

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, August 20, 2018

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., Patricia Gira,
Carole Griffin Ruzich, Daniel T. Calandriello, and Michael F. Carroll*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:05 PM.

Present: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello and Village President Pekau

Absent: 1 - Trustee Carroll

VILLAGE CLERK'S OFFICE**2018-0561 Approval of the August 6, 2018, Regular Meeting Minutes**

The Minutes of the Regular Meeting of August 6, 2018, 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.

Trustees Fenton, Gira, Dodge and President Pekau commented. (refer to audio file)

I move to postpone the approval of the minutes of the Board of Trustees Meeting of August 6, 2018 to September 4, 2018.

A motion was made by Trustee Gira, seconded by Trustee Griffin Ruzich, that this matter be POSTPONED to the Board of Trustees. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, and Village President Pekau

Nay: 0

Absent: 1 - Trustee Carroll

2018-0575 Approval of the August 13, 2018, Special Meeting Minutes

The Minutes of the Special Meeting of August 13, 2018, 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.

President Pekau, Trustees Dodge and Calandriello commented. (refer to audio file)

I move to postpone the approval of the minutes of the Board of Trustees Special Meeting of August 13, 2018 to September 4, 2018.

A motion was made by Trustee Dodge, seconded by Trustee Fenton, that this matter be POSTPONED to the Board of Trustees. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, and Village President Pekau

Nay: 0

Absent: 1 - Trustee Carroll

ARRIVAL

Trustee Carroll arrived at 7:16 PM.

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

2018-0565 Baseball 4 All - Raffle License

Baseball 4 All is requesting a license to sell raffle tickets at their Trivia Night fundraiser on Thursday, September 20, 2018, at 94 West Restaurant.

I move to approve issuing a raffle license to Baseball 4 All to conduct a raffle at their fundraising event on Thursday, September 20, 2018, at 94 West Restaurant.

A motion was made by Trustee Gira, seconded by Trustee Calandriello, 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 Village President Pekau

Nay: 0

PRE-SCHEDULED CITIZENS & VISITORS

2018-0504 40th Annual Orland "Open" Spelling Bee - Presentation

Spelling Master Bill Smith gave a brief presentation on the 40th Annual Orland "Open" Spelling Bee to be held at The Civic Center in Orland Park, 14750 S. Ravinia Avenue, on Sunday, October 14, 2018, beginning at 2:00 PM. (refer to audio file)

This was informational only, NO ACTION was required.

CONSENT AGENDA

Trustee Ruzich requested the following item be removed from the Consent Agenda for a separate vote:

I. 2019 Winter/Spring Recreation Program Offering Lists (Subject to change based on final 2019 budget approval) and Contractual Payments - Approval

President Pekau requested the following items be removed from the Consent Agenda for a separate vote:

D. Laserfiche Electronic Document Management Software

L. Bluff Pointe Subdivision - Ordinance

M. Stellwagen Landscape Restoration Contract Adjustment

(refer to audio file)

Passed the Consent Agenda

A motion was made by Trustee Carroll, seconded by Trustee Dodge, 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 Village President Pekau

Nay: 0

2018-0547 Payroll for August 10, 2018 - 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 August 10, 2018 in the amount of \$1,304,577.79.

This matter was APPROVED on the Consent Agenda.

2018-0549 Accounts Payable from August 7, 2018, through August 20, 2018 - 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 August 7, 2018, through August 20, 2018, in the amount of \$2,230,837.43.

This matter was APPROVED on the Consent Agenda.

2018-0475 Harris Enterprise Resource Planning - Annual Software Maintenance

The Harris ERP/Innoprise software annual maintenance is due for renewal. Staff is requesting approval in the amount of \$64,534.75 for this service effective February 1, 2018, to January 31, 2019.

The Harris ERP/Innoprise software consists of core financials and payroll, utility billing, building permits, business licenses, code enforcement and online bill pay for utility billing.

Contractually, there has been no increase in maintenance fees for years 2012 through 2017. Maintenance fees have increased 4% for 2018.

I move to approve the Harris ERP annual software maintenance at a cost not to exceed \$64,534.75.

This matter was APPROVED on the Consent Agenda.

2018-0491 Disposal of Certain Seized Vehicles at Public Auction - Ordinance

The Police Department requests approval to declare four vehicles, a 2002 Lincoln / Town Car, a 1999 Ford / Taurus, a 2003 Chevrolet / Trail Blazer, and a 2003 Ford / Ranger as excess property and to dispose of at public auction. These vehicles were seized by the department and forfeited to the Village by the Circuit Court of Cook County from a driver who was driving their vehicle while their license was suspended for DUI.

I move to pass Ordinance Number 5320, entitled: ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY (VEHICLES) OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS

This matter was PASSED on the Consent Agenda.

2018-0500 Reciprocal Reporting System Intergovernmental Agreement Between the Village of Orland Park and the Board of Education of Orland School District 135 - Agreement

The Police Department is seeking to update the Intergovernmental Agreement with Board of Education of Orland School District 135 on an established reciprocal reporting system to enhance cooperation and maintain compliance with current Illinois Compiled Statutes including the Illinois School Code, Illinois School Records Act, the Juvenile Court Act and the Intergovernmental Cooperation Act.

I move to approve to authorize the Reciprocal Reporting System Intergovernmental Agreement between the Village of Orland Park and the Board of Education of Orland School District 135.

This matter was APPROVED on the Consent Agenda.

2018-0498 Veterans Park Court Repair Contract Amendment

On March 19, 2018, the Board approved the contract with 10-S Court Solutions for Park Court Repairs in an amount not to exceed \$137,500.00. During the course of the repair work at Veterans Park, additional repair work was required, namely the replacement of three sets of tennis court posts, the footings, and nets for an additional cost of \$6,000.00.

I move to approve an amendment for the additional work to the Park Court Repairs contract with 10-S Court Solutions from Lake Forest, IL, for an additional \$6,000.00 for a total adjusted amount not to exceed \$143,500.00 for additional specified repair work at Veterans Park.

This matter was APPROVED on the Consent Agenda.

2018-0512 Amend the Arena Americas Contract for the 2018 Taste of Orland Park - Approval

A three-year contract with Arena Americas to provide tents and equipment for the Taste of Orland Park event in 2016, 2017, and 2018 was approved by the Board of Trustees on April 4, 2016.

The 2018 contract amount was set at \$20,476. Additional expenses have resulted from an increase in the number of restaurants from 19 to 22, the addition of a VIP tent and accessories for the presenting sponsors, Palos Health and Loyola Medicine, and new entry barricades to aide in the inspection of bags at the entry gates. The current projected expense is estimated to be \$21,937.56. Additional expenses may occur during the execution of the event.

I move to approve amending the Arena Americas contract not to exceed \$24,500.00 to provide tents and equipment for the 2018 Taste of Orland Park.

This matter was APPROVED on the Consent Agenda.

2018-0216 Kruse Education Center Addition - Ordinance

On July 2, 2018, the Village Board approved a Site Plan, Elevations, Landscape Plan, and a Special Use Permit with Modifications for Kruse Education Center located at 7617 Hemlock Drive in the Village of Orland Park. This approval allows for the construction of a 16,095 square foot building addition and related site improvements and continued operation of a public school on land within the R-3 Residential District, and is subject to conditions as stated within the ordinance.

This is now before the Village Board for consideration of the ordinance.

I move to pass Ordinance Number 5321, entitled: ORDINANCE GRANTING A SPECIAL USE AND MODIFICATIONS (KRUSE EDUCATION CENTER - 7617 HEMLOCK DRIVE).

This matter was PASSED on the Consent Agenda.

2018-0564 Kruse Education Center Addition Intergovernmental Agreement

On July 2, 2018, the Village Board approved a Site Plan, Elevations, Landscape Plan, and a Special Use Permit with Modifications for Kruse Education Center located at 7617 Hemlock Drive in the Village of Orland Park. This approval allows for the construction of a 16,095 square foot building addition and related site improvements and continued operation of a public school on land within the R-3 Residential District. The project also includes an Intergovernmental Agreement between the Village of Orland Park and Community Consolidated School District 146.

This is now before the Village Board for consideration of the ordinance.

I move to pass Ordinance Number 5322, entitled: ORDINANCE AUTHORIZING INTERGOVERNMENTAL AGREEMENT (KRUSE EDUCATION CENTER - 7617 HEMLOCK DRIVE).

This matter was PASSED on the Consent Agenda.

2018-0430 Laserfiche Electronic Document Management Software

As the Village looks to digitalize our paper-based environment, RFP #18-009 was published to search for a local vendor for assistance with software license and annual maintenance procurement, set-up and configuration, and staff training expertise. The ability to digitalize multiple different formats into an electronic searchable platform will improve staff productivity and help consolidate the volume of paper. The platform will be scalable and meet future needs around e-forms and workflows, electronic signatures and integration with existing enterprise systems - HRIS, Tyler Technologies, and Innoprise.

In total, there were three respondents, all preferred partners with Laserfiche, that delivered their offering. These are listed in alphabetical order by the primary responder: Accelerated Information Systems (AIS) of Hicksville NY, Proven IT of Tinley Park IL, and TKB Associates of Mokena IL. Staff ranked the vendors on the following: Locality, CJIS Certified, Years in Service, Municipal Governments, Police/Public Safety client base and references.

The RFP process highlighted many High Performing Organization objectives, which would enable staff to have the capability to electronically search for recently scanned documents coming from any format (microfiche, plats of survey, architectural drawings, file shares) and reduce the need to physically search between multiple areas within the Village. The system would also allow for integration with other platforms performing screen scrapes to search hot fields from an indexed and OCR SQL platform, allowing for a more efficient and timely use of the employees' time and Village resources.

President Pekau commented. (refer to audio file)

I move to approve the purchase of Laserfiche Avante Software Platform, first year annual maintenance, implementation, and training from TKB Associates of Mokena, Illinois in an amount not to exceed \$32,100.

A motion was made by Trustee Griffin Ruzich, seconded by Trustee Carroll, 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 Village President Pekau

Nay: 0

2018-0511 2019 Winter/Spring Recreation Program Offering Lists (Subject to change based on final 2019 budget approval.) and Contractual Payments Approval

The lists of recommended programs to be offered in the Recreation Department 2019 Winter/Spring Program Guide are attached in Legistar. (Subject to change based on final 2019 budget approval.) Costs are covered by revenue generated through registration fees and actual costs are dependent on the number of participants registered.

Staff is requesting approval of the recommended 2019 Winter/Spring programs (Subject to change based on final 2019 budget approval).

Trustees Ruzich, Calandriello and President Pekau questioned/commented. (refer to audio file)

Assistant Village Manager Friling answered questions. (refer to audio file)

I move to approve the recommended 2019 Winter/Spring programs, which are subject to change based on final 2019 budget approval.

A motion was made by Trustee Calandriello, 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 Village President Pekau

Nay: 0

2017-0172 Bluff Pointe Subdivision - Ordinance

On June 5, 2017, the Village Board approved a special use permit with modifications for the Bluff Pointe Subdivision located at 16900-17000 Wolf Road, which allows for the construction of a residential subdivision and is subject to conditions as stated in the ordinance.

This is now before the Village Board for consideration of the ordinance.

President Pekau, Trustees Dodge, Gira and Ruzich questioned/commented. (refer to audio file)

Assistant Village Manager Friling answered questions. (refer to audio)

I move to pass Ordinance Number 5323, entitled: ORDINANCE GRANTING A SPECIAL USE WITH MODIFICATIONS (BLUFF POINTE - 16900-17000 WOLF ROAD).

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

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, and Trustee Carroll

Nay: 1 - Village President Pekau

2018-0550 Stellwagen Landscape Restoration Contract Adjustment

On April 16, 2018, the Village Board of Trustees approved the selection of Cardno, Inc. for landscape restoration at Stellwagen Farm as outlined in Request for Proposals (RFP #18-019 Stellwagen Family Farm Landscape Restoration). The Village subsequently established a contract with Cardno, Inc. to complete the Stellwagen Family Farm Landscape Restoration Project for an amount not to exceed \$112,220.00.

As noted in the original RFP approval request (Legistar # 2018-0227), the Cardno Inc. proposal for this project was \$12,780.00 below the \$125,000.00 budget approved by the Open Lands Commission. This \$12,780.00 balance, in addition to the remaining balance from the Stellwagen Perimeter Path project (\$31,188.00), is to be used for additional landscape restoration expenses, including landscape consultant, site amenity and signage costs as well as contingency funds for future site maintenance. Two (2) small projects outside of the original scope of work of the Cardno, Inc. contract have been identified by the Village since work began on the project in June, 2018. These two (2) projects include the installation of erosion control blanket over a section of prairie that is holding water and the seeding of a small area near the northwest section of the site.

As Cardno Inc. is already mobilized at the Farm and familiar with these issues, this request is to adjust the original contract for the Stellwagen Family Farm Landscape Restoration Project by \$7,000.00, or for an amount not to exceed \$119,220.00. This amount will cover the currently identified small projects (\$4,100.00) with a small contingency (\$2,900.00) allocated for any future work. The remaining overall project balance will be used for additional landscape restoration expenses, including landscape consultant, signage fees, and site amenities such as benches as well as contingency funds for future site maintenance. Any adjustment to the Cardno Inc. contract in the future to cover additional years of maintenance would require a separate Board approval.

President Pekau, Trustees Carroll and Dodge questioned/commented. (refer to audio file)

Assistant Village Manager Friling answered questions. (refer to audio file)

I move to approve and amend the contract with Cardno, Inc. in the amount of

\$7,000.00, for an amount not to exceed \$119,220.00.

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

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, and Trustee Carroll

Nay: 1 - Village President Pekau

MAYOR'S REPORT

2018-0545 Amend Title 7 Chapter 4 - Number of Class C Liquor License - Ordinance

Decrease number of Class C liquor licenses from ten (10) to nine (9) for MOD Super Fast Pizza. MOD has closed their store.

Trustee Dodge had a question. (refer to audio file)

Assistant Village Manager Friling answered question. (refer to audio file)

I move to pass Ordinance Number 5324, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS C LIQUOR LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS

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

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

Nay: 0

BOARD COMMENTS

Trustees Gira, Dodge and President Pekau had Board comments. (refer to audio file)

EXECUTIVE SESSION

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

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

Nay: 0

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Gira, Ruzich, Calandriello, Carroll and President Pekau were present.

Report on Executive Session and Action as a Result of, if any.

Purpose of the Executive Session was for the discussion of a) approval of minutes; and b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees.

2018-0579 Amendment of Village Manager's Employment Contract

I move to approve amending the Village Manager's Employment Contract to extend the term by one (1) additional year;

And

Approve to increase the severance pay for termination without cause an additional three (3) months with no new compensation added.

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

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Gira, Trustee Griffin Ruzich, Trustee Calandriello, and Trustee Carroll

Nay: 1 - Village President Pekau

ADJOURNMENT - 8:35 PM

A motion was made by Trustee Carroll, seconded by Trustee Dodge, 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 Village President Pekau

Nay: 0

2018-0589 Audio Recording for August 20, 2018 Board of Trustee Meetings

NO ACTION

/nm

APPROVED:

Respectfully Submitted,

John C. Mehalek, Village Clerk