

VILLAGE OF ORLAND PARK

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



Meeting Minutes

Monday, June 1, 2020

7:00 PM

Village Hall

Board of Trustees

Village President Keith Pekau

Village Clerk John C. Mehalek

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

CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:23 P.M.

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

VILLAGE CLERK'S OFFICE**2020-0379 Approval of the May 18, 2020 Regular Meeting Minutes**

The Minutes of the Regular Meeting of May 18, 2020, were previously distributed to the members of the Board of Trustees. President Pekau asked if there were any corrections or additions to be made to said Minutes. There being no corrections or additions,

I move to approve the minutes of the Board of Trustees Meeting of May 18, 2020.

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

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

Nay: 0

ACCOUNTS PAYABLE**2020-0373 Accounts Payable from May 19, 2020 - June 1, 2020 - Approval**

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

I move to approve the Accounts Payable from May 19, 2020, - June 1, 2020, in the amount of \$2,644,097.69

A motion was made by Trustee Calandriello, seconded by Trustee Nelson Katsenes, that this matter be APPROVED. 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: 0

Abstain: 1 - Trustee Calandriello

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Nelson Katsenes, seconded by Trustee Fenton, 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

2020-0374 Payroll for May 29, 2020 - Approval

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

I move to approve the Bi-weekly Payroll for May 29, 2020, in the amount of \$1,054,066.99

This matter was APPROVED on the Consent Agenda.

2020-0381 Centennial Park Aquatic Center (CPAC) Stair and Landing Replacement - RFP 20-014 Award

On May 4, 2020, the Village of Orland Park issued RFP 20-014 for the replacement of the existing fiberglass stairs and landings leading up to Slide A and B Tower at the Centennial Park Aquatic Center (CPAC). The existing fiberglass stairway materials are nearing the end of their lifecycle and are need of replacement. Landings and risers/treads will be replaced with a composite galvanized metal and precast reinforced concrete system. Anti-slip aggregate will be added to the paint for the treads. Painting of existing structural steel framing disturbed by the installation, as well as the new landings and stairs, is also included in the scope of work.

On the RFP closing date of May 18, 2020, ninety-one (91) suppliers matched the RFP scope of work, three (3) completely downloaded the RFP documents, three (3) partially downloaded the documents, and (1) vendor (Crossroads Construction Inc. of Lombard, IL) submitted a proposal. The total proposal price submitted by Crossroads Construction Inc. was \$153,750.00, which is below the amount budgeted for this particular project.

Despite only receiving one (1) proposal via the RFP process, Staff is requesting approval to award RFP 20-014 to Crossroads Construction Inc. Crossroads has successfully completed several projects at CPAC in the past few years. Their staff is responsive and projects have typically been completed on or before schedule.

A 4% contingency of \$6,250 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposal was submitted. With contingency included, the total amount requested for approval is \$160,000.00.

I move to approve RFP 20-014 Centennial Park Aquatic Center (CPAC) Stair and Landing Replacement to Crossroads Construction Inc. of Lombard, IL in an amount not to exceed \$160,000.00.

This matter was APPROVED on the Consent Agenda.

2020-0382 Disposal of Village Equipment (Online Auction) - Public Works Department - Ordinance

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

One (1) Crucial Server Cabinet, serial # 0031668

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

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

I move to pass Ordinance Number 5515, 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.

2020-0365 Ordinance Amending Appendices A and B to Salary Ordinance No. 5503

This Ordinance amends the previous Salary Ordinance presented to the Board at the February 3, 2020, Board meeting. Additional staffing changes have been/will be made as a result of reorganization efforts based on participation in the Early Retirement Incentive. Those changes include:

Full Time

Positions Removed

- Assistant to the Director - Public Works (Grade 6)
- V&E/Transportation Operations Manager (Grade 10)
- Division Manager/Assistant Recreation Director (Grade 11)
- Parks & Grounds Director (Grade 12)

Positions Added

- Security Systems Technician (Grade 6)

Title Changes

- Grounds Operations Manager position to Natural Resources & Facilities Operations Manager (Grade 10)
- Parks Operations Manager to Athletics Operations Manager (Grade 10)
- Director - Programs & Engineering Services changed to Engineering Programs & Services Director (Grade 12)
- Recreation Director changed to Recreation & Parks Director (Grade 12)

Grade Changes

- Communications Manager changed from Grade 5 to Grade 8
- Village Engineer position changed from Grade 10 to Grade 11
- Chief Technology Officer position changed from Grade 14 to Grade 13

Part Time

Positions Removed

- Clerk Typist Floater (Grade 400)
- Human Resources Assistant (Grade 400)
- IT Office Assistant (Grade 400)
- Program Assistant - Parks (Grade 400)
- Senior Property Maintenance Inspector (Grade 900)
- Senior Planner/Project Manager (Grade 990)
- Special Projects Manager (Grade 990)

Position Added

- IT Office Coordinator (Grade 500)
- Human Resources Coordinator (Grade 600)
- VMO Administrative Assistant (Grade 600)

I move to approve Ordinance No. 5516 entitled: ORDINANCE AMENDING APPENDICES A AND B TO ORDINANCE NO. 5503.

This matter was APPROVED on the Consent Agenda.

2020-0384 RFP 20-017 Fencing Installation Services - Rejection

RFP 20-017 Fencing Installation Services was issued on May 13, 2020, soliciting unit prices for the installation of split-rail and athletic field fencing. Upon closing of the RFP on May 27, 2020, the Village had received pricing from only one vendor, Chandler Property Preservation LLC. Based upon prior fencing installations, the pricing provided in this proposal is higher than the Village typically sees for similar projects.

Staff recommends that the Village Board reject the submitted proposal. To ensure the Village is receiving competitive pricing, Staff suggests to either separate the

athletic field and split-rail fencing up into two separate RFPs or to solicit three (3) quotes from local vendors on an annual basis for fence installation services.

I move to approve rejection of the sole proposal for RFP 20-017 Fencing Installation Services.

This matter was APPROVED on the Consent Agenda.

2020-0395 Resolution Approving Amended Emergency Operations Plan

Members of the Orland Park Police Department along with the Village's ESDA Coordinator performed a fourteen month revision of the Village's Emergency Operations Plan to meet the unfunded mandates under Title 29: Emergency Services, Disasters, And Civil Defense Chapter I: Illinois Emergency Management Agency Subchapter C: Administration And Organization Of Political Subdivision Emergency Services And Disaster Agencies Part 301. The changes specifically include how each political subdivision, under the Emergency Operations Plan will perform each of the following functions, and identify and assign specific areas of responsibility for performing the functions in response to an emergency or disaster:

- 1) Administration and finance;
- 2) Agriculture and natural resources;
- 3) Critical infrastructure and key resource restoration;
- 4) Debris management;
- 5) Detection and monitoring;
- 6) Donation management;
- 7) Energy and utilities services;
- 8) Firefighting/fire protection;
- 9) Human services (including food, water and commodities distribution);
- 10) Incident and needs assessment;
- 11) Information collection, analysis, and dissemination;
- 12) Law enforcement;
- 13) Mutual aid;
- 14) Private sector coordination;
- 15) Public works and engineering;
- 16) Search and rescue;
- 17) Transportation systems and resources; and
- 18) Volunteer management

Additionally, the Emergency Operations Plan now must include annexes on how the political subdivision will perform each of the following functions for:

- 1) Direction, Control and Coordination
- 2) Communications
- 3) Warning/Emergency Information
- 4) Public Information

- 5) Disaster Intelligence/Damage Assessment
- 6) Evacuation and Population Protection
- 7) Mass Care or Population Related Disaster Services

I move to pass Resolution 2026 entitled: RESOLUTION APPROVING EMERGENCY OPERATIONS PLAN

And

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

This matter was PASSED on the Consent Agenda.

PUBLIC SAFETY

2020-0376 An Ordinance Amending “Appendix B -Fine Schedule” of the Orland Park Village Code in Regard to the Imposition of Fines and Penalties- Recommended Ordinance.

The Police Department is seeking to amend the Fine Schedule under Appendix B of the Orland Park Village Code, specifically, Title 7, Chapter 5 Section 12, Solicitors, and Title 8 Chapter 6 Section 5 Subsection 17 and 18 Offenses; Retail Theft and Theft over \$500 by increasing the penalties associated with these violations.

The Police Department is seeking to increase penalties for these violations to provide additional deterrence for retail theft from vulnerable businesses and reduce the risk to the safety and welfare of residents by enhancing the fines for unregistered solicitors. A summary of the increases are as follows:

The first offense of unauthorized solicitation would increase from \$75 to \$150. A second offense would be raised to \$250 from the current \$125. A third violation would rise to \$500 instead of \$300. A fourth subsequent violation would result in a \$1,000 fine.

A first offense retail theft violation with a value of under \$300 would increase to \$300 from \$250. A first offense violation for a theft over \$500.00 would also increase from \$250 to \$300.

I move to recommend to the Village Board to pass Ordinance Number 5517, entitled; AN ORDINANCE ENTITLED: AN ORDINANCE AMENDING “APPENDIX B -FINE SCHEDULE” OF THE ORLAND PARK VILLAGE CODE IN REGARD TO THE IMPOSITION OF FINES AND PENALTIES.

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

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

Nay: 0

MAYOR'S REPORT

2020-0378 Amend Title 7 Chapter 4 - Number of Class B Liquor License - Ordinance

Decrease the number of Class B liquor licenses from thirty (30) to twenty-nine (29) because Orland Pantry located at 9005 151st Street has closed. The owner of Orland Pantry has purchased Orland Liquors.

I move to pass Ordinance Number 5518, entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS B LIQUOR LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS

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

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

Nay: 0

2020-0387 Resolution Concerning Distribution of Cares Act Funding

The federal government appropriated funding for state and local governments in the Coronavirus Aid, Relief, and Economic Security Act (the "CARES Act"), signed into law by President Donald J. Trump on March 27, 2020 to provide flexibility to state and local governments as they grapple to respond to emerging service needs for their communities and citizens. Subsequently, the Illinois General Assembly adopted SB 1805, which addressed the allocation of CARES Act funding to municipalities and counties based on proportionate population; however, the bill further provided that "units of local government, or portions thereof, located within the five Illinois Counties that received direct allotments from the federal Coronavirus Relief Fund will not be included in the support program allotments."

The five counties receiving direct allotments from the CARES Act include Cook and Will Counties, and therefore, municipalities in these counties, including the Village of Orland Park, will not be eligible for a per capita distribution of CARES Act funding from the state. As of June 1, 2020 the counties of Cook and Will have not distributed any allotments from the CARES Act, nor have they developed or communicated a plan to distribute those allotments.

The Village needs to make all efforts to encourage the Illinois General Assembly, the Governor of Illinois, and the Cook and Will County Boards to take action to

ensure that CARES Act funding is distributed to units of local government across the state on a per capita basis, including the five counties receiving direct federal allotments, to ensure that all units of local government are treated equitably and have access to federal government funding to fuel their recovery.

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

I move to pass Resolution Number 2024, entitled: RESOLUTION CONCERNING DISTRIBUTION OF CARES ACT FUNDING

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

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

Nay: 0

2020-0388 Resolution Concerning the Village of Orland Park's Suggested Modification to the Restore Illinois Plan

It is the desire of the Village to continue to dialogue with the state leadership to assist with re-opening efforts and provide feedback regarding the conditions and needs of the residents and businesses of the Village of Orland Park. Passage of the attached resolution would authorize the Village to make all efforts to encourage the Governor to make the following modifications to the "Restore Illinois" Plan:

- To provide that restaurants may reopen dine-in service with limited capacity and other precautions during Phase 3, beginning May 29, 2020;
- Provide for the drawing of regional boundaries based on hospital capacity or IL Emergency Response Regions rather than the Illinois Department of Public Health regions;
- To adjust the timing of progression through the phases of the Plan to 14 days per Phase instead of 28 days per phase;
- To provide specific guidelines for vulnerable populations in Phases 3 and 4 of the Plan, including guidance that vulnerable populations should continue to follow stay-at-home restrictions, including work from home and limiting to essential functions, where at all possible even in Phases 3 and 4; and encouraging accommodations to those vulnerable populations;
- To provide specific guidelines for long-term care facilities in Phases 3 and 4 of the Plan, including guidance for long-term care facilities to maintain strict hygiene, sanitary and PPE standards and to prohibit visitors until Phase 5 of the Plan is implemented.

- To adjust the requirements for moving to Phase 5 to align with the metrics that were used to move from Phases 2 to 3 and Phases 3 to 4.

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

I move to pass Resolution Number 2025, entitled: RESOLUTION CONCERNING THE VILLAGE OF ORLAND PARK'S SUGGESTED MODIFICATIONS TO THE RESTORE ILLINOIS PLAN

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

2020-0401 Emergency Matter - Ordinance Imposing a Curfew in the Village of Orland Park

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

I move to pass Ordinance Number 5519, entitled: ORDINANCE IMPOSING A CURFEW IN THE VILLAGE OF ORLAND PARK

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

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

Nay: 0

VILLAGE MANAGER'S REPORT

2020-0361 COVID-19 Economic Development Business Incentives - Ordinance

The Village Board desires to establish an economic development incentive program as a business assistance program. The purpose of which is to recruit and retain businesses within the Village, thereby stimulating the economy of and within the Village, providing employment for residents of the Village and others, further expanding the goods and services available for purchase and consumption by businesses and residents of the Village, and further increasing the sales and use taxes collected by the Village.

The following summarizes each economic development incentive program;

Non-traditional Sales Tax Sharing Program

Industrial development applicants who wish to locate or expand their operation within the Village of Orland Park, may apply to receive an amount of up to 50% of the Village's share of enhanced sales taxes.

Back-fill Vacant Restaurant Incentive Program

Incentive to induce potential applicants to back-fill existing vacant restaurants with new restaurant establishment. Successful applicants will share in sales taxes derived from applicant's property or business in an amount which shall not exceed 50% percent of the Village's share of any sales taxes generated to be used towards improvements for the business.

Hotel Incentive Program (New Hotels)

The Village currently collects a 5% Transient Occupancy Tax which shall be shared with a new hotel to be used towards improvements of the business.

Hotel Incentive (Existing Hotels)

Eligible applicants will receive 2%(or 40% of the net) of the Village's share of hotel tax proceeds to be shared to the existing hotel for a period of 12 months.

Sales Tax Sharing (Small Businesses)

Small Businesses impacted by the COVID-19 Pandemic can apply for a 90-day, 50/50 sales tax share.

Orland Park Commercial Impact Program

New commercial projects will receive a 25% reduction on permit/impact fees and a 25% reduction on water tap fees.

Advanced Manufacturing Incentive

Any applicant of a newly established or proposed expanding manufacturing facility, shall receive partial village-specific property tax exemptions for improvements.

The Village Board finds that increased tax collections realized in connection with such program will enable the Village to provide expanded and improved municipal services to and for the benefit of the Village, while at the same time providing public-related improvements to the Village and its taxpayers and residents.

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

I move to approve Ordinance 5520, entitled: AN ORDINANCE AMENDING ARTICLE 1 (OFFICIAL MUNICIPAL CODE), CHAPTER 13 (ECONOMIC DEVELOPMENT ADVISORY BOARD), SECTION 4 (ADDITIONAL USES OF ECONOMIC DEVELOPMENT LOAN PROGRAM FUNDS) OF THE VILLAGE OF ORLAND PARK CODE, AS AMENDED

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

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

Nay: 0

2020-0399 Outdoor Fitness Ordinance

As part of Phase 3 of the revised Restore Illinois Plan, health and fitness centers are able to resume limited operations. Health and fitness services are limited to one-on-one training or outdoor fitness classes with up to 10 participants. Some health and fitness centers have reported that they lack appropriate outdoor space to conduct such classes. The Village can assist health and fitness centers that lack adequate space on their properties to provide outdoor fitness classes by allowing, on a temporary basis, the usage of Village property to conduct fitness classes in compliance with Restore Illinois guidelines.

President Pekau had comments. (refer to audio file)

I move to approve Ordinance 5521 entitled: AN ORDINANCE ALLOWING ORLAND PARK HEALTH AND FITNESS BUSINESSES TO UTILIZE VILLAGE PROPERTY TO CONDUCT FITNESS CLASSES IN COMPLIANCE WITH RESTORE ILLINOIS GUIDELINES

A motion was made by Trustee Calandriello, 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

BOARD COMMENTS

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

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) setting a price for sale or lease of village property;

A motion was made by Trustee Fenton, 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

RECONVENE BOARD MEETING

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

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) the appointment, employment, compensation, discipline, performances or dismissal of specific village employees; c) setting a price for sale or lease of village property.

Present: 6 - Trustee Fenton, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani and Village President Pekau

Absent: 1 - Trustee Dodge

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

2020-0403 Resignation and Release Agreement - Wynslow Thresh

I move to approve the full and final resignation and release agreement with Wynslow Thresh, AFSCME Council 131 representing Local #368 and the Village of Orland Park.

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

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

Nay: 0

Absent: 1 - Trustee Dodge

ADJOURNMENT: 8:39 P.M.

A motion was made by Trustee Fenton, seconded by Trustee Healy, 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

2020-0423 Audio Recording for June 1, 2020 Board of Trustees Meeting

NO ACTION

/AS

APPROVED: June 15, 2020

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk