program/implementation negotiations with Alternative Fuel Supply, LLC (AFS) of Schaumburg, IL.

This matter was APPROVED on the Consent Agenda.

2017-0011 Civic Center Emergency Boiler Repair - Proposal

The Civic Center uses two redundant boilers that provide heat to the facility during the winter months. During a recent inspection, staff discovered that one of the two 28-year-old boilers was leaking water. The boiler was immediately taken off-line to be evaluated.

Staff contacted Cleaver Brooks of Elk Grove Village, IL, the original manufacturer of the boiler, to evaluate the boiler leak. Cleaver Brooks found that one of the internal water tubes was cracked and needed to be repaired in order to successfully operate the boiler.

Two proposals for repair work were received by staff. Hudson Boiler & Tank Co. of Lockport, IL submitted a proposal for \$5,294.00 to complete the repair work and Cleaver Brooks of Elk Grove Village, IL submitted a proposal for \$7,398.00. Based on the proposals submitted, staff contracted with Hudson Boiler & Tank Co. of Lockport, IL to perform the emergency repair work for \$5,294.00.

The 28-year-old units are approaching the end of useful life. To sample the market with the anticipation of replacing the aged units in the future, staff solicited proposals for replacing the units. From the information received, replacement of the two boilers would range anywhere from \$65,000 to \$95,000. To provide some assurance that boiler repair made more fiscal sense than replacement, staff asked our energy performance contractors, CTS Group of Chicago, IL to offer their analysis of repair vs replacement of the boiler units. CTS confirmed that \$5,294 was an acceptable expense for repairs to this boiler and also mentioned that performing the repair now would allow the Village time to evaluate and select the appropriate replacement boilers in the future.

I move to approve a not-to-exceed payment of \$5,294.00 to Hudson Boiler & Tank Co. of Lockport, Illinois, for emergency boiler repair work performed at the Civic Center.

This matter was APPROVED on the Consent Agenda.

2017-0014 143rd Street Metra Station Stairs - Design Engineering Amendment - Proposal

The pedestrian platform located at the 143rd Street Metra station provides ADA compliant access for commuters from several directions. However, many pedestrians entering at the north end of the Metra station have continued to access the platform across a steep sloped grassy area between the pedestrian path and the platform. Staff has received calls from resident commuters

requesting the construction of stairs across this area to provide more convenient and safer access.

In June of 2015, staff contacted Metra and arranged an on-site meeting to discuss the concept of constructing stairs at this location and the various nuances of the project. In October of 2015, in response to Metra's feedback, the Village engaged Baxter and Woodman, Inc. of Mokena Illinois to deliver engineering and design services at a cost not to exceed \$13,840.00. A plan was prepared and submitted to Metra for review and permitting. Upon Metra's review of the submitted documents, additional revisions were requested. One of the requested revisions would involve the construction of an ADA compliant ramp adjacent to the proposed stairs. This requirement would raise the cost of construction to an impractical amount for the Village. In addition to the increased construction cost of this ramp and the associated retaining walls, introducing ramps into the proposed improvement resulted in the need for additional design and engineering.

Following several months of negotiation, Metra has recently agreed to construct the stairs and ramp, at their expense, contingent on the Village providing complete and approved engineering plans. To facilitate this contingency, staff requested an amended proposal from Baxter and Woodman for revised engineering documents including the adjacent pedestrian ramp and retaining walls.

An amended proposal was received from Baxter & Woodman, Inc. of Mokena, Illinois in the amount of \$23,500.00 for additional design and engineering. After reviewing the proposal, staff has determined that Baxter & Woodman would provide thorough and professional service along with continued valuable experience working with Metra on this project. As such, staff recommends approving the proposal from Baxter & Woodman for an amended amount not to exceed \$37,340.00 (\$13,840.00 plus \$23,500.00).

I move to approve accepting the proposal from Baxter & Woodman, Inc. of Mokena, Illinois for the 143rd Street Metra Station Stairs - Design Engineering Amendment, in an amended amount not to exceed \$37,340.00.

This matter was APPROVED on the Consent Agenda.

2017-0006 Silver Lake Country Club Water Main Break Emergency Repair - Payment

On December 6, 2016, staff responded to a water main break at the Silver Lake Country Club in the golf course near the intersection of 88th Avenue and 147th Street. Due to the water main's large 20-inch diameter size, its location and depth, the decision was made to engage Airy's, Inc. of Tinley Park, Illinois to assist with this emergency repair. The total cost for this work is \$5,638.15.

A contract is in place between the Village and Airy's, Inc. to perform this type of repair work on an emergency basis.

I move to approve the payment of \$5,638.15 to Airy's, Inc. of Tinley Park, Illinois,

for Silver Lake Country Club Water Main Break Emergency Repair.

This matter was APPROVED on the Consent Agenda.

2017-0005 Annual JULIE and Irthnet Assessment - Payments

The Joint Utility Locating Information for Excavators (JULIE), of Bedford Park, IL, is the One-call Locator System in Illinois which serves our area. JULIE was formed in August 1974, and initially only served Will County. Since December 1, 1980, JULIE has provided one-call service to the entire state with the exception of the City of Chicago. Effective July 1, 1991, a new law entitled "Illinois Underground Utility Facilities Damage Prevention Act" required all owners and/or operators of underground facilities to join JULIE. Our underground utilities include water, storm sewer, sanitary sewer, storm sewer, street lights, fiber optic, etc.

The JULIE, Inc. Board of Directors approved a new method for invoicing members that took effect January 2011. This billing method, successfully used by several other one-call industry centers, is designed to assist members with their annual budgeting and tracking processes.

In September, JULIE communities receive their Annual Contribution Assessment Notifications showing the number of tickets their organization received from July 1 through June 30 and their proposed cost for the upcoming year. In January of 2017, each member organization will receive an Annual Assessment Invoice based on the number of tickets processed during the previous year. The Village of Orland Park received its 2017 annual assessment of \$16,637.59 for 14,351 JULIE request tickets issued from July 2015 to June 2016.

To enhance staff's ability to process JULIE requests, the Village uses software purchased from Irth Solutions, LLC of Columbus, Ohio to receive, review, track, process and complete locate tickets using an online/web based format. Similar to the JULIE billing format, Irth Solutions also bills annually based on the number of software users and the anticipated number of processed tickets based on the prior year. Irth Solutions, LLC submitted a 2017 annual invoice for \$6,024.15.

I move to approve payment to JULIE Inc., of Bedford Park, IL for the Annual Assessment invoice of \$16,637.59;

And

Approve payment to Irth Solutions, LLC of Columbus, Ohio for their annual invoice of \$6,024.15.

This matter was APPROVED on the Consent Agenda.

2017-0007 KONE Elevator Maintenance Contract Amendment - Proposal

The U.S. Communities Government Purchasing Alliance (USCGPA) offers participating public agencies the ability to make purchases through existing, competitively solicited contracts between suppliers and public agencies. On December 1, 2014, the Village Board approved the Village's participation in a US Communities contract with KONE, a Corporation of Lombard, IL. for elevator maintenance services. KONE Inc. provides maintenance services to all of the elevators located in Village-owned facilities. The Village desires to amend the current maintenance service agreement to include the two elevators at the newly constructed parking structure and the single elevator servicing the recently acquired Orland Park Health & Fitness Center.

The single hydraulic elevator located at the Orland Park Health & Fitness Facility is currently under a maintenance agreement with Colley Elevator Co. of Bensenville, IL. After the review of the Colley Elevator service contract by the Village attorney, a letter was sent to Colley Elevator Co. cancelling the contract effective January 3, 2017. The hydraulic elevator located at the Orland Park Health & Fitness Center, 15430 West Avenue, Orland Park, IL. will be added to the Village's monthly billing at a rate of \$150.00/month (consistent with current elevator billing rate) effective January 3, 2017.

The two elevators servicing the newly constructed parking facility will also be added to the KONE agreement. All existing elevators that service Village facilities are classified as hydraulic elevators with solid state controllers. The two new KONE ECODisc traction elevators at the parking facility are a new technology with microprocessor controls, requiring a higher level of maintenance. Currently, both elevators are covered under the manufacturer's maintenance for 1-year following installation. The two KONE ECODisc elevators located at 9650 S.143rd Street, Orland Park, IL. will be added to the Village's monthly billing at a rate of \$285.00/per elevator/per month effective November 10, 2017.

I move to approve accepting the maintenance contract amendment from KONE Corporation of Lombard, IL for the single hydraulic elevator located at the Orland Park Health & Fitness Center at a billing rate of \$150.00/month effective January 3, 2017, and for the two KONE ECODisc elevators servicing the new parking deck at a monthly billing rate of \$285.00/per elevator/per month effective November 10, 2017.

This matter was APPROVED on the Consent Agenda.

2017-0015 Emergency Traffic Signal Controller Cabinet Replacement - Payment

On November 6, 2016, a two car accident within the intersection of 143rd Street and John Humphrey Drive caused major damage to the traffic light controller cabinet located at the intersection.

The controller cabinet is critical to the proper flow of intersection traffic and contains the relevant components and circuitry necessary to control the traffic signals in the immediate area.

To facilitate this work, the Police Department immediately contacted the Village's traffic signal electrical maintenance company, MEADE of McCook, Illinois to perform emergency repairs on the damaged controller cabinet.

The totally damaged cabinet was replaced with a new TS2 Eagle cabinet with full equipment.

I move to approve the payment to MEADE of McCook, Illinois for the emergency replacement of the traffic signal controller cabinet at the intersection of 143rd Street and John Humphrey Drive for a not-to-exceed cost of \$21,911.08.

This matter was APPROVED on the Consent Agenda.

2016-0825 108th Path Construction - 153rd Street to Jillian Road - Resolution

On January 3, 2017 the Village Board of Trustees approved the proposal from Christopher Burke Engineering, purchase of Wetland Mitigation credits and the payment of 20% of construction costs for the 108th path construction at 153rd Street to Jillian Road.

This is now before the Village Board for consideration of passage of a resolution.

I move to pass Resolution Number 1701, entitled: RESOLUTION AUTHORIZING FUNDING OF PUBLIC PATH EXTENDING ALONG 108TH AVENUE FROM JILLIAN ROAD TO 153RD STREET

This matter was PASSED on the Consent Agenda.

2016-0882 Village Code Amendments Title 5 Chapter 2 Section 8 Water fees - Ordinance

Last month, representatives from the Brighton Court Condominium Association appeared before the Village Board of Trustees requesting a fee waiver for their anticipated new lawn irrigation system. The Association currently has an irrigation system that is tied to the actual residences and does not operate as an independent system. They have applied for a permit to allow for the system to be installed that would have a separate tap and meter.

Based upon the water rate study and the Village Code, the cost of this permit will be \$19,418.40. This includes the following breakdown:

\$90 permit fee

\$1,406 tap fee

\$1,574.40 meter fee

\$16,348 water usage fee

The Brighton Association requested the water usage fee to be waived, as they already have an existing irrigation system and the water usage will remain the same. Village staff has reviewed this request and recommends instead of granting variances, the Village Code should be amended to not charge this fee in cases where an existing service is already in place. All other fees would still apply.

Several townhouse developments have utilized the concept that a private meter used in an individual townhouse can serve as the meter for existing lawn sprinkler water systems. These systems are protected by a reduced pressure zone device and is part of the residential installation. Many older developments are designed like this but are now requesting to be converted over to an association owned meter system. Village staff anticipates several other developments wanting to provide an association owned and maintained water meter and RPZ specifically for lawn irrigation systems installed per Illinois Plumbing Code Title 77 Part 892.

This policy would only be implemented with existing lawn sprinkler installation that has been installed with a previously issued permit. If the system does not exist and will be a new installation, all fees will be assessed as allowed per code. If approved, Village staff will submit an ordinance change for future Village Board approval.

I move to approve Ordinance Number 5160, entitled: ORDINANCE AMENDING TITLE 5, CHAPTER 2, SECTION 8 OF ORLAND PARK VILLAGE CODE BY AMENDING WATER FEES.

This matter was PASSED on the Consent Agenda.

BOARD COMMENTS

TRUSTEE GIRA – Stated that at tonight's Parks and Recreation Committee meeting, they reviewed and recommended to the Board for approval the contract for American English to perform at the Taste of Orland on Sunday, August 6th. It feels great to be planning for summer events!

TRUSTEE DODGE – Stated that unfortunately he was away (on vacation) for the January 3rd meeting when a presentation was given at the Public Works Committee on the alternative fuel program. At tonight's meeting he believes this is a positive step forward when the alternative fuel program was approved on the consent agenda for staff to proceed with negotiations. This is something very important to him and he is happy to see it becoming a reality.

TRUSTEE CALANDRIELLO – Reported that on Friday, January 13th the Orland Square Mall officials hosted a thank you breakfast and presentation in the food court for Village Officials and Police personnel. This was a Thank You for the ongoing commitment that the Village gives the mall. Over the holiday seasons additional Officers are assigned to the retail areas.

Mall administrators and store managers complimented the Village and its Police personnel for being an integral part of the booming holiday season. No major incidents occurred inside or outside of the mall and retail thief was down.

TRUSTEE FENTON – Stated that at tonight's Development Services, Planning and Engineering Committee meeting there was a beautiful 3-D presentation on the Townhomes at Colette Highlands project. This project has passed the committee level and will be coming forward to the Board for approval.

Staff has done an amazing job working with the residents and developer on this project.

PRESIDENT McLAUGHLIN – Added to Trustee Calandriello's comments regarding the mall breakfast on Friday that there were several Store Managers present that expressed how much they appreciated the Village's and Police efforts. The Store Manager of Apple stated that he had 330,000 customers in the past three months that come into his store.

President McLaughlin wished the Sandburg Bowling Team good luck! He requested from Assistant Village Manager La Margo to send a letter stating that the Board is keeping track of their games and wishing the Team the best. The Bowling Team is on their way to Regionals, then Sectional, and after that will be the State Championship.

ADJOURNMENT - 7:08 PM

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

Aye: 7 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, Trustee Carroll, and President McLaughlin

Nay: 0

/nm

APPROVED:

Respectfully Submitted,

John C. Mehalek, Village Clerk