

# VILLAGE OF ORLAND PARK

14700 Ravinia Avenue  
Orland Park, IL 60462  
[www.orlandpark.org](http://www.orlandpark.org)



## Meeting Minutes

Monday, May 18, 2020

6:00 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 6:06 P.M.

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

## 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) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 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 Nelson Katsenes, 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) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; 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

## VILLAGE CLERK'S OFFICE

### 2020-0338 Approval of the May 4, 2020 Regular Meeting Minutes

I move to approve the minutes of the Board of Trustees Meeting of May 4, 2020.

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

**Aye:** 6 - Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

Nay: 0

Abstain: 1 - Trustee Fenton

## ACCOUNTS PAYABLE

### 2020-0316 Accounts Payable from May 5, 2020 - May 18, 2020 - Approval

I move to approve the Accounts Payable from May 5, 2020, - May 18, 2020, in the amount of \$3,372,012.02.

**A motion was made by Trustee Dodge, 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

### 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

### 2020-0315 Payroll for May 15, 2020 - Approval

I move to approve the Bi-weekly Payroll for May 15, 2020, in the amount of \$1,136,537.59

**This matter was APPROVED on the Consent Agenda.**

### 2020-0328 Approval of Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order in case numbers 19WC12810; 20WC 06762

I move to approve the Illinois Workers' Compensation Commission Settlement Contract Lump Sum Petition and Order in case numbers 19WC12810; 20WC 06762 in the amount of \$34,037.05 with Rebecca Adamczyk;

And,

Move to approve authorizing the Village's Workers' Compensation attorney to

execute the same.

**This matter was APPROVED on the Consent Agenda.**

**2019-0793 Autumn Recreation & Parks Program Lists Approval**

I move to approve the recommended programs and payment to the contractual instructors at the time of invoicing.

**This matter was APPROVED on the Consent Agenda.**

**2020-0344 Cameno Park Pond (#16-12) Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for the Cameno Park Pond (#16-12) Shoreline Restoration and Stewardship (2020 - 2023), submitted by Cardno Inc. of Monee, IL, for an amount not to exceed \$26,200.00.

**This matter was APPROVED on the Consent Agenda.**

**2020-0345 Eagle Ridge 4 Pond (#32-04) Pond Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for the Eagle Ridge 4 Pond (#32-04) Pond Shoreline Restoration and Stewardship (2020 - 2023), submitted by V3 Companies of Woodridge, IL, for an amount not to exceed \$91,617.18.

**This matter was APPROVED on the Consent Agenda.**

**2020-0346 Parkview Estates (#35-01) Pond Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for the Parkview Estates (#35-01) Pond Shoreline Restoration and Stewardship (2020 - 2023), submitted by V3 Companies of Woodridge, IL, for an amount not to exceed \$79,624.86.

**This matter was APPROVED on the Consent Agenda.**

**2020-0347 Redondo Pond (#01-03) Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for the Redondo Pond (#01-03) Shoreline Restoration and Stewardship (2020 - 2023), submitted by Pizzo and Associates of Leland, IL, for an amount not to exceed \$20,695.00.

**This matter was APPROVED on the Consent Agenda.**

**2020-0348 Rec Center East (#19-03) and Rec Center South (#19-04) Ponds Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for the Rec Center East (#19-03) and Rec Center South (#19-04) Ponds Shoreline Restoration and Stewardship (2020 - 2023),

submitted by Pizzo and Associates of Leland, IL, for an amount not to exceed \$29,645.00.

**This matter was APPROVED on the Consent Agenda.**

**2020-0349 Warwick Lane North (#29-30) and Warwick Lane South (#29-31) Ponds Shoreline Restoration and Stewardship (2020 - 2023)**

I move to approve the proposal for Warwick Lane North (#29-30) and Warwick Lane South (#29-31) Ponds Shoreline Restoration and Stewardship (2020 - 2023), submitted by Davey Resource Group of Long Grove, IL, for an amount not to exceed \$49,450.90.

**This matter was APPROVED on the Consent Agenda.**

**2020-0350 ITB #20-012 Park Court Repairs Bid Award**

I move to approve to award ITB #20-012 - Park Court Repairs to US Tennis Court Construction Co. of Lockport, IL., for specified court repair work at Discovery, Village Square, Marley Creek, Ishnala Woods, Heritage, Ishnala, Wedgewood Estates, Perminas and Long Run Creek Parks in an amount not to exceed \$399,160.00.

**This matter was APPROVED on the Consent Agenda.**

**2020-0327 A Resolution Authorizing the Renewal and Execution of an Intergovernmental Agreement with the Village of Orland Hills Providing For Police Dispatching and Prisoner Detention Services - Resolution**

I move to pass Resolution Number 2018, entitled: A RESOLUTION AUTHORIZING EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT WITH THE VILLAGE OF ORLAND HILLS PROVIDING FOR POLICE DISPATCHING AND PRISONER DETENTION SERVICES

**This matter was PASSED on the Consent Agenda.**

**2020-0356 Parcel OME0011 Conveyance to IDOT - IL Route 7/Southwest Highway Project - Resolution**

I move to pass Resolution Number 2019, entitled: A RESOLUTION APPROVING A CONVEYANCE OF REAL ESTATE PARCEL OME0011 TO THE PEOPLE OF THE STATE OF ILLINOIS FOR HIGHWAY PURPOSES.

**This matter was APPROVED on the Consent Agenda.**

**2020-0359 Parcel OME0017 Conveyance to IDOT - IL Route 7/Southwest Highway Project - Resolution**

I move to pass Resolution Number 2020, entitled: A RESOLUTION APPROVING A CONVEYANCE OF REAL ESTATE PARCEL OME0017 TO THE PEOPLE OF THE STATE OF ILLINOIS FOR HIGHWAY PURPOSES

**This matter was APPROVED on the Consent Agenda.**

**2020-0342 Bielik Subdivision (formerly Phase 6A of Palos West) -Plat of Subdivision Approval for Water and Sewer Service for Unincorporated Property**

I move to authorize the execution of the Final Plat of Subdivision for the Bielik Subdivision.

**This matter was APPROVED on the Consent Agenda.**

**2020-0331 Disposal of Village Equipment (Online Auction) - Public Works Department - Ordinance**

I move to pass Ordinance Number 5512, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

**This matter was APPROVED on the Consent Agenda.**

**2020-0329 RFP 20-013 - Sterling Ridge Park Development - Award**

I move to approve to award "RFP 20-013 - Sterling Ridge Park Development" to Integral Construction Inc. of Romeoville, IL for an amount not to exceed \$127,386.00.

**This matter was APPROVED on the Consent Agenda.**

**PUBLIC SAFETY**

**2020-0305 Resolution Approving Mental Health Collaboration Program Sub Award / Sub Recipient Agreements (Village Of Orland Park - Trinity Services, Inc., Annie Wegrzyn, M.A., Christopher Keys, Ph.D. And Martina Mihelicova, M.A.) - Approval**

On September 21, 2019, the Orland Park Police Department received notification from Katharine Sullivan, the Principal Deputy Assistant Attorney General from the USDOJ that it was awarded \$744,039.00 in federal funding under the FY 19 Justice and Mental Health Collaboration Program.

The three-year grant will allow the Orland Park Police Department in partnership with Trinity Services to develop and implement a regional cross-system collaboration program that will enhance the outcomes for persons with mental illness or co-occurring mental illness and substance abuse who come in contact with law enforcement. This awarded project will specifically target recidivism, the use of a diversionary program in lieu of an arrest, and train approximately 300 law enforcement officers from Departments throughout the south suburbs of Chicago in mental health first aid and drug abuse awareness. The project will place emphasis on female contacts. With the awarded federal funding and matching local resources, a dedicated Mobile Crisis Response Unit comprised of Crisis Intervention Training (CIT) sworn officers, Clinical Responders and Licensed

Clinicians specialized in mental health and opioid addiction to respond to calls for assistance throughout the Village of Orland Park.

Police Chief Timothy McCarthy had comments regarding this matter. (refer to audio file)

Trustees Katsenes, Milani and President Pekau had comments and questions. (refer to audio file)

Police Chief McCarthy responded to their comments and questions.

I move to pass Resolution 2021 entitled: RESOLUTION APPROVING MENTAL HEALTH COLLABORATION PROGRAM SUBAWARD/SUB-RECIPIENT AGREEMENTS (VILLAGE OF ORLAND PARK - TRINITY SERVICES, INC., ANNIE WEGRZYN, M.A., CHRISTOPHER KEYS, PH.D AND MARTINA MIHELICOVA, M.A.)

And

Move to authorize the Village Manager or his designee, to execute the agreement upon approval of the Board.

**A motion was made by Trustee Milani, seconded by Village President Pekau, 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

## **PUBLIC WORKS**

### **2020-0363 REBUILD Illinois - Additional Neighborhood Road Resurfacing**

The Illinois Department of Transportation (IDOT) has been authorized to implement a \$1.5B (billion) grant program using proceeds from general obligation (transportation, series A) bonds authorized in the REBUILD Illinois capital program to provide Local Public Agencies (LPAs) with the funds for capital projects. The first REBUILD Illinois grants, which will be awarded and disbursed in the week of May 4th, 2020 will total \$250M (million). Grants will be allotted among LPAs based on the regular Motor Fuel tax (MFT) formula, but these are not MFT disbursements. Rather, they are grants made from bond proceeds that must be used for capital projects and for which separate accounting will be required.

The money for REBUILD Illinois grants comes from proceeds of general obligation bonds authorized pursuant to subsection (a) of Section 4 of the General Obligation Bond Act (30 ILCS 330/4). IDOT is authorized to use these funds to make grants "for planning, engineering, acquisition, construction, reconstruction, development,

improvement, extension, and all construction-related expenses of the public infrastructure and other transportation improvement projects.” Thus, the grant funds may be used by the Village for only those purposes.

At this time, IDOT intends to award and disburse REBUILD Illinois grants twice each year over a period of 3 years. IDOT expects to award \$1.5B (billion) in six (6) disbursements of \$250M (million) each over the 3 years. The exact dates of the distributions will vary depending on the timing of the bond sales and identifiable needs of the LPAs.

Funds received from these REBUILD Illinois grants must be deposited into the Village’s MFT account. However, these grant funds must be separately accounted for, and expenditures must be in accordance with purposes authorized in Section 4(a) of the General Obligation Bond Act. To qualify for REBUILD Illinois grant proceeds, a project will need to be a bondable capital improvement. In general, transportation improvement projects with an average useful life of greater than or equal to 13 years will be considered bondable capital improvements.

Examples of bondable projects may include, but are not limited to:

- Project development, design and land acquisition
- Demolition when done in preparation for additional bondable construction
- Construction engineering
- Reconstruction of roadways
- Designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses
- Bridge replacement and/or major bridge rehabilitation
- Permanent ADA sidewalk/ramp improvements (if part of a larger bondable project)

All REBUILD Illinois grants shall be associated with an identified project(s) within one year of receipt. LPAs may accumulate funds, if necessary, during the program period, but all grant funds shall be expended by July 1, 2025, which coincides with the expected end date of the REBUILD Illinois Capital Program.

The attached schedule of allotments (page 5 of 28) indicates the Village will receive six (6) disbursements of \$623,528.11, for a total of \$3,741,168.66. Staff has identified three additional neighborhood locations to supplement the 2020 Road Improvement Program, estimated at \$1.2M (million). The attached map highlights the south half of Long Run Creek subdivision, Eagle Ridge condominiums and three courts in Catalina subdivision.

Staff understands these REBUILD Illinois funds can be used for “planning, engineering, acquisition, construction, reconstruction, development, improvement, extension, and all construction-related expenses of the public infrastructure and

other transportation improvement projects.” Staff plans to use the first two disbursements of approximately \$1.2M (million) for the aforementioned three road resurfacing neighborhoods. This construction work will be publicly bid. At a future Village Board meeting, staff will provide the bid results and a recommendation to consider awarding the contract to the qualifying low bidder. A portion of this REBUILD Illinois funding will also be utilized to engage consulting engineer construction services, given that this is effectively an MFT-based project.

Staff’s recommendation for the remaining four disbursements (approximately \$2.5M) is to use them for Phase II Engineering studies. These studies will cover 143rd Street and John Humphrey Drive/143rd Street intersection improvement projects, headed by Programs and Engineering Services. Programs and Engineering staff will bring forth that recommendation for the Village Board’s consideration at the appropriate time.

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

I move to recommend proceeding forward with additional 2020 road resurfacing via the REBUILD Illinois Bond Fund process

**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

## **DEVELOPMENT SERVICES, PLANNING AND ENGINEERING**

### **2020-0341 An Ordinance Amending Title 7 (Business And License) Of The Orland Park Village Code to provide support to restaurants in Orland Park during the COVID-19 pandemic.**

As part of the stay at home executive order issued by the Governor of the State of Illinois, restaurants and bars are required to remain closed to the public except for in-house delivery, drive-through, and curbside pick-up. These provisions are in place through May 29, 2020.

According to Governor Pritzker’s Restore Illinois plan, once restaurants are permitted to reopen, there will be reduced occupancy limitations. The Village recognizes the economic damages that have been, and likely will continue, based on the effects of the COVID-19 pandemic. One way the Village can assist is to allow, on a temporary basis, the initiation or expansion of outdoor seating and outdoor dining to expand restaurant capacity. This approval should come with certain restrictions to require social distancing, appropriate and safe pedestrian paths and protect outdoor dining patrons from vehicular traffic hazards.

After passage of the Ordinance by the Village Board of Trustees, a restaurant may

apply to the Village for creation or expansion of existing outdoor seating areas. The business must identify the proposed area on a site plan as well as provide sign-off from the property owner if applicable, and a 24 hour emergency contact.

The ordinance outlines the potential items available for review. However, each permit will likely be unique so the restaurant or property owner must provide a plan showing how they intend to provide outdoor seating. This plan must be in compliance with the Centers for Disease Control and Prevention and applicable local guidelines for social distancing and other health and safety guidelines in effect for the duration of the COVID-19 global pandemic.

The plans will be approved by the Development Services Department. Plans must be in conformance with all codes and ordinances of the Village of Orland Park. This includes compliance with the Americans With Disabilities Act and the Illinois Accessibility Code.

The draft ordinance is attached to the Board Packet for reference.

Village Manager George Koczwara had comments regarding this matter. (refer to audio file)

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

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

I move to pass Ordinance No. 5513, entitled: AN ORDINANCE AMENDING TITLE 7 (BUSINESS AND LICENSE) OF THE ORLAND PARK VILLAGE CODE to provide support to restaurants in Orland Park during the COVID-19 pandemic.

**A motion was made by Trustee Calandriello, seconded by Trustee Nelson Katsenes, 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

### 2020-0357 Budget Adjustments 2nd Quarter 2020 - Approval

A detailed spreadsheet (by fund) reflecting budget adjustments is attached to the Board showing an increase in revenues of \$2,611,682 and an increase in expenditures of \$1,796,765.

The increase in revenues in the General Fund is to record receipt of the Eligo

Energy Civic Contribution. The decrease in expenditures in the General Fund, Water & Sewer Fund and Recreation & Parks Fund of \$551,508, \$120,230 and \$105,609, respectively is due additional personnel changes, including department transfers, reclassifications, position eliminations and furloughs.

The increase in expenditures in the Insurance Fund of \$80,000 is requested due to the potential of additional unemployment claims.

The increase in revenue in the Motor Fuel Tax Fund of \$1,247,056 is for the upcoming receipt of Rebuild Illinois Bond Funds in FY2020, with an offsetting increase in expenditures to record an inter-fund transfer of these revenues to the Capital Improvement Fund.

The increase in revenues in the Capital Improvement Fund of \$1,247,056 is the inter-fund transfer from the Motor Fuel Tax Fund, offset by an increase in expenditures for additional Road Improvement Program spending.

Finance Director Annmarie Mampe presented information regarding this matter to the Board. (refer to audio file)

Trustee Dodge had questions. (refer to audio file)

Finance Director Mampe responded to Trustee Dodge. (refer to audio file)

Trustee Dodge had additional comments. (refer to audio file)

President Pekau had comments. (refer to audio file)

I move to recommend to the Village Board to approve an increase to the FY2020 revenue budget of the General Fund in the amount \$117,570, a decrease to the FY2020 expenditure budget of the General Fund in the amount of \$551,508, a decrease to the FY2020 expenditure budget of the Water & Sewer Fund in the amount of \$120,230, a decrease to the FY2020 expenditure budget of the Recreation and Parks Fund in the amount of \$105,609, an increase to the FY2020 expenditure budget of the Insurance Fund in the amount of \$80,000, an increase to the FY2020 revenue of the Motor Fuel Tax Fund of \$1,247,056, an increase to the FY2020 expenditure budget of the Motor Fuel Tax Fund in the amount of \$1,247,056, and increase to the FY2020 revenue budget of the Capital Improvement Fund in the amount of \$1,247,056 and an increase to the FY2020 expenditure budget of the Capital Improvement Fund in the amount of \$1,247,056.

**A motion was made by Trustee Healy, 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

**MAYOR'S REPORT****2020-0360 Resolution Concerning the Village of Orland Park's Response to the Economic Emergency that has Resulted from Governor Pritzker's Stay At Home Executive Orders**

The Board of Trustees of the Village of Orland Park care deeply for the health and well-being of everyone who works in, lives in, or visits the Village of Orland Park and recognizes the need for enhanced safety precautions to protect the public health during these unprecedented times. The Board of Trustees also believes individuals and businesses have been, and will continue to, self-regulate by following recommendations concerning physical distancing and increased attention to personal and area sanitation measures. That being said, the Governor's Executive Orders have been ambiguous and difficult to interpret which has led to confusion and uncertainty. Under the "Restore Illinois" plan, the gradual re-opening of Orland Park's businesses is dependent on the number of cases in the Northeast Region, including in the City of Chicago, being brought under control. Instead of health regions, the State of Illinois should draw regional boundaries based on hospital capacity rather than the Illinois Department of Public Health regions. Re-opening the local economy using a measured and staged approach will help get people back to work, keep the economy functioning to support a robust health care system, help people maintain the funds and insurance necessary to receive appropriate medical care, minimize the revenue losses at the State and local levels, and help our society return to a sense of normalcy.

Without immediate action, the Village of Orland Park, its businesses and taxpayers will suffer catastrophic economic harm. The Village believes it to be in the best interests of itself and its businesses and residents that the Illinois General Assembly take legislative action regarding the COVID-19 pandemic, including clarifying the Governor's authority to act, providing for more local, targeted public health measures for the control of COVID-19, and providing for the Village to be able to resume business activities by June 1, 2020.

If the legislature fails to act, the Village believes that resolving these controversies by bringing them before a court will provide clarity to the Village and to the residents, businesses and taxpayers of the Village and will benefit the economic, physical, and mental health of the residents and taxpayers of the Village. The Village therefore authorizes the commencement of legal proceedings if the Illinois General Assembly fails to act.

Trustee Katsenes made a motion to amend the motion to read as follows:

I move to adopt Resolution Number 2022, entitled ; "Resolution Concerning the Village of Orland Park's Response to the Economic Emergency that has Resulted from Governor Pritzker's Stay at Home Executive Orders" as amended, including

an amendment to the title of the resolution, so that the title of resolution no. 2022 now reads:

“Resolution Concerning the Village of Orland Park Reopening Plan in Response to the Economic Emergency Resulting from Governor Pritzker’s Covid-19 Related Stay at Home Executive Orders”.

It was seconded by Trustee Milani. (refer to audio file)

President Pekau reviewed a presentation for the Board regarding this matter. (refer to audio file)

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

Trustee Calandriello made a motion to amend paragraph 17 of the resolution to strike the language "Illinois Department of Public Healy" and insert "Federal and State Governments were". It was seconded by Trustee Dodge. (refer to audio file)

Trustees Calandriello, Trustee Caladriello and President Pekau had comments. (refer to audio file).

A vote was taken on the amendment proposed by Trustee Calandriello. The motion failed, 3 ayes to 4 nays. (refer to audio file)

Trustee Calandriello made a motion to strike the language "WHEREAS, the residents of the Village Orland Park have been without representation at the State Level in Springfield since the beginning of the COVID-19 pandemic; and" from the resolution. It was seconded by Trustee Dodge. (refer to audio file)

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

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

President Pekau responded to Trustee Milani. (refer to audio file)

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

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

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

A vote was taken on the amendment proposed by Trustee Calandriello. The motion failed, 3 ayes to 4 nays. (refer to audio file)

Trustees Katsenes, Dodge and Fenton had comments. (refer to audio file)

Trustee Calandriello made a motion to strike the language "WHEREAS, if the legislature fails to act, the Village believes that resolving these controversies by bringing them before a court will provide clarity to the Village and to the residents, businesses and taxpayers of the Village and will benefit the economic, physical, and mental health of the residents and taxpayers of the Village" from the resolution. The motion failed for lack of second. (refer to audio file)

Trustee Calandriello had comments. (refer to audio file)

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

I MOVE TO ADOPT RESOLUTION NO. 2022 ENTITLED "RESOLUTION CONCERNING THE VILLAGE OF ORLAND PARK'S RESPONSE TO THE ECONOMIC EMERGENCY THAT HAS RESULTED FROM GOVERNOR PRITZKER'S STAY AT HOME EXECUTIVE ORDERS" AS AMENDED, INCLUDING AN AMENDMENT TO THE TITLE OF THE RESOLUTION, SO THAT THE TITLE OF RESOLUTION NO. 2022 NOW READS:

"RESOLUTION CONCERNING THE VILLAGE OF ORLAND PARK REOPENING PLAN IN RESPONSE TO THE ECONOMIC EMERGENCY RESULTING FROM GOVERNOR PRITZKER'S COVID-19 RELATED STAY AT HOME EXECUTIVE ORDERS"

**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:** 6 - Trustee Fenton, Trustee Dodge, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, and Village President Pekau

**Nay:** 1 - Trustee Calandriello

## **VILLAGE MANAGER'S REPORT**

### **2020-0335 Treasurer/Budget Officer Appointment - Kevin Wachtel**

Kevin Wachtel, Finance Director, was appointed and sworn in as Village Treasurer and Budget Officer.

I move to advise and consent to the appointment by President Pekau of Kevin Wachtel as Village Treasurer and Budget Officer.

**A motion was made by Trustee Milani, 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

### **2020-0358 Ordinance Amending Title 7, Chapter 9 Of The Orland Park Village Code**

**(Telecommunications)**

Prior to adoption of a new Comcast Franchise agreement, KTJ recommends approval of the attached ordinance which adopts the Cable and Video Customer Protection Law, 220 ILCS 5/70-501, as amended, including the definitions therein. The Cable and Video Customer Protection Law, as adopted by reference will then be applicable to all cable or video providers offering services within the Village's boundaries. Additionally, any amendment to the Cable and Video Customer Protection Law that becomes effective after the effective date of this Section shall be incorporated into this Section by reference and shall be applicable to cable or video providers offering services within the Village boundaries. However, any amendment that makes its provisions optional for adoption by municipalities shall not be incorporated into this Section by reference without formal action by the Corporate Authorities of the Village.

Comcast has been advised of the Village's intent to adopt the Cable and Video Customer Protection Law prior to the adoption of the new Franchise Agreement and does not object. The new Comcast Franchise Agreement, as agreed to by Comcast and included later on the agenda, also incorporates a reference to the Cable and Video Customer Protection Law.

I move to approve Ordinance Number 5514, entitled: ORDINANCE AMENDING TITLE 7, CHAPTER 9 OF THE ORLAND PARK VILLAGE CODE (TELECOMMUNICATIONS)

**A motion was made by Trustee Dodge, seconded by Trustee Nelson Katsenes, 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

**2020-0343 Comcast Franchise Agreement - Approval**

The Comcast Franchise Agreement has been expired since 2003. Although the franchise agreement has expired, Comcast is required to continue to pay the Village the franchise fee under Federal law (47 U.S.C. § 542), State law (65 ILCS 5/11-42-11.05) and its expired Franchise Agreement. The expired Franchise Agreement remains in effect, to the extent its terms do not conflict with more current Federal law and State law. Village staff, in collaboration with Klein Thorpe and Jenkins and the Metropolitan Mayors group, have worked on a model franchise agreement. Additionally, staff was able to come to a further agreement with Comcast regarding disputed associated cost stemming from undergrounding work along the LaGrange Road corridor. Attached are the Franchise agreement with Comcast, as well as, an agreed-upon side letter that resolves the ongoing dispute and accommodates the Village's desire to have additional undergrounding work done when appropriate.

I move to approve the Franchise Agreement and Side Letter between the Village of Orland Park and Comcast for a term of ten (10) years from the effective date, unless the Franchise is renewed or is lawfully terminated in accordance with the terms of this Franchise Agreement and/or applicable law.

**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

**2020-0351 Maintenance Equipment, Supplies, Services, and Inventory Management Solutions with Genuine Parts Company/NAPA Integrated Business Solutions - Approval**

Village Staff anticipates significant financial and practical advantages through the proposed Maintenance Equipment, Supplies, Services, and Inventory Management Solutions Agreement. Awarding a contract to Genuine Parts Company/NAPA Integrated Business Solutions will benefit the Village by:

1. Providing "just-in-time" sourcing for parts and supply inventory;
2. Increasing Village fleet staff productivity by reducing the need to dedicate mechanics to inventory management;
3. Reducing vehicle and equipment "down-time" through an increase in parts availability;
4. Providing better inventory control by managing, through one full-time and one part-time outsourced professional, automotive replacement parts; light, medium and heavy duty parts; bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies.
5. Providing a saving to the Village of approximately \$54,147 in operating expenses by replacing one current full-time employee and replacing with 1.5 outsourced employees. When factoring savings through purchases, inventory management, transactional costs, productivity costs, and payroll savings, total savings over the next three years is approximately \$638,709. Additional savings not factored included savings from obsolescence and shrinkage mitigation.

**Background:**

To maintain the hundreds of vehicles and equipment, staff spends significant time procuring, receiving, billing and tracking parts/supplies. The Vehicles and Equipment (V&E) Division relies on more than 60 vendors for parts/supplies, requiring numerous V&E and Purchasing staff-hours to establish purchase contracts for access to the variety of vendors needed.

Staff recognized the challenges of maintaining the fleet parts/supplies inventory and began investigating the option of outsourcing its parts operations.

Outsourcing parts inventory offers an opportunity for staff to explore eliminating inventory ownership and the need for staff to manage inventory.

Sourcewell (formerly the National Joint Powers Alliance), of which the Village is a member, has entered into agreements with Genuine Parts Company/NAPA Integrated Business Solutions for Fleet-Related Maintenance Equipment, Supplies, Services, and Inventory Management Solutions. The NJPA followed a standard competitive procurement process and received six bids (see attached). Genuine Parts Company/NAPA Integrated Business Solutions (NAPA-IBS) was awarded the contract (see attached) following the competitive process.

A number of local municipalities have entered into contracts with NAPA-IBS for on-site fleet parts and inventory services, including contract staff to procure and manage the auto parts/supplies inventory since 2009. Village staff visited the Village of Aurora to tour their facilities and learn from their experiences with NAPA-IBS. Village staff also communicated with the fleet manager from the City of Crystal Lake. The fleet manager of Aurora described their parts inventory management prior to outsourcing as lacking in the same areas as Orland Park's and reported after contracting with NAPA-IBS they saw annual cost savings, an increase in shop productivity as parts were readily available and a reduction in equipment downtime. Both the fleet managers from Aurora and Crystal Lake conveyed their satisfaction with NAPA-IBS and their excellent quality of service provided. NAPA-IBS provides similar services to the Village of Springfield, Village of Chicago and the Illinois Department of Transportation (IDOT).

As part of the outsourcing, NAPA-IBS will re-purchase the portion of current inventory previously purchased from NAPA, will track the non-NAPA inventory, and will assist in addressing the obsolete inventory to ensure the Village recovers the maximum possible value. The elimination of time and costs associated with owning inventory and inventory management, shrinkage, and obsolescence will allow staff to focus on maintaining vehicles and equipment, meeting regulatory demands, replacing vehicles in a timely manner and managing vendor contracts outside of parts/supplies.

V & E and Purchasing staff time will be reduced and administrative costs lowered as fewer purchase orders, receipts, invoices and accounts payables will need to be processed. NAPA-IBS will utilize the purchasing contracts they have in place, becoming the sole parts/supplies vendor. In addition to automotive, and light, medium and heavy duty parts, NAPA-IBS will also be the Village's vendor for bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies.

NAPA's TAMS parts management software fully integrates with the Village's fleet management software, allowing contract staff to issue parts directly to work orders, handle all paperwork reconciliation and pay vendors directly. In turn, NAPA

will bill the Village monthly for all parts/supplies purchased.

#### Genuine Parts Company

Genuine Parts Company (GPC) is the parent company of the National Automotive Parts Association (NAPA), also known as NAPA Auto Parts. GPC is also the parent company of other companies that will be involved under this Fleet and Maintenance Inventory Management Program. Below is a description of the companies and products involved with this contract.

#### Automotive Parts Group

The Automotive Parts Group, the largest division of GPC, distributes approximately 475,000 automotive replacement parts, accessory items and service items throughout North America, Australia and New Zealand. In North America, parts are sold primarily under the NAPA brand name as well as under the Genuine.

#### Industrial Parts Group

The Industrial Parts Group, which operates under the name Motion Industries, offers access to more than 6.5 million industrial replacement parts and related supplies and serves over 150,000 original equipment manufacturers (OEMs) and maintenance, repair and overhaul providers (MROs) throughout North America and in all types of industries. Motion Industries is also reseller of meters manufactured by Sensus. Water meters manufactured by Sensus have been the sole water meter utilized by the Village of Orland Park to measure water flow distribution of properties connected to the Village's water distribution system. NAPA-IBS will manage the acquisition, control, and fulfillment of the Village's water meters.

#### Office Products Group

The Office Products Group, which operates under the name S. P. Richards Company, distributes more than 62,000 items to over 6,300 resellers and distributors throughout the United States and Canada from a network of 45 distribution centers. Customers include independently owned office product dealers, large contract stationers, national office supply superstores, mail order distributors, internet resellers, college bookstores, office furniture dealers, janitorial and sanitation supply distributors, safety product resellers and food service distributors.

#### NAPA Integrated Business Solutions (IBS)

NAPA Integrated Business Solutions (IBS), a division of Genuine Parts Company, provides vendor managed inventory solutions to government and private vehicle fleets. IBS provides complete on-site parts management from procurement and inventory management, through order fulfillment. The supply chain infrastructure includes the substantial combined corporate assets of Genuine Parts Company's family of supply and distribution enterprises, company and small-business independent stores, including the Orland Park NAPA store.

**Contract Structure:**

As part of the contract, NAPA-IBS will liquidate the Village's current vehicle parts inventory and give the proceeds of the inventory to the Village. NAPA-IBS will then establish an onsite parts operation which will consist of a full-time manager, a part-time shuttle operator, and vendor-managed inventory (VMI). With VMI, almost all of the Village's parts and supplies inventory will be supplied and maintained by NAPA-IBS who will be responsible to monitor usage, manage inventory levels, and handle accounting and administrative duties, including invoicing, shipping, and purchase orders.

NAPA-IBS will be responsible for inventory control by managing, through the on-site NAPA-IBS employee, automotive replacement parts; light, medium and heavy duty parts; bulk oil and other lubricants/chemicals; tools and equipment; automotive accessories; paint and refinishing supplies; tires; maintenance, repair and overhaul (MRO) products; office supplies; and safety supplies. NAPA-IBS will be responsible for acquisition of original equipment (OE), aftermarket equipment, products provided by companies owned by GPC, as well as non-GPC parts and supplies.

The Village's current parts room has an approximately 50% fill rate, meaning parts are available only half the time. When parts are not available, Village staff have to spend time searching and ordering parts instead of doing their core responsibilities. NAPA-IBS will provide and maintain sufficient inventory to provide an 80 percent parts and supplies fill rate. The NAPA-IBS "store" will be located in the V & E area of Public Works Department and will be only accessible to Village employees.

VMI can increase the fill rate because NAPA-IBS specialists know which parts and supplies are fast-moving and how many should be kept in inventory, and which are obsolete and should be returned for credit. NAPA-IBS can utilize their specifically training personnel to source and leverage purchasing volume. It is anticipated that unit costs will be less and warranty terms stronger.

The NAPA-IBS pricing structure will be based on the competitively bid contract awarded by Sourcewell (formerly the National Joint Powers Alliance). Under the terms of the contract, the NAPA-IBS contract will follow an acquisition cost factored margin methodology. The Village will purchase parts and supplies at the store acquisition cost (less any rebates and discounts that are passed on to the Village via the acquisition price) divided by the factored margin. The factored margin for this contract will be 8%. Utilizing this method, the Village will see the invoice cost for the part of supply and can then easily factor the contract margin (8%).

With regard to the NAPA-IBS store, the Village will reimburse the cost for the NAPA-IBS employees. Only authorized Village employees will be able to

purchase parts and supplies at the NAPA IBS store. NAPA-IBS will be responsible for paying all Village vendors and consolidating their purchases into one bill. These purchases will be tracked and accounted for the respective Village departments.

**Cost Savings:**

The Village will utilize the salary savings of the unbudgeted full-time employee to pay for the contracted NAPA-IBS employees. Operational costs will include a reduction in administrative time for purchase order processing as well as a reduction in lost technician time associated with parts procurement. Minor building modifications will be undertaken to expand and secure the parts storage area. The attached analysis describes the anticipated cost savings.

President Pekau had comments. (refer to audio file)

I move to approve Resolution Number 2023, entitled: APPROVAL OF A FLEET-RELATED MAINTENANCE EQUIPMENT, SUPPLIES, SERVICES, AND INVENTORY MANAGEMENT SOLUTIONS CONTRACT WITH GENUINE PARTS COMPANY/NAPA INTERGRATED BUSINESS SOLUTIONS

**A motion was made by Trustee Milani, 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

**2020-0355 Electrical Municipal Aggregation Program - Approval**

Following the passage of a voter Referendum in March 2012, the Village has managed an Electrical Municipal Aggregation (EMA) program, leading to approximately \$359.00 dollars in total savings for the average participating Orland Park homeowner, for a total of approximately \$6.87 million in savings.

The Village's current EMA program is due for renewal. NIMEC, the Village's consultant was authorized by the Village Manager to obtain bids for competitive pricing from various electric suppliers. Unfortunately, the pricing provided by other supplies came in higher than the new anticipated rate by ComEd that will take effect on June 1, 2020. Please see attached BID document for reference. Based upon the bids received, there are no savings available to residents by purchasing energy from an alternative provider. As such, NIMEC is proposing an alternative EMA program options for a period of one year. The option would be to select Eligo Energy who has offered to match the variable ComEd rate, from month to month, and provide a one-time civic contribution grant of \$117,520.

Terms of the program include:

-- Residents may opt out and leave the aggregation program at any time for any reason, and will never be charged an early termination fee.

- Residents who have already contracted with another supplier on their own are not included in the program.
- All residents will continue to be billed by ComEd.
- All residents will pay the exact same variable ComEd default rate.

President Pekau had comments. (refer to audio file)

I move to approve the Electrical Municipal Aggregation program with the matching variable ComEd Rate for a period of 12 months with Eligo Energy for the supply of electric energy to Village residents pursuant to the Village's electricity aggregation program

And,

Authorize the Village Manager to negotiate terms of a civic contribution on the Village's behalf.

**A motion was made by Trustee Healy, seconded by Trustee Milani, 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

## NON-SCHEDULED CITIZENS & VISITORS

The following people had sent in question to be read to the Board:

Kim M., Jim Longino, Mary Ann Quinlan, Jan Pietrzak, Mary Beth Niziol, Nick Unijewski, Jeanette Quirk, Breanne Brebozzetti, Jenna Ligdas, Moira Kelly, Meghan McEntee, Linda Kateelo, Sarah Kuchel, Hannah McCorry, Kristin Hawksworth, Michelle Niccolai, Diane Devito, Mary Vogelsang, Amy Vogelsang Holly Fingerle, Matt Tedeschi, Kristin Scialabba, Barbara Dutton, Lori Hermanson, Ken Hermanson, Tammy Georgiou, Abby McEntee, Mary Ann Quinlan, Carolyn Bonistalli, Donald Wagner, Rosemarie Colacino and Linda Kateeb.

## BOARD COMMENTS

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

**ADJOURNMENT: 9:55 P.M.**

**A motion was made by Trustee Dodge, 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

**2020-0375 Audio Recording for May 18, 2020 Board of Trustees Meeting**

**/AS**

Respectfully Submitted,

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**John C. Mehalek, Village Clerk**