

**NOTICE - VILLAGE OF TINLEY PARK**  
**MEETING OF THE COMMITTEE OF THE WHOLE**

**NOTICE IS HEREBY GIVEN** that a Committee of the Whole Meeting of the Village of Tinley Park, Cook and Will Counties, Illinois will be held on Tuesday, December 7, 2021, beginning at 6:00 p.m. in Council Chambers, located in the Tinley Park Village Hall, 16250 South Oak Park Avenue, Tinley Park, Illinois 60477.

THE AGENDA IS AS FOLLOWS:

1. CALL MEETING TO ORDER.
2. CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON NOVEMBER 16, 2021.
3. CONSIDER CONTRACT WITH CHRISTOPHER B. BURKE ENGINEERING LTD. FOR THE 2021 WATER RATE STUDY.
4. CONSIDER CONTRACT WITH GORDIAN/ROBE, INC. FOR EMERGENCY ALERTING SIREN REPLACEMENT- 171ST & 80TH AVENUE.
5. CONSIDER PERMITTING STANDARDS FOR WORK PERFORMED IN STATE RIGHT OF WAY.
6. RECEIVE COMMENTS FROM THE PUBLIC.

ADJOURNMENT

KRISTIN A. THIRION, VILLAGE CLERK

**MINUTES**  
**Meeting of the Committee of the Whole**  
**November 16, 2021 – 6:00 p.m.**  
**Village Hall of Tinley Park – Council Chambers**  
**16250 S. Oak Park Avenue**  
**Tinley Park, IL 60477**

President Pro Tem Brennan called the meeting of the Committee of the Whole on November 16, 2021, to order at 6:02 p.m.

At this time, President Pro Tem Brennan stated this meeting is being conducted pursuant to Governor Pritzker's disaster proclamation and Public Act 101-0640, which amends requirements of the Open Meetings Act due to the COVID-19 pandemic. President Pro Tem Brennan introduced ground rules for effective and clear conduct of Village business.

Clerk Thirion called the roll. Present and responding to roll call were the following:

Members Present: M. Glotz, Village President  
K. Thirion, Village Clerk  
W. Brady, Village Trustee  
W. Brennan, Village Trustee  
D. Galante, Village Trustee  
D. Mahoney, Village Trustee  
M. Mueller, Village Trustee  
C. Sullivan, Village Trustee

Members Absent:

Staff Present: P. Carr, Village Manager  
H. Lipman, Assistant Village Manager  
L. Godette, Deputy Village Clerk  
K. Clarke, Community Development Director  
J. Urbanski, Public Works Director  
D. Framke, Marketing Director  
P. O'Grady, Village Attorney

Others Present: Dave Henwood, Account Manager Illinois Municipal League Risk Management Association

**Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON November 2, 2021** – Motion was made by Trustee Mueller, seconded by Trustee Mahoney to approve the minutes of the Committee of the Whole meeting held on November 2, 2021. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #3 - CONSIDER AMENDMENT TO THE LIQUOR CODE** – Hannah Lipman, Assistant Village Manager, presented the Liquor Code updates. Updates to the code included definitions, application requirements, process clarifications, license classifications, the fee schedule, and delivery of alcohol. A redlined version of the liquor code was provided for review.

Upon approval from the Village Board, the new fee schedule will go into effect with the liquor license renewals for January 1, 2022.

Trustee Mueller stated he would like there to be no fee increase for Not-For-Profits. Trustee Brady concurred.

Trustee Brady asked why there is such a large increase. Ms. Lipman stated the fees are in line with surrounding communities. Trustee Brady also inquired as to who is responsible for the BASSET training fees and if there should be language in the code regarding such fees. Ms. Lipman stated the onus is on the establishment to make sure the training is completed. Paul O'Grady, Village Attorney, added adding a line to the code will be overregulating.

Trustee Galante asked if video gaming fees can be higher. Ms. Lipman stated this is addressed in the Video Gaming section of the code. Trustee Galante also asked if Clubs report revenue on liquor sales to the public and would like to see a report outlining the tax revenue generated from the various license classes. Ms. Lipman will work with Finance.

President Pro Tem Brennan asked about the Beer Garden license. Kimberly Clarke, Community Development Director, stated beer gardens are regulated through the Liquor Commissioner's office but there is nothing codified in regards to building and planning. This will allow businesses to be aware of the expectations.

Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend the amendments to the Liquor Code be forwarded to the December 7, 2021, Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #4 – CONSIDER A CLASS UV-2 LICENSE FOR LENNY'S GAS N WASH (183<sup>RD</sup> STREET)** – Ms. Lipman presented the request from Lenny's Gas N Wash who approached the Mayor's Office seeking 24/7 gaming at their 183<sup>rd</sup> street location. While the State of Illinois permits truck stops to operate video gaming 24/7, current Village ordinances do not. However, in the ongoing liquor code updates, an additional license class, UV-2, was created which would permit video gaming 24/7 to any establishment awarded said license should the Board wish to consider this request.

Of all of their operating locations, Lenny's is permitted to operate video gaming 24/7 except for Tinley Park. They have had nearly no issues, and feel it is safer for employees and customers to have people in the establishment at all hours of the day.

President Glotz clarified this would only be for the 183<sup>rd</sup> street location. 24-hour gaming is prohibited at the Harlem avenue location as part of the Annexation Agreement.

Trustee Galante asked if 24-hour liquor sales are required. Ms. Lipman will confirm with the Village Attorney.

Motion was made by Trustee Mahoney, seconded by Trustee Mueller to recommend a Class UV-2 license for Lenny's Gas N Wash (183<sup>rd</sup> Street) be forwarded to the December 7, 2021, Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: Galante. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #5 – CONSIDER REVIEWING LIABILITY INSURANCE/WORKERS COMPENSATION RENEWAL** – Ms. Lipman presented the insurance renewal. At the Committee of the Whole on November 2, 2021 staff discussed various options as it relates to liability insurance. Two options were presented to the Board; retain Illinois Counties Risk Management Trust (ICRMT) or consider switching to the Illinois Municipal League Risk Management Association (IML RMA).

IML RMA presented the Village a quote with a \$100k Workers Comp deductible and \$0k across all other lines of coverage, and a \$995,948 premium.

ICRMT originally presented the Village with a quote at the current deductible levels (\$300k for Workers Comp, \$150k for POL, etc.) with a \$797,668 renewal premium. ICRMT followed up with another quote, lowering the deductibles to match the IML RMA proposal and a \$982,914 premium.

The Village's policy year currently ends December 1, 2021. As such a special Village Board meeting will need to be held for formal approval before the end of the month.

At this time, Dave Henwood, Account Manager IML RMA, presented an overview of the Min/Max program.

President Pro Tem Brennan stated the IML RMA Min/Max program can minimize risk and save the Village money. Trustees Mueller, Galante, and Sullivan concurred.

President Glotz inquired about the impact on the budget. Ms. Lipman stated there will not be much of a change; the anticipation is costs will go down.

Motion was made by Trustee Brennan, seconded by Trustee Mueller to recommend an agreement with the IML RMA for the Min/Max program be forwarded to the November 22, 2021, Special Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #6 – CONSIDER CONTRACT WITH POINT B COMMUNICATIONS FOR DEVELOPMENT OF A MARKETING CAMPAIGN** – Donna Framke, Marketing Director, presented the proposal from Point B Communications. The Discovery session with a key group of tourism stakeholders on October 5<sup>th</sup> was completed. This session allowed the following; identify and agree upon the brand personality, communications mix, target audience, strengths and weaknesses, a ranking of key attributes, long-term sustainable competitive advantages, and positioning statement. The results of the session are available for review on the Village's website.

The next step is to develop a creative campaign concept that effectively incorporates Tinley Park's brand assets into the digital assets needed for a programmatic and paid social campaign. This will be executed in early 2022. As well a paid media campaign to simultaneously take to market in the spring will be developed.

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Brady, seconded by Trustee Sullivan to recommend the contract with Point B Communications for the development of a marketing campaign be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #7 – CONSIDER COOK COUNTY CLASS 6B FOR 7351 DUVAN DRIVE, B & B WAREHOUSE** – Ms. Clarke, presented the request from Scott & Patti Bulanda to recertify their class 6B Tax Incentive with Cook County for property owned at 7351 Duvan Drive (PIN's: 27-36-204-014-0000 & 27-36-204-015-0000) which consists of 55,821 square feet. of industrial space on a 131,175 square foot site. The Village adopted Resolution No. 2008-R-011 approving a Cook County Assessment Classification 6B for special circumstances justifying the property as "abandoned". The classification was needed to encourage modernization and redevelopment of the building. The owner at the time was Greystone Associates who later sold the building to the Bulanda's in 2011.

B&B Warehousing is a family-owned business with a staff of 14 employees. They are part of a growing food supply chain in the United States, providing storage and distribution for industrial food ingredients that are shipped to major food manufacturers across the nation. B&B Warehousing is seeking the renewal of their 6B

incentive to help keep costs of doing business low and allow continued investment in the property. Future renovations to the space include installation of LED shop lighting, pedestrian doors, ceiling insulation, dock curtains, and rear yard paving and repurposing.

The following statements are in line with the Village of Tinley Park's incentive policy.

1. The owner will file the Cook County forms, plans to be a long-term owner/investor, and plans to comply with Village and County obligations of the Class 6B Incentive Program.
2. Due to its location in an area previously designated as blighted, this project meets the Target Development Area Incentive Policy Requirement outlined in section B-8.
3. The project will enhance or improve the marketability of existing businesses in the community as outlined in Section B-10 of the incentive policy.

The project will be an enhancement to the Village by making it possible for B&B Warehousing to remain at its current location and continue to invest in their building. There is a clause in the reclassification that in the event B & B Warehousing ceases operations, the incentive would not renew.

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Brady to recommend the Cook County Class 6b for 7351 Duvan Drive, B & B Warehouse be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #8 – CONSIDER WATER MODEL MAINTENANCE** – John Urbanski, Public Works Director, presented the Water Model Update and Maintenance contract. Public Works requested a qualified engineering firm, which has experience and knowledge, to update and maintain the current water model. Updating and maintaining the current model is needed to confirm the water system is represented correctly. Under this agreement, future development scenarios could be determined using the software, which will ensure water demands are met. Funding of \$39,500 is available in the approved FY2022 Budget.

Engineering Firm	Location	Proposal
Christopher Burke Engineering	Rosemont, IL	\$39,500

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Sullivan, seconded by Trustee Mahoney to recommend the Water Model Maintenance contract be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #9 – CONSIDER AGREEMENT FOR THE DOROTHY LANE WATER MAIN REPLACEMENT ENGINEERING** – Mr. Urbanski presented the agreement. Public Works has determined using the water system model, water main break history, and institutional knowledge the water main on Dorothy Lane from Oketo Avenue to 169<sup>th</sup> Street needs to be replaced. Also included in this project is replacing the water main on 169<sup>th</sup> Street from Oketo Avenue to Odell Avenue, and the water main on Odell Avenue from 169<sup>th</sup> Street to 170<sup>th</sup> Street.

Engineering Firm	Location	Proposal
Christopher Burke Engineering	Rosemont, IL	\$82,818

Funding of \$82,818 is available for use through the American Rescue Plan Act (ARPA) and was previously discussed with the Finance Department.

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend the agreement for the Dorothy Lane



water main replacement engineering be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #10 – CONSIDER AGREEMENT FOR THE IRONWOOD DRIVE WATER MAIN**

**REPLACEMENT ENGINEERING** – Mr. Urbanski presented the agreement. The Village sought design and construction engineering services for water main replacement on Ironwood Drive. Public Works has determined using the water system model, water main break history, and institutional knowledge, the water main on Ironwood Drive needs to be replaced. There will be approximately 1,400 linear feet of water main replaced on Ironwood Drive from Tanbark Drive to Woodland Drive.

Engineering Firm	Location	Proposal
Christopher Burke Engineering	Rosemont, IL	\$92,577

Funding of \$92,577 is available for use through the American Rescue Plan Act (ARPA) and was previously discussed with the Finance Department.

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend the agreement for the Ironwood Drive water main replacement engineering be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

**Item #11 –RECEIVE COMMENTS FROM THE PUBLIC –**

Motion was made by President Pro Tem Brennan, seconded by Trustee Mahoney to extend the public comment time limit for resident, Jerry to six (6) minutes. Vote on roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried.

Resident, Jerry, commented on the disruption the holiday decorations on the Avon Lane home create. Mr. O’Grady asked the resident to reach out to him. The resident will have his attorney contact Mr. O’Grady.

Cynthia Montalvo commented on the safety concerns, littering, and disorderly conduct that the holiday decorations on the Avon Lane home create.

President Pro Tem Brennan asked if there were any written comments or requests to speak telephonically received from members of the public. Deputy Clerk Godette stated there were none.

Motion was made by Trustee Mueller, seconded by Trustee Mahoney to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: None. President Pro Tem Brennan declared the motion carried. President Pro Tem Brennan declared the meeting adjourned at 6:59 p.m.

dm



# Interoffice Memo

**Date:** December 1, 2021

**To:** Pat Carr – Village Manager  
Hannah Lipman – Asst. Village Manager

**From:** John Urbanski, Public Works Director

**Subject:** 2021 Water Rate Study

Presented for December 7th, 2021 Committee of the Whole/Village Board Meeting consideration and possible action:

- Description: The Village is seeking engineering consultant services to perform a Comprehensive Water Rate Study. The objectives of this study will provide the following:
- Recommended fair and equitable water rates structures based on cost of service analysis which are designed to fund operating and capital expenditures for the next five (5) years.
  - A minimum of two (2) recommended rate alternatives based on standard rate practices that will provide for current and futures costs of water services in accordance with established and anticipated standards and regulations for residential, commercial and industrial customers.
  - Provide comparison of water rates and utility system costs with up to three (3) nearby municipalities.

Three (3) proposals have been obtained by qualified engineering consultants and their proposal costs are listed below. Each engineering firm was provided a template to follow with a task list to provide estimated costs for each portion of the project. The lowest proposal cost received was from Christopher B. Burke Engineering in the amount of \$32,000.

<u>Contsultant</u>	<u>Location</u>	<u>Proposal Cost</u>
Christopher B. Burke Engineering, Ltd.	Rosemont, IL	\$32,000
Robinson Engineering	Frankfort, IL	\$32,800
ESI Consultants, Ltd	Naperville, IL	\$69,800

Budget / Finance: Funding is available for in the FY22 Water and Sewer Budget.

Budget Available:	\$168,776.75
Lowest Proposal Cost:	\$32,000.00
Contingency Amount (20%):	<u>\$6,400.00</u>
Difference:	\$130,376.75

Staff Direction Request:

1. Approve low proposal cost/contingency and award the project to Christopher B. Burke Engineering, Ltd in the estimated amount of \$32,000.
2. Direct Staff as necessary.

Attachment:

1. Three (3) Water Rate Study Proposals





# Interoffice Memo

**Date:** November 30, 2021

**To:** Pat Carr, Village Manager  
Hannah Lipman, Assistant Village Manager

**From:** Terry Lusby, Jr., Facilities & Fleet Superintendent

**Subject:** Emergency Alerting Siren Replacement – 171<sup>st</sup> & 80<sup>th</sup> Ave.

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action:

Description: This service contract includes the removal of one (1) existing emergency alerting siren along with galvanized pole and controls. Replacement will include one (1) new Federal Signal siren and controls. Installation also includes specified electrical wiring to provided service panel and any necessary peripherals for full operation. We are requesting authorization to replace the existing outdated Emergency Alerting Siren on top of the Grissom Middle School (17000 80<sup>th</sup> Ave., Tinley Park IL 60477) utilizing the Job Order Contracting (JOC) procurement method. Robe, Inc is the awarded general contractor that will perform the work under an existing cooperative contract through the City of Naperville, this contract is for usage by other jurisdictions within Illinois pursuant to 30 ILCS 525 (Procurement #11-082).

Background: Work consists of the removal and replacement of one (1) of the Village’s owned emergency alerting siren placed on the roof of the Grissom Middle School. The current siren is approximately 40 years old, equipment is beyond serviceable life and is in need of replacement before catastrophic failure. This project is being combined with the recent approval of Post 5 (17098 80<sup>th</sup> Ave.) Improvement project for cost savings and improved accessibility for future maintenance. The Post 5 (17098 80<sup>th</sup> Ave.) Improvement project will include the concrete foundation, galvanized pole, and required electrical ducts for power and communication for the new siren. This separate service contract will include the new rotating uni-directional siren, siren control system, antenna system, applicable transceivers/wiring, and the removal of the outdated pole/siren on the Grissom Middle School roof. This project was reviewed and engineered to meet all recent code requirements. Construction contract was coordinated with Robe, Inc (JOC Contractor).

Budget / Finance: Funding is budgeted and available in the approved FY22 Capital Projects Budget.

Project Proposal	\$37,881
<u>Budget Amount:</u>	<u>\$68,000</u>
Difference – (Below budgeted amount)	<b>\$30,119</b>

Staff Direction Request:

1. Approve the JOC contract for the Emergency Alerting Siren Replacement – 171<sup>st</sup> & 80<sup>th</sup> Ave. project with Gordian/Robe, Inc. of Chicago, IL as estimated in the amount of \$37,881.
2. Direct staff as necessary.

Attachments:

1. Gordian/Robe, Inc. proposal and detailed scope of work.







# Interoffice Memo

---

**Date:** November 30, 2021

**To:** Pat Carr, Village Manager  
Hannah Lipman, Assistant Village Manager

**From:** John Urbanski, Public Works Director

**Subject:** Illinois Department of Transportation (IDOT) Resolution for the years 2022-2023

---

Presented at the Committee of the Whole and Village Board meetings for consideration and possible action:

Description: Public Works seeks approval of a Resolution for the years 2022-2023 with the Illinois Department of Transportation (IDOT). This Resolution permits standards for work performed in the State right of way. This will allow Public Works to be able to work on water main, sanitary sewers, street lighting and repairs in the State right of ways in order to maintain assets and infrastructure

Staff Direction Request:

1. Approve Illinois Department of Transportation (IDOT) Resolution for the years 2022-2023.

Attachments:

1. Resolution.

---

---

**THE VILLAGE OF TINLEY PARK**

**Cook County, Illinois**

**Will County, Illinois**

---

---

**RESOLUTION**

**NO. 2021-R-116**

---

---

**RESOLUTION ADOPTING PERMITTING STANDARDS FOR WORK PERFORMED IN STATE  
RIGHTS OF WAY**

---

---

**MICHAEL W. GLOTZ, PRESIDENT  
KRISTIN A. THIRION, VILLAGE CLERK**

**WILLIAM P. BRADY  
WILLIAM A. BRENNAN  
DIANE M. GALANTE  
DENNIS P. MAHONEY  
MICHAEL G. MUELLER  
COLLEEN M. SULLIVAN  
Board of Trustees**

---

---

Published in pamphlet form by authority of the President and Board of Trustees of the Village of Tinley Park

**RESOLUTION NUMBER 2021-R-116**

**RESOLUTION ADOPTING PERMITTING STANDARDS FOR  
WORK PERFORMED IN STATE RIGHTS OF WAY**

**WHEREAS**, the Village of Tinley Park, hereinafter referred to as the Municipality, a Home Rule Community, located in the Counties of Cook and Will, State of Illinois, desires to undertake, in the years 2022 and 2023, the location, construction, operation and maintenance of driveways and street returns, water mains, sanitary and storm sewers, street light, traffic signals, sidewalks, landscaping, etc. on State highways, within said Municipality, which by law and/or agreement come under the jurisdiction and control of the Department of Transportation of the State of Illinois hereinafter referred to as Department; and

**WHEREAS**, an individual working permit must be obtained from the Department prior to any of the aforesaid installations being constructed either by the Municipality or by a private person or firm under contract and supervision of the Municipality.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustee of the Village of Tinley Park that:

**FIRST:** That Municipality hereby pledges its good faith and guarantees that all work shall be performed in accordance with conditions of the permit to be granted by the Department, and to hold the State of Illinois harmless during the prosecution of such work, and assume all liability for damages to person or property due to accidents or other otherwise by reason of the work which is to be performed under the provision of said permit.

**SECOND:** That all authorized officials of the Municipality are hereby instructed and authorized to sign said working permit on behalf of the Municipality.

**ADOPTED** this 7<sup>th</sup> day of December, 2021, by the Corporate Authorities of the Village of Tinley Park on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this 7<sup>th</sup> day of December, 2021.

---

Village President

ATTEST: \_\_\_\_\_  
Village Clerk

STATE OF ILLINOIS        )  
COUNTY OF COOK        )     SS  
COUNTY OF WILL        )

CERTIFICATE

I, KRISTIN A. THIRION, Village Clerk of the Village of Tinley Park, Counties of Cook and Will and State of Illinois, DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution No. 2021-R-116, “**A RESOLUTION ADOPTING PERMITTING STANDARDS FOR WORK PERFORMED IN STATE RIGHTS OF WAY,**” which was adopted by the President and Board of Trustees of the Village of Tinley Park on December 7, 2021.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Village of Tinley Park this 7th day of December 2021.

\_\_\_\_\_  
KRISTIN A. THIRION, VILLAGE CLERK