

VILLAGE OF FRANKFORT
DEPARTMENTAL OPERATIONS COMMITTEE MEETING MINUTES
September 9, 2009

CALL TO ORDER

Chairman Dick Trevarthan called the Departmental Operations Committee meeting to order at 6:18 p.m. on Wednesday, September 9, 2009, at the Village Administration Building, 432 W. Nebraska Street.

ROLL CALL

Committee members present included Mayor Jim Holland, Chairman Dick Trevarthan, Members Keith Ogle, Don Sues and Bob Tutko. Others in attendance were Trustee Kevin Egan, Administrator Jerry Ducay, Asst. Village Administrator Howard Sloan, Police Chief Rob Piscia, Superintendent of Public Works Terry Kestel, Interim Utilities Director Cliff Janeliunas, Tom Agema from NuWay Disposal, Aaron Fundich from Robinson Engineering and Sue Lafferty from the *SouthtownStar* newspaper.

APPROVAL OF MINUTES (August 12, 2009)

Member Ogle made a motion (#1), seconded by Chairman Trevarthan, to approve the minutes of August 12, 2009, as presented. The motion was unanimously approved.

ADMINISTRATION BUILDING EXPANSION: ARCHITECTURAL SERVICES AGREEMENT UPDATE

Administrator Ducay provided an overview of the progress to date on the architectural services agreement with Architectural Resource Corporation for the administration building expansion. He noted that since the last DOC meeting there has been discussion as to whether the construction management and architectural services contracts were intended to be linked together at the rates that were quoted. ARC's Max Bianchini believes that the rates should be linked for both contracts. Mr. Ducay explained that it is the Village's view that the rate of 5.75 percent (5.75%) for reimbursable expenses was intended for the architectural services agreement only. Mr. Ducay noted that he contacted Chuck Smith of Arete 3, one of the top three firms considered for the project, to provide an updated rate quote for the architectural services contract. Mr. Smith quoted a rate of 5.5 percent (5.5%) for the architectural services contract only, based on current economic conditions.

Administrator Ducay asked the committee for direction as to whether the top three architectural firms should be contacted for updated quotes for the architectural services contract.

During the discussion that ensued, Mayor Holland and Trustee Trevarthan both stated that in their opinion it was in the best interest of the Village for staff to contact the architectural firms for updated pricing for the architectural services contract, especially in light of the current

economic climate. Administrator Ducay stated he will contact the firms for updated architectural services rate quotes.

VERIZON TELECOMMUNICATIONS LEASE AGREEMENT APPROVAL: 1025 LAMBRECHT ROAD

Administrator Ducay provided an overview of the Verizon Telecom's lease agreement as presented in Jeff Cook's memo. Verizon seeks to remove abandoned Cingular/AT&T equipment from atop the water tower at 1025 Lambrecht Road and install new equipment. Mr. Ducay noted Verizon would have exclusive use of the equipment shelter for the term of the lease, limited to 20 years.

Mayor Holland made a motion (#2), seconded by Member Ogle, to forward a recommendation to the Village Board to approve a 20-year telecommunications lease agreement with Verizon Wireless for use of the Lambrecht Road Water Tower for their telecommunications equipment, as presented. The motion was approved by all present.

116TH AVENUE AND EJ & E RAILROAD CROSSING IMPROVEMENTS: BID APPROVAL

Asst. Village Administrator Howard Sloan stated six bid proposals were received for improvements to the EJ & E railroad crossing at 116th Avenue as reviewed by Robinson Engineering. He stated the low bid for the improvements was received by D Construction in the amount of \$156,062.10.

Mr. Sloan noted the Village of Frankfort will be the lead agency for the project, being responsible for awarding the contracts for all improvements. He further noted the Village would be reimbursed by Canadian National and the Village of Mokena for their respective cost share of the improvements.

Mayor Holland made a motion (#3), seconded by Member Ogle, to forward a recommendation to the Village Board to accept the bid and award the 116th Avenue and EJ & E Railroad crossing improvement contract to D Construction in the amount of \$156,062.10. The motion was approved by all present.

PUBLIC WORKS DEPARTMENT

A. Scavenger Services Agreement Update

Administrator Ducay provided an update on the Village's existing waste agreement with NuWay Disposal. He stated the contract contains a clause in the agreement that allows for an adjustment of rates to the service agreement. Tom Agema of Homewood/NuWay Disposal was introduced to provide information to the committee on the reason for his company's request for a rate increase. He stated the request was due to excessive increases in tip fees for haulers.

Mayor Holland provided an overview of the Village's current budget situation, including the fact that the Village has seen a million dollar decrease in its sales tax revenue. He was, therefore, very reluctant to make any type of change in the rate structure that would impact the budget.

Chairman Trevarthan asked what the number in real dollars would be for a 2 percent increase in the garbage collection fees. Mr. Agema replied it would be a \$25,000 increase for this year.

It was Administrator Ducay's recommendation not to allow an increase at this time, based upon the Consumer Price Index (CPI) being non-existent this year.

It was the consensus of the committee to take no formal action on the rate request at this time. The committee recommended that Mr. Agema provide a more formal request detailing the need for the collection fee increase.

B. Department Update

Supt. Kestel stated the Historical Museum and LaSalle Street Securities buildings are now completely separate entities with regards to all utility and fire suppression system facilities.

C. Sauk Trail Tree Replacements

Chairman Trevarthan inquired about the replacement of several dead trees along Sauk Trail that had been planted in conjunction with the road improvement project. Staff stated the trees are out of warranty and any trees requiring replacement will be replaced at Village cost.

UTILITIES DEPARTMENT

A. New Water Tower and Water Main: Bid Approval

Asst. Administrator Sloan provided the committee with an update on the bids received for construction of a new water tower and water main facilities proposed for Elsner Road and the EJ & E/CN Railway. He noted that CB & I Constructors, Inc. was the low bidder for the water tower project (\$2,259,000.00) and J.S. Alberico Construction for the 12" water main extension project (\$112,660.00). Mr. Sloan further noted that both projects were part of the Village's application for a Public Water Supply (Low Interest) Loan Agreement with the Illinois Environmental Protection Agency.

Discussion ensued regarding the current status on the loan application through the IEPA for the project funding. Staff informed the committee that it is their intention to move forward with the water tower project. Aaron Fundich from Robinson Engineering noted that the Village is waiting to hear if its loan application will be funded by the State.

Mayor Holland made a motion (#4), seconded by Member Sues, to forward a recommendation to the Village Board to accept the low bids on both projects and award the contract to CB & I Constructors, Inc. for the water tower project in the amount of \$2,259,000.00 and J.S. Alberico

Construction for the water main extension project in the amount of \$112,660.00. The motion was approved by all present.

B. Department Update

Mr. Sloan stated that a new director and foreman/supervisor have been hired for the Utilities Department. They will be introduced to the committee at the next DOC meeting.

OTHER BUSINESS

A. Lake Michigan Water Update: Discussion

Administrator Ducay presented the committee with an update on the Lake Michigan water discussion. He stated a report will be brought forward that shows the actual cost involved in converting to Lake Michigan water. He further indicated the report will also include a total cost for residents.

B. Video Poker

Chairman Trevarthan presented the committee with a letter from the Transportation for Illinois Coalition (TFIC) in which the Chicago-based unions stated their support for the implementation of video poker to help fund the state's capital construction program. The unions encouraged local municipalities to do the same.

C. Vehicle Purchase: Ford Expedition

Administrator Ducay requested committee approval of the purchase of a new Ford Expedition for the Director of Utilities. He stated the vehicle would be purchased from Currie Motors in the amount of \$28,700.

Mayor Holland made a motion (#5), seconded by Member Ogle, to forward a recommendation to the Village Board authorizing an expenditure in the amount of \$28,700 to Currie Motors for a new Ford Expedition. The motion was approved by all present.

D. Tree Preservation

Chairman Trevarthan expressed concern over residents cutting down mature trees without notice. He provided an example of a resident on White Street and West Bowen who is constructing a house and has intentionally severed the roots to a mature tree on the property with a buzz saw. Chairman Trevarthan suggested that language in the tree preservation ordinance should be strengthened to keep mature trees from being damaged and cut down by residents.

Howard Sloan stated that the tree preservation ordinance requires the replacement of trees that are cut down.

There was additional discussion held regarding the Route 30 road improvement project and how the improvements were going to impact businesses and residents. Mayor Holland suggested a presentation be given to inform the public of the upcoming improvements. Howard Sloan stated he would contact IDOT for several available dates to schedule a public meeting.

ADJOURNMENT

Hearing no further business, Member Ogle made a motion (#6), seconded by Chairman Trevarthan, to adjourn the Departmental Operations Committee meeting at 7:35 p.m. The motion was unanimously approved.

Recorded by: Chief Rob Piscia (via tape)

Transcribed by: Debbie Cox