VILLAGE OF ORLAND PARK

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

Meeting Minutes

Monday, October 21, 2013

6:00 PM

Village Hall

Public Works and Engineering Committee

Edward G. Schussler, Chairman
Trustees Kathleen M. Fenton and Carole Griffin Ruzich
Village Clerk John C. Mehalek

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:11 PM.

Present: 3 - Chairman Schussler; Trustee Fenton and Trustee Griffin Ruzich

APPROVAL OF MINUTES

2013-0610 Approval of the September 16, 2013 Public Works Minutes

I move to approve the Minutes of the Regular Meeting of the Public Works Committee of September 16, 2013.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

ITEMS FOR SEPARATE ACTION

2013-0627 Oak Lawn Water Supply Agreement

Village Manager Paul Grimes reported that the current water supply agreement with Oak Lawn and the Village has expired, and our extension with Oak Lawn expires on Dec. 31, 2013. For the past 30 months, Oak Lawn and the Villages of Tinley Park, Orland Park, New Lenox, Mokena, and the City of Oak Forest have met to prepare and then negotiate multiple terms and conditions to identify enduring terms of water service to provide predictability and stability to water supply.

The Regional Water System deal terms between the Village of Oak Lawn, Illinois and the Customer Communities (Orland Park, Oak Forest, Tinley Park, Mokena, and New Lenox) represent a comprehensive restructuring of the business terms and conditions between Oak Lawn and its Municipal customers to provide for a significant upgrading of the Regional Water System. The proposed system is in accordance with the 2008 Oak Lawn Regional Water Plan, and will provide a 40-year service commitment by Oak Lawn to provide Lake Michigan water to its customers meeting best practices in public water utility operations and management.

The Village of Oak Lawn has represented that the final Agreement with the Southwest customers will be used as the template for future customer water Agreements with other existing customers, including Chicago Ridge, Palos Hills, and Palos Park; and in the future, the Villages of Matteson, Country Club Hills, and Olympia Fields.

A summary of the deal terms, as prepared by the consultant to the Customer Communities, is attached to the Committee Packet. A slide deck is attached to the Committee Packet that further summarizes the contemplated deal terms. In addition, a Frequently-asked Questions (FAQ) document is also attached to the Committee Packet.

The proposed timeline is for Customer Communities to adopt the proposed agreement in November 2013 so that preparation of bid packages for commencement of the system improvements can begin in January 2014. It should also be noted that a portion of the proposed 60-inch parallel water main will be sited through Forest Preserve District (FPDCC) right-of-way that is also licensed to ComEd for high-tension lines. Approval from Cook County will be required to locate the line below or immediately adjacent to the existing ComEd lines. Minimal impact is expected, and several discussions with Cook County Commissioners and FPDCC staff have already occurred.

As such, staff will bring the outlined deal terms to both sets of Committees, October 21st and November 4th, respectively. The final form of agreement will be advanced to the full Village Board for consideration at its November 18th meeting.

Manager Grimes stated that the purpose of the Oak Lawn Water Supply Agreement is to correct the aging water system that was put in place in the 1970's and through the years has been patch-worked together. He added that there is one line that feeds all the southwestern communities, which was fine when there were only 80,000 residents, however there is now over 180,000 residents with projections of 2030 to be much higher. He continued to say that there is the aging system along with agreements that are expiring that are currently on an extension. He stated that Oak Lawn is proposing some regional improvements to meet the 2030 IEPA water allocations. He went on to say that the basis of most of the negotiations with Oak Lawn were in regards to how the village would operate the system, who was going to pay for it, what is the oversight, and what the customer oversight would be. He added that capital cost would be 171 million dollars in improvements that would be shared by the water customers to the Oak Lawn water system which included Orland Park. There are five communities that constitute 80% of the wholesale customer base of Oak Lawn: Orland Park, Tinley Park, Oak Park, Mokena and New Lenox. He stated that the deal terms are basically finished and that the final contract should be done within the couple weeks.

Trustee Ruzich stated that she was happy to see that the process was coming to a conclusion.

Trustee Fenton stated that she had sat down with Manager Grimes, and he had explained how decisions were made and how the new system was going.

Chairman Schussler stated that he had the privilege of attending some of the meetings regarding the agreement. He added that there were thousands of hours that went into getting to the point that the village is now with the agreement and that it was a very large task to get all the communities on the same page. He noted that this project was a good example of how government should work because everyone was able to come together and make an agreement.

I move to recommend adoption of the proposed deal terms between Orland Park and the five Customer Communities and the Village of Oak Lawn for a long-term water supply agreement, subject to incorporation of those deal terms in a final written agreement.

And

Further move to refer this matter to the Finance Committee and the Village Board for consideration and approval.

A motion was made by Chairman Schussler, seconded by Trustee Griffin Ruzich, that this matter be RECOMMENDED FOR APPROVAL to the Finance Committee. The motion carried by the following vote:

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0614 Rental Holiday Pole Decorations and Banners 2013 - 2015

Infrastructure Maintenance Director John Ingram reported that Folgers Flag & Decorating, Inc. has been providing holiday street pole banners and unlit pole decorations on rental basis. They provide 124 unlit pole decorations (Toy Soldiers and Fantasy trees with pole trim garland) and 30 holiday banners, installation, and removal. The decorations are installed in Old Orland, 159th Street, 151st Street, 94th Avenue, and Ravinia Avenue. The 30 banners currently used are installed on the north side of 159th Street.

Staff looked into the possibility of going to bid for the services that Folgers Flag has been providing; however, no other companies can compete with the pricing of Folgers Flag because they already have the decorations constructed. Any new bidders would have to include the cost of construction of new decorations in their bid, that's driving up the cost.

In addition to the ability to display unlit pole decorations, there are now 210 light poles in the village that are equipped with outlets that are capable of displaying lighted LED holiday decorations. These poles are located on LaGrange Rd. from 141st St. to 167th St; 159th St. from west of Ravinia avenue to 94th Ave.; 151st St. from LaGrange Rd. to Lakeview Dr.; 94th Ave. from 151st St. to 159th St.; 143rd St. from the Metra tracks to John Humphrey Dr., and the street poles in the Main

Street area are equipped with outlets. New LED displays would cost approximately $500 per pole display. The addition of LED holiday street pole decorations in the defined area above would be considered for future budgets.

I move to recommend to the Village Board to approve a three-year lease contract extension with Folgers Flag & Decorating Company for holiday pole decorations for the 2013, 2014, and 2015 holiday seasons at an annual cost not to exceed $9,600.00.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0612 Village-Owned Holiday Decorations 2013 - 2015

Director Ingram reported that Bright Ideas has provided the installation, maintenance, takedown and storage of all village-owned holiday displays at the Village Hall, along Ravinia Avenue, and at Centennial Park since 2001. In addition, Bright Ideas provides the animated lights and music on the trees along Fun Drive at no cost to the village. In 2009, Bright Ideas replaced all of the lighted snowflakes along LaGrange Road at no cost to the village. Bright Ideas staff members are on-site for the Mayor's Annual Tree Lighting to work with Village staff to make sure all displays are turned on and in working order. All of the decorations are stored at Bright Ideas.

The services that Bright Ideas provides are only for village-owned holiday displays, which include all of the ground displays that are located in Centennial Park and along Ravinia Drive. The street pole holiday banners and decorations (Toy Soldiers and Fantasy trees with pole trim garland) are separately rented from Folgers Flag.

Staff has been researching other companies in anticipation of a new bid for the installation, maintenance, storage, set up and removal services for the decorations the Village owns, but was unable to find any local companies that will take-on products that they did not sell to the customer. Several other companies that were contacted only sell products, but do not provide any other services, such as maintenance or storage, which are currently provided by Bright Ideas.

Due to the lack of other local companies willing to offer the needed services and the need to reuse the existing decor, staff recommends waiving the bids and accepting a proposal three-year from Bright Ideas for the 2013 to 2015 holiday season. In the future, if the Village wishes to purchase new decorations, the expense would need to be planned for in the budget process.

I move to recommend to the Village Board to approve to waive the bid process

And

Recommend accepting the proposal from Bright Ideas Inc. for the installation, maintenance, takedown and storage of holiday displays along Ravinia Avenue and at Centennial Park for the 2013, 2014, and 2015 holiday season at an annual cost not to exceed $24,937.00.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0615

Director Ingram reported that In September, 2012, the Orland Fire Protection District (OFPD) approached staff regarding the Village-owned pond property (163rd Place Industrial Pond) adjacent to their training facility on 163rd Place. They are in the process of making upgrades to their training facility improving their training capabilities and want to incorporate a water area for diver training. This Village-owned site is currently a dry pond which is only accessible through OFPD property. They intend to excavate within the existing footprint, creating a wet pond of sufficient depth for training purposes. There would be no detrimental impact to the storage capacity after conversion to a wet pond. Appropriate engineering and permitting would also be required. Maintenance and upkeep of the pond will become the responsibility of the OFPD.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0616 Gasoline and Diesel Fuel Purchase - Contract Extension

Director Ingram reported that In October of 2010, the Village of Orland Park published a legal notice and advertised for bids to supply gasoline and diesel fuel to the Village. In 2010, the Village entered into a contract with Avalon Petroleum Company of Kankakee, Illinois. Under the terms of the specifications, the contract can be renewed annually if mutually agreeable with both parties for up to five (5) additional years. The end of the third year of the contract will be December 31, 2013.

Avalon Petroleum Company has been the Village's supplier of fuel for the past nineteen years and has an excellent record for responding to the Village's needs, promptness in delivery, billing and quality of fuel. Therefore, staff would like to renew the contract for the delivery of gasoline and diesel fuel for Fiscal Year 2014.

I move to recommend to the Village Board to approve renewing the contract for gasoline and diesel fuel with Avalon Petroleum Company of Kankakee, Illinois, for Fiscal Year 2014 for an amount not to exceed the Board approved budget amount.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0617 108th Avenue 16" Watermain Repair - Approval

Director Ingram reported that on Thursday, October 3, 2013, staff observed from our SCADA System higher volumes of water than normal being pumped from the 153rd Street Booster Station. As a result, staff initiated a search and discovered a leak on the 16" watermain south of the intersection of 108th Avenue and Crystal Springs Lane. Due to its location, depth and size, Airy's, Inc. of Tinley Park, Illinois, was contacted to complete the repair. The work was completed for a total cost of $11,279.10. A contract is in place between the Village and Airy's, Inc. to perform this type of work on an emergency basis.

I move to recommend to the Village Board to approve payment to Airy's, Inc. of Tinley Park, Illinois, for the October 3, 2013, watermain repair south of the intersection of 108th Avenue and Crystal Springs Lane in an amount not to exceed $11,279.10.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0618 2013-2014 Road Salt Annual State Joint Purchasing Program

Director Ingram reported that In March, the Public Works Department went to Board and received approval to renew our agreement with the Illinois Department of Central Management Services for our annual State Joint Purchasing Program purchase of road salt. Since that time, we have been advised of the vendor and cost of salt for this year. The vendor this year will be Cargill Incorporated Salt Division, 24950 Country Club Boulevard, North Olmsted, Ohio, for a price of $51.28 per ton. We are required to purchase a minimum of 4,000 tons for the year. The Village has spent an average of $291,613 per year on road salt over the last four years.

Trustee Fenton asked how the price of $51.28 per ton compared to the 2012-2013 price.

Director Ingram replied that is was about $6.00 less than then 2012-2013 price.

I move to recommend to the Village Board to approve an agreement with Cargill Incorporated Salt Division of North Olmsted, Ohio, for the purchase of salt for the 2013-2014 winter season for a cost not to exceed $51.28 per ton and a total cost not to exceed the Fiscal Year 2014 Board approved budgeted amount.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0619 Creekside Subdivision - South Drainage Improvements - Bid Award

Director John Ingram reported that as part of the original flood study conducted by Christopher B. Burke Engineering, Ltd. (CBBEL) of Rosemont, Illinois, the Creekside Subdivision was one of several locations identified as needing improvements to the existing drainage system. Residents within the area just north of 143rd Street on Creek Crossing Drive have experienced extensive street and backyard flooding within this low area during even only moderate rainfalls. The large drainage area, a lack of overland flow routes, and the inability of the existing storm sewer to convey the runoff contribute to the problem.

To implement relief for this problem area, CBBEL has developed engineering plans and bid specifications for the required work. This work will include the replacement of existing storm sewer pipes servicing the area and the establishment of an overland flow route to convey runoff. On August 22, 2013, Village staff, along with CBBEL, met with impacted residents to review and

discuss the proposed work.

The legal notice for the Creekside Subdivision - South Drainage Improvement construction project ran in the SouthtownStar Newspaper on Wednesday, September 25, 2013. Five sealed bids were received and opened by the Village Clerk's Office on Wednesday, October 19, 2013 (bid tab attached). Superior Excavating Company of Channahon, Illinois, was the low bidder with a total cost of $51,471.15.

In addition, construction engineering is being requested from CBBEL. They have submitted a proposal in the amount of $16,500 for this oversight work.

I move to recommend to the Village Board to approve accepting the bid from Superior Excavating Company of Channahon, Illinois, for Creekside Subdivision - South Drainage Improvements for an amount not to exceed $56,471.15 ($51,471.15 plus $5,000 contingency);

And

Recommend to the Village Board to approve waiving the bid process;

And

Recommend to the Village Board to approve accepting the proposal from Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois, for Creekside Subdivision - South Drainage Improvements Construction Engineering for an amount not to exceed $16,500.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0623 Turf Mowing - Contract Extension

Director Ingram reported that on November 1, 2007, formal bids were opened for a three-year contract to perform turf mowing for the ponds, rights of way, parks and Metra Stations within the Village. Being the lowest bidder, Mid America Tree & Landscape, Inc. of Mokena, Illinois, was awarded mowing contracts for 2008, 2009 and 2010. A three (3) year contract extension, holding 2010 pricing was approved for 2011, 2012 and 2013. Mid America has been the Village's mowing contractor since 1999 and has successfully bid in 1999, 2000, 2001, 2005 and 2008. In spite of standard inflationary increases, Mid-America has offered an unprecedented contract extension, affording the Village a potential 0% increase through 2016; thus freezing their 2010 contract cost for three (3) additional years.

Mid-America's current contract with the Village ends December of 2013.

Mid America has continued to excel at mowing the approximately 800 acres weekly (500 acres for Parks and 300 acres for Public Works). Mid-America has offered to hold their current pricing of $19.75 per acre for three additional years (2014 through 2016). Parks and Public Works mutually agree that Mid America has consistently performed to expectations and agree that extending this multi-year contract provides a value-added benefit to the Village. When last bid, Mid America was more than ten percent (10%) lower than the next bidder.

I move to recommend to the Village Board to waive the bid process and approve extending the contract for turf mowing from Mid America Tree and Landscape, Inc. of Mokena, Illinois, for an additional three-year contract (2014, 2015 and 2016) at the 2010 pricing ($19.75 per acre) for an amount not to exceed the budgeted amount.

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

Aye: 2 - Chairman Schussler, and Trustee Fenton

Nay: 0

Abstain: 1 - Trustee Griffin Ruzich

2013-0622 Global Positioning System (GPS) Handheld Locator - Quotation

Director Ingram reported that the Public Works Department currently utilizes two Trimble GeoXT GPS (Global Position System) handheld locators. These handheld units are used to collect data regarding locations of water valves, hydrants, sanitary sewers, storm sewers, streetlights, signs, ponds, trees and multiple other infrastructures for the Geographical Information System (GIS) of the village. Utilizing the previously collected data, the units have been used to locate structures that have been buried by contractors.

These handheld units are over 5 years old and are becoming obsolete with the newer ESRI software utilized by our GIS. They have also become very limited on functionality. The new Trimble GeoXT units will be capable of holding additional existing infrastructure data and quicker operation.

There is only one authorized reseller of the Trimble GeoXT handheld unit for the area, Seiler Instrument of Westmont, Illinois. A quote was obtained from Seiler Instrument for two replacements Trimble GeoXT handheld units in the amount totaling $14,075.

Chairman Schussler asked why the bid process was asked to be waived.

Director Ingram replied because the supplier is the local representative for the technical equipment that is being used.

I move to recommend to the Village Board to waive the bid process;

And

Recommend to the Village Board to approve accepting the quotation from Seiler Instrument of Westmont, Illinois, for the purchase of two (2) Trimble GEOXT Handheld units for an amount not to exceed $14,075.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0624 Public Works Utility and Street Division Vehicles - Bid Award

Director Ingram reported that the 2013 Fiscal Year Budget has a Board approved line item for the purchase of two (2) replacement dump trucks with aftermarket equipment for the Public Works Street Division and for one (1) replacement dump truck with aftermarket equipment for the Public Works Utility Division. The trucks will replace two 1997 Ford trucks with 50,000 miles each and one 1996 Ford truck with 38,400 miles.

Legal notice was placed in the SouthtownStar Newspaper on Wednesday, September 25, 2013, for three (3) Single Axle Cab and Chassis.

Three (3) bids were received for processing. Sealed bids were opened by the Village Clerk's Office on Wednesday, October 9, 2013. Chicago International Trucks (C.I.T.) of Joliet, Illinois, was the lowest bidder with exceptions that have been reviewed by staff and will be allowed. Their bid price for three (3) 2014 or 2015 International 7400 Single Axle Trucks is $178,999 each. The price for the anti-ice (Option #1 - tank attachment) for two of the trucks is $12,736 each. C.I.T. can deliver in 180-240 days after receipt of purchase order. There were no local bidders.

The three (3) cab and chassis will be equipped with front snowplow and hook lift that allows for the chassis to be utilized in various scenarios no matter the season. It is staff's recommendation to purchase two cab and chassis with Option #1 and one cab and chassis without Option #1 for a total cost of $562,469.

We have been notified by C.I.T. that they will be purchased by Rush Enterprises, Inc. of New Braunfels, Texas, who will assume our contract.

Chairman Schussler stated that although the trucks are a little more expensive, it is cost effective because the trucks are more multi-functional with the hook arrangement.

Director Ingram stated that the hook allows the back end of the truck to be changed in just a matter of minutes.

Trustee Fenton asked if the money was coming out of the 2013 Public Works budget.

Director Ingram responded yes.

I move to recommend to the Village Board to approve awarding the bid for three (3) 2014/2015 International 7400 single axle cab chassis with equipment to Chicago International Trucks of Joliet, Illinois, for the Public Works Street and Utility Divisions in an amount not to exceed $562,469;

And

Recommend to the Village Board to approve the Consignment of Agreement and Consent to Assign transferring all rights, title, interest and obligations of the purchase agreement between the Village of Orland Park and Chicago International Trucks to Rush Enterprises, Inc. of New Braunfels, Texas, subject to final review.

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

2013-0626 Disposal of Certain Village Equipment at Public Auction - Recommended Ordinance

The Vehicles & Equipment Division of Public Works is requesting authorization to sell a Chevrolet Impala with 108,287 miles and a Ford Explorer with 116,355 miles that were not decommissioned in time for the auction conducted by the Southwest Conference of Mayors on October 5, 2013. Staff recommends utilizing the services provided by Manheim Arena Illinois located in Bolingbrook, Illinois, for the disposal of these vehicles.

Manheim is an alternative for the Village to dispose of surplus vehicles that the village has used with success previously. The vehicles would be delivered to the arena in Bolingbrook, Illinois. Manheim will sell the vehicles for a flat fee to the Village of $150 for each vehicle which also includes the title transfer. The Village would be paid 48 business hours after the sale by check or direct deposit.

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

The ordinance attached to the Committee Packet identifies the items to be sold at this auction.

I move to recommend to the Village Board to pass an Ordinance entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

ADJOURNMENT: 6:28 PM

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

Aye: 3 - Chairman Schussler, Trustee Fenton, and Trustee Griffin Ruzich

Nay: 0

/AJ

Approved: November 18, 2013

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk