

MINUTES OF THE WORKSHOP MEETING
OF THE VILLAGE OF WESTERN SPRINGS
PRESIDENT AND BOARD OF TRUSTEES
Monday, January 14, 2019

President Alice F. Gallagher, Presiding
Call to Order, 7:00 p.m.
Elaine Haeske, Deputy Village Clerk

Board Members Present

Berry Allen
Sheila Hansen
Heidi Rudolph
William Siffermann
Edward Tymick
James Tyrrell

Others Present

Ingrid Velkme, Village Manager
Grace Turi, Director of Finance
Matt Supert, Director of Municipal Services
Tracy Alden, Director of Recreation
Patrick Kenny Director of Fire & EMS
Brian Budds, Director of Law
Enforcement Services
Martin Scott, Director of CD
Ellen Baer, Director of Admin Svcs
Jeff Ziegler, Village Engineer
Michael Jurusik, Village Attorney

CALL TO ORDER

The meeting opened at 7:00 p.m.

PLEDGE OF ALLEGIANCE

President Gallagher led the audience in the Pledge of Allegiance.

ROLL CALL

Electronic attendance at meeting: None.

As noted above.

READING OF AGENDA – ADDITIONS – DELETIONS

There were none.

CITIZEN COMMENTS

There were none.

SWEARING IN OF DEPUTY CHIEF OF FIRE AND EMS MICHAEL J. KELLY

Chief Kenny commended Western Springs Fire Department Firefighter Daniel Manning for his skill and bravery on December 3, 2018 at a structure fire which he responded to as a career firefighter and Lt. with the Dolton Fire Department which saved a person's life. Chief Kenny added that some of our members also serve as career firefighters in other agencies. Firefighter Daniel Manning is one of them who recently came aboard. Chief Kenny said Mr. Manning is a true hero. President Gallagher added her congratulations to Firefighter Manning on his commendation and thanked him for his courage. We are honored that we can count him among our paid-on-call firefighters.

Chief Kenny thanked all of the firefighters in attendance for the recent ISO report rating of 2, which is an incredible accomplishment, which will be discussed further in the Public Health and Safety Committee report.

Chief Kenny spoke to the attributes and career history of Michael J. Kelly who was to be sworn in this evening as the Deputy Chief of Fire and EMS for the Village of Western Springs.

Clerk Fitzgerald administered the Oath of Office to Deputy Chief Kelly.

Deputy Chief Kelly introduced his family to the Board and audience. Deputy Chief Kelly added his thanks to Chief Kenny, former Manager Higgins, current Manager Velkme and the Board for their support. Deputy Chief Kelly's son pinned on his badge. Deputy Chief Kelly said he has been blessed, from the people who he worked with in the past, from Hinsdale and Bartlett, and other departments, the Village fire department members, staff and the Board, all who have welcomed him. Deputy Chief Kelly also recognized his family for their support of his fire service career.

President Gallagher congratulated Deputy Chief Kelly on behalf of the Board and said his background is truly exceptional and he will be a credit to the department.

CONSIDERATION OF AGENDA ITEMS DURING THE WORKSHOP PORTION OF THE COMBINED MEETING

1) PUBLIC WORKS AND WATER – TRUSTEE ALLEN

A) Capital Summary Report

Trustee Allen reported that the Municipal Services staff is redesigning the Capital Summary report to simplify the readability of the report and the preparation and maintenance of the report. Some key points of the report are to have some way to track to make sure budgets remain on time, and on cost, and to be comprehensive to include all costs, both gross and net, of any reimbursements. Trustee Allen encouraged Board members to provide any comments on suggestions on the report to either Director Supert or him to see if they can determine how to incorporate that information into that document.

The 2018 sewer televising and road programs were completed although some landscaping work for Lawn and Johnson Avenues in 2019 remains. Major 2019 include the Ridgewood Oaks detention basin, Well #5 and the standpipe repainting project. Well #5 and the standpipe repainting projects are IEPA loan projects. The 2019 roadway program is primarily going to be Clausen Avenue.

B) Sewer Televising Contract Renewal

The committee reviewed staff's recommendation and concur with recommending a contract renewal with Chicago Trenchless Rehabilitation at 2016 rates. The total budget for 2019 is \$90,000.00. Approval was added to the January 28, 2019 omnibus vote list. The project will include Old Town South and Fairview Estates as well as Commonwealth. Village staff recently learned that with the mandated Village-wide televising deadline of 5 years completed, going forward the Village is only required to televise the worst 15%, rather than a Village-wide re-televising each cycle.

C) Sidewalk Shaving Contract Renewal

The committee concurs with staff recommendation to extend the Safestep sidewalk shaving contract, at 2017 rates. This item will be on the January 28, 2019 omnibus vote list for consideration of approval. The 2019 program is budgeted at \$50,000. This program helps to remove trip hazards from public sidewalk without removing and replacing entire concrete squats.

D) Standpipe Painting Bid

Trustee Allen said this item was discussed extensively in committee. Staff recommended approval to lowest cost bidder, D & M Painting Corporation, of Washington, Pennsylvania, at a cost of \$844,240.00 for the project. The entire standpipe will be painted completely in sky blue. This standpipe is located by Lyons Township High School and Garden Market. Baxter and Woodman will be supervising the project. Baxter and Woodman's construction supervision costs will be included in the IEPA loan. D & M Painting will shroud the tower when the work is being done to minimize the dust coming off of it. Staff will meet with Lyons

Township High School and the owner of Garden Market to fill them in on the project including staging, how the equipment will come in and out of the area. The project will take about 100 days. As D & M is emptying the tank and refilling it, residents may notice some pressure differences and minor discoloration, particularly in the Springdale area, as this is the area closest to the standpipe. This will be communicated to residents. Staff is planning to flush all the hydrants in the Village prior to the project, which will help to clear out the lines, to minimize the disruption.

Trustee Rudolph is the changes in pressure or the discoloration would last for the duration of the project. Director Super said that would not last for the duration but would likely occur in the first week or two of the project. Director Supert said a resident Q & A session is planned at the end of March. Trustee Tyrrell asked why this would happen at all. Director Supert said that is necessary as the interior of the tank is also being painted. Resident Q&A period in March planned. Interior is also being painted. Trustee Allen said the water tower will be completely drained prior to the painting so it is essentially coming off-line for a few months. Director Supert said we are looking to bring the tank back on-line in July. There are no disruptions in terms of distribution. There may be some minor or change of flow issues.

Trustee Tyrrell asked when the other standpipe will be painted. Director Supert said that standpipe repainting is planned for next year. The engineer's estimate of the project is approximately \$1 million because of the complexity with this elevated tank. Trustee Hansen asked how frequently the standpipes are repainted. Director Supert said the recommended schedule is about every 15 years. Both tanks were last painted in the late 1990s.

E) High Service Pump Replacement Bid

Trustee Allen explained these are the pumps which send the finished water from the plant through water mains to the water towers. The bid opening is planned for January 24, 2019, and replacement project includes a tight schedule. The committee requested the Board hear the results of the bid on January 28, 2019 and make a low-cost award that evening rather than waiting until the February meeting cycle for approval.

F) LPRO Membrane Replacement Bid Waiver Request

Trustee Allen reported that this project, the Low-Pressure Reverse Osmosis (LPRO) membrane replacement project, was discussed extensively during the 2019 budget process. The membranes are to be replaced periodically. Trustee Allen referenced a memo from Water Plant Superintendent Erin Duffy which was included in the Board's agenda packet. Due to limited number of vendors, the committee recommended a bid waiver for the procurement and installation of the low-pressure reverse osmosis membranes located at the water treatment plant. The committee concurred with staff's recommendation to place a motion on the January 28, 2019

omnibus vote list. The motion will be to waive the bid process and award a contract for the installation and maintenance of each set of membranes, at \$150,000.00 each, for a total cost of \$300,000.00. The committee recommended approval on January 28, 2019 to allow for proposals to be presented to staff in February and to expedite this work.

G) Other

Trustee Allen reported the committee discussed the 2016 roadway referendum and determined what additional costs should be rolled in that including inspection and design engineering, as well as some changes to the estimates, which are substantial. The committee agreed to bring this matter to the Infrastructure Commission in February, so they can study this further and determine the impact. This does not impact the 2019 roadway program.

2) **PROPERTIES AND RECREATION – TRUSTEE HANSEN**

A) Capital Summary Report

Trustee Hansen referenced the Properties and Recreation Committee' Capital Summary Report. The east train platform project punch list was provided to FH Paschen Construction in October. The list was considered pre-final and once the landscaping is complete, an additional final punch list will be provided. The pre-final list was divided into several categories of work including drainage, electrical, concrete, landscaping and miscellaneous items. There are about 50 items that require completion and about 33% of these items have been completed to date, most of which are drainage issues. Some of the items are dependent upon the precast curb maintenance manufacturer obtaining IDOT certification. The manufacturer, unfortunately, had a flood at their facility that sets things back as the flood contaminated most of their materials. Replacement of the concrete stone caps and fencing that was damaged this fall from an accident is ongoing. Some of the punch list items about the landscaping will require warmer temperatures consistently to complete. This spring the platform should be fully complete.

Work on the Wolf Road bike path is continuing. The Village Engineer has completed the impact assessment for tree removals per the Forest Preserve's request. The potential impact cost on this project may be substantial and Village staff is currently coordinating with the Forest Preserve to determine if the impact fees can be waived as part of the intergovernmental agreement. Staff will be scheduling a meet with the Forest Preserve District in coming weeks to discuss the tree impacts. Discussion about negotiation with the Forest Preserve District on the impact fees and how this might affect the path construction schedule followed.

A public meeting will be held on the Flagg Creek Greenway in February. In December, Village representatives, as well as Burr Ridge, Indian Head Park and

Hinsdale representatives, met to discuss potential improvements to the Plainfield Road bridge going over I-294. The Tollway will be completing improvements on that bridge and possibly including a protected path on the south side of the bridge and approach. We are hoping that these improvements could allow for the Village's project along Flagg Creek to interface with this path. Much work needs to be done on this project. The Cook County Highway Department maintains Plainfield Road and it is anticipated that they will complete Phase I engineering for Plainfield Road sometime in the next 12-24 months.

B) Contract Renewal – Tree Trimming

Trustee Hansen presented the committee's request for approval of a contract renewal for tree trimming work for 2019. Winkler's Tree Service has agreed to renew the 2016 tree trimming contract for 2019 while holding the same unit prices. Tree trimming is budgeted for 2019 at \$105,000.00. Staff is very comfortable with this vendor who does a good job. The approval will be placed on the January 28, 2019 omnibus vote list.

C) Contract Renewal – Tree Removal

The committee recommended approval of a contract renewal with Homer Tree Care, Inc. for 2019 at 2018 prices. The tree removal program is budgeted at \$75,000.00 for 2019. Staff also is comfortable with this vendor and recommended renewal. This item was added to the January 28, 2019 omnibus vote list for consideration of approval.

D) Contract Renewal – Janitorial Services

A contract renewal for 2019 with Uni-Max Management Corporation at 2017 prices was presented by Trustee Hansen with recommendation of approval by staff and the committee. Janitorial services include Village Hall, Fire Station #1/Community Development, Fire Station #2, the train depot, the Public Works garage and the RO Water Plant. The contract is for \$3,210.00 and would be from March 1, 2019 through February 2020. Approval of the contract renewal will be addressed on omnibus on January 28, 2019.

E) Arbor Day Proclamation

Included in the Board agenda packet was an Arbor Day Proclamation for Arbor Day, April 26, 2019. This proclamation is needed for application by the Village for Tree City status. The proclamation will be included on January 28, 2019 for approval.

F) Other

3) **FINANCE – TRUSTEE RUDOLPH**

Trustee Rudolph reported that the Finance Committee will meet on January 24, 2019 at 7:30 a.m. to review the December financial reports. The Police Pension Fund Board meets on January 29, 2019 at 7:00 p.m.

4) **PUBLIC HEALTH AND SAFETY – TRUSTEE SIFFERMANN**

A) Request to Purchase New Firearms and Declare Surplus Property (LES)

Trustee Siffermann presented a request which was discussed by the Public Health and Safety Committee on January 9, 2019 at their monthly committee meeting. Chief Budds requested to purchase 29 new fire arms and declare 29 fire arms as surplus property. Trustee Siffermann directed the Board to Chief Budds' memo which included the justification and details of the replacement initiative. The net cost, not to exceed \$4,692.00, is due to an excellent trade-in credit from an authorized and vetted vendor. The existing firearms are approximately 17 years old and have exhibited reliability and repair issues causing concern to be registered by the department's trained firearms instructors. The purchase has been budgeted for fiscal year 2019 in the Capital Improvement Program. The committee recommended advancing both the disposal and purchase to the January 28, 2019 omnibus vote list.

B) Request to Purchase New Vehicle and Declare Surplus (LES)

Trustee Siffermann presented a request to purchase a new marked vehicle at a total cost of \$24,741.00. This is also included in the fiscal year 2019 Capital Improvements program. The agreement would be with Currie Motors Fleet located in Frankfort, Illinois who was awarded the regional bid price and includes a trade-in credit of \$6,000.00 against the quoted purchase price. The committee also recommended including the disposal of an existing 2015 vehicle as surplus. Both items were added to the January 28, 2019 omnibus vote list for consideration of approval.

C) Insurance Service Offices, Inc. (ISO) Rating

This item was initiated by Chief Kenny at the beginning of the Board meeting. The Insurance Service Offices, Inc. (ISO) is an independent fire suppression evaluator that provides its audit findings and ratings scores to fire departments, insurance companies, insurance regulators and communities about the various risk levels. The ISO analyzes relevant data recognized by the National Fire Protection Association collected during the audit and assigns a public protection classification number ranging from 1-10, the highest rating being 1 and the lowest rating being 10. The Western Springs Fire Department last ISO rating in 2012 as 77 points, meriting a Class 3 rating. The recent ISO rating dated December 21, 2018, with a score of 87.24, received a Class 2 rating. Trustee Siffermann added that Chief Kenny and

the fire department and all of Municipal Services that prepared the Village for this rating deserve our merit and appreciation. Chief Kenny added that one of the categories evaluated is water supply. Chief Kenny highlighted, for Director Supert as well as Supt. Duffy, the Village met prior to ISO coming in, some months ago. The water score was 38.9 out of possible 40 points. That is a huge impact on the total result. LTACC also was included in the rating along with the department. Company personnel is an area where the Village is hit on. Based on our model, that is a score we cannot increase. Chief Kenny said he is very proud with the work preparing for the process which was completed by Deputy Chief Kelly and Training Director Gallagher and made the process smooth and expeditious.

Trustee Allen noted that less than 5% of departments nationwide receive that designation and this is a very impressive achievement. Chief Kenny said over 46,000 departments are evaluated and less than 4% score a 2 or above. Trustee Siffermann said this is a great report card.

President Gallagher added kudos to Chief Kenny, his department and the Municipal Services Department for their work which resulted in this fine rating.

D) Crime Alert Regarding Burglaries

Trustee Siffermann called attention to Chief Budds recent crime alert regarding car burglaries. We are asking once again for residents to exercise care in locking their vehicles and garages to thwart any criminals that are attempting to steal their property. Chief Budds also reminded everyone to look into the Village's Neighborhood Watch program that goes to a new level this year with the Crime Prevention Officer. Residents who are looking for information on this program should reach out to the department. Chief Budds also recommended residents follow the department's Facebook program which is constantly being updated. A video was uploaded regarding the 4000 Western Avenue matter. President Gallagher reminded residents to lock their doors and take their key fobs with them.

5) **GENERAL GOVERNMENT – TRUSTEE TYMICK**

A) Refuse & Recycling RFP Update

Trustee Tymick reported the committee discussed the refuse and recycling RFP at their committee meeting just prior to this meeting. We are pushing ahead with the plan of issuing the RFP later this month with the goal of wrapping up the process of reviewing and validating those responses and concluding in the April with a recommendation on an award of contract. Village staff has done a great job of capturing the criteria to include in the RFP including some current services as well as some new ones. The process should yield good results to the RFP.

B) Resolution in Support of a State of Illinois Capital Bill

Trustee Tymick presented a draft resolution in support of a State of Illinois capital bill. Metra has approached the Village and asked for our support to get a transportation bill approved at the State level. The State has not had a transportation bill since 2010. Metra sees that there is an urgent need for this in terms of work that needs to be done on tracks and bridges, updating cars and shelters and other things of that nature. This resolution is mostly symbolic in nature in that there is no obligation on the Village in terms of funding. With no objection from the Board, the resolution was added to the January 28, 2019 omnibus vote list.

C) French Market

The General Government Committee met with a representative of the French Market tonight during their meeting. The contract is up for the market. The committee discussed how the market is performing in the Village and the consensus of the committee was that we would like to continue with the French Market. The committee believes that formalizing an agreement early in the season may bring in a better showing in terms of vendors. The earlier Bensidoun receives a commitment, the earlier they can approach vendors who may be interested in participating in our market. The day of the market, Sunday, would remain the same. The committee would like to signify a little more commitment and extend the contract term to 3 years. Discussion followed. Attorney Jurusik will work on the draft agreement and approval resolution and will highlight some flexibility including changes to days and times of the market. Contractually, the minimum number of vendors is 10. Last season, it appeared that some vendors used more than one tent which gave the appearance of more vendors. This may have been due to the late commitment date last year. Increasing the number of vendors is an expressed goal which signing the agreement sooner and committing for the season before vendors select their markets, should help facilitate.

D) The Village received a draft of a Tollway intergovernmental agreement last week which was provided to the Board in their weekly packet. Village staff is reviewing the draft and pulling together their comments and feedback on that. This is an FYI and no actions were needed on this agreement this evening.

E) Manager Velkme 2019 Goals and Objectives

Trustee Allen asked about the status of 2019 goal and objectives for Manager Velkme. President Gallagher said this would be addressed with Manager Velkme in January or February in a meeting with the Board. She will attempt to come up with a date for all to meet on this matter for an hour or so.

6) **PLANNING AND ZONING – TRUSTEE TYRRELL**

Well No. 5 Application for Development Approval and Zoning Relief

Trustee Tyrrell presented a draft ordinance which approves the application for a

conditional use permit for Well No. 5. The Plan Commission reviewed the application on December 20, 2018 and determined that the request was in order and unanimously recommended approval. The property is zoned as R-2 single family residential. The R-2 district allows municipal utilities and services as a conditional use. The water main work will also be accommodated by a 12 x 20' one story building which the Board has discussed. The thought is that we will be able to remove the Village's dependence on the shallow well with Well #5. This matter was also reviewed by the Planning and Zoning Committee and approval of the conditional use permit by the Board is recommended on January 28, 2019. Discussion about the building followed.

OTHER

There were no additional items.

REPORTS

7) VILLAGE PRESIDENT GALLAGHER

President Gallagher presented a list of reappointments and reappointments she is seeking to make on January 28, 2019. They are:

Reappointments to various boards and commissions

Economic Development Commission:

- A. Rene Cozzi for a three-year term expiring in November 2021;
- B. J. Michael Locke for a three-year term expiring in December 2021;
- C. Jelani Rucker for a three-year term expiring in November 2021; and
- D. Craig Squillace for a three-year term expiring in November 2021.

Plan Commission:

- A. Roger Hendrick for a three-year term expiring in November 2021;
- B. Dennis Kelly for a three-year term expiring in November 2021; and
- C. Scott McNaughton for a three-year term expiring in December 2021.

Liquor Control Commission:

- A. Dan Foster as Chair for a three-year term expiring in December 2021; and
- B. Michael McNeily for a three-year term expiring in November 2021.

Board of Zoning Appeals:

- A. Brandon Calvert for a three-year term expiring in November 2021;
- B. Michael Pabian for a three-year term expiring in November 2021; and
- C. Scott Tausk for a three-year term expiring in December 2021.

Appointments to Infrastructure Commission:

- A) Dan Ciecko for a three-year term expiring in January 2022; and
- B) Thomas Mitoaj for a three-year term expiring in January 2022.

8) **VILLAGE MANAGER VELKME**

Manager Velkme shared a short collection of short stories which was compiled and by resident John Devona. President Gallagher said it is very well written.

9) **VILLAGE ATTORNEY JURUSIK**

No report.

RECESS TO CLOSED SESSION FOR THE PUROSE OF DISCUSSION OF:

- Collective negotiating matters between the Village and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees (5 ILCS 120/2c(2); and
- The purchase or lease of real property for use by the Village (5 ILCS 120/2(c)(5)).

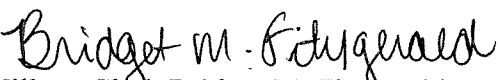
President Gallagher said the closed session planned for this evening was not needed and was cancelled.

ADJOURN

MOTION:

Trustee Tymick moved, second by Hansen, to adjourn at 8:00 p.m. The motion passed on a unanimous voice vote.

Respectfully submitted,


Village Clerk Bridget M. Fitzgerald