

MINUTES
Meeting of the Committee of the Whole
November 2, 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 2, 2021, to order at 6:01 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
A. Brown, Village Treasurer
K. Clarke, Community Development Director
J. Urbanski, Public Works 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 OCTOBER 19, 2021 – Motion was made by Trustee Mueller, seconded by Trustee Sullivan to approve the minutes of the Committee of the Whole meeting held on October 19, 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 REVIEW OF PRELIMINARY TAX LEVY – Andrew Brown, Village Treasurer presented the tax levy which was prepared with a 1% increase as directed by the Committee at the October 19, 2021 Committee of the Whole (COW) meeting. 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 Brady to recommend the tax levy 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 #4 – RECEIVE A PRESENTATION OF THE FISCAL YEAR 2021 ANNUAL COMPREHENSIVE FINANCIAL REPORT – Mr. Brown presented the Fiscal Year 2021 Annual Comprehensive Financial Report. President Pro Tem Brennan asked if any members of the Committee had any questions. There were none.

Item #5 – CONSIDER REBUILD ILLINOIS FUNDS RESOLUTION – 80th AVENUE – Mr. Brown presented the Rebuild Illinois Authorization for 80th Avenue Improvements. The State of Illinois passed a capital plan to provide \$45 billion of funding into infrastructure across Illinois. The Village of Tinley Park was awarded over \$3.7 million in funding from this program and will receive it in six (6) installments. The Village has received four (4) of the six (6) installments and has dedicated a portion of these funds to the 80th avenue improvement project. These funds are governed under the same statute and rules as Motor Fuel Tax (MFT) Funds, and as such require the Village to pass a resolution authorizing the Village staff to utilize the funding source for the project. Public Works staff and Robinson Engineering are working closely to see this project through and the appropriate use of the funding source.

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 Rebuild Illinois funds resolution – 80th Avenue 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 #6 – CONSIDER DEVELOPMENT AGREEMENT WITH LOYOLA HEALTH UNIVERSITY SYSTEM – Kimberly Clarke, Community Development Director, presented the agreement. As part of an economic development initiative, the Village has designed for the extension of utilities along the Lagrange Road (Rte. 45) Corridor at 183rd Street in the hopes of spurring development in the area. In the spring of 2019, there was a proposal to build two hotels in this area however the project was put on hold due to COVID. Despite this delay, the extension of utilities remains a priority so the utility infrastructure is available once the economy supports development in this area again.

A lift station is required as part of the utility extension which needs to be located on property the Village does not own. Staff has been working diligently to find a location and have found success by partnering with Loyola Medicine. Separate agreements were negotiated between the Village and Loyola to secure these easements at no cost to the Village. The obligation the Village must fulfill is the deadlines to have these utilities installed. The deadlines are important because Loyola Medicine has plans to construct a new facility of which they will need these utilities for their site to be operational by 2023.

The proposed considerations for Loyola Medicine consist of:

- Waiver of building permit and plan check fee of \$293,000 (based on a \$35 million-dollar construction cost). All third-party reviews, inspections, and separate permits are not part of this waiver.
- Loyola will construct a 12” watermain to complete a loop to the Village’s water system. The village will waive the \$126,000 water tap-on fee for consideration of this work.
- Recapture fee for Village’s cost to construct the water and sewer lines is reduced from \$345,000 to \$300,000.

President Pro Tem Brennan asked for a list of comparable incentives. Ms. Clarke will provide this. Motion was made by Trustee Mueller, seconded by Trustee Brady to recommend the development agreement with Loyola Health University System be forwarded to the November 16, 2021, Village Board meeting. 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 RECAPTURE ORDINANCE FOR CERTAIN PROPERTIES LOCATED IN BETWEEN 179TH STREET AND 183RD STREET, WEST OF 94TH AVENUE FOR WATER,

SEWER, AND LIFT STATION IMPROVEMENTS – Ms. Clarke presented the recapture ordinance. The project is providing public utility service to the parcels of land between 179th Street and 183rd Street, and between LaGrange Road and 94th Street. Sanitary sewer will connect to the termini of the existing sanitary sewer at the southwest corner of 179th Street and Chopin Drive. The watermain will tie to the existing watermain at the northeast corner of 96th Avenue in front of the Arby's. A lift station will be constructed on a permanent easement granted by Loyola Medicine near the northwest corner of 183rd Street and the old LaGrange Road right-of-way (ROW)(96th Avenue). The total cost for the project is estimated at \$2.4 million. A map showing which properties will benefit from these utilities was provided and have outlined their proportionate share of recapture based on the acreage of the property to be developed.

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 Mahoney to recommend recapture ordinance for certain properties located in between 179th Street and 183rd Street, west of 94th Avenue for water, sewer, and lift station improvements be forwarded to the November 16, 2021, Village Board meeting. 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 CONTRACT FOR LED STREET LIGHTING REPLACEMENT – PHASE 5 – John Urbanski, Public Works Director, explained that currently Public Works has completed Phases One (1) thru Four (4) of the LED Street Lighting Replacement Project in FY 2017 thru 2020, which includes approximately 1,745 streetlights.

The purchase will consist of all applicable labor and materials to replace/retrofit new LED light heads from existing High-Pressure Sodium/Metal Halide/Mercury light heads within the specified areas of Phase 5 (approx. 230 fixtures). Four (4) bids were opened and read publicly on Wednesday, October 20th, 2021, at 10:01 a.m. by the Deputy Clerk with the Facilities Superintendent and Christopher Burke Engineering present and received as follows:

Contractor	As Read & Calculated Bid
H & H Electric, Franklin Park, IL	\$ 368,999
Utility Dynamics Corp., Oswego, IL	\$ 400,320
John Burns Construction, Orland Park, IL	\$ 452,160
Hydro-Exc., Griffith, IN	\$ 574,574

Funding is available in the approved FY22 Capital Projects Budget.

Budget Available	\$ 400,000
Lowest Responsible Bidder	<u>\$ 368,999</u>
Difference	(Under Budget) \$ 31,001

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 Brady to recommend the contract for LED street lighting replacement – Phase 5 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 WATER RATE STUDY – Hannah Lipman, Assistant Village Manager, presented the Water Rate Study. The last time a water rate study was conducted was in 2009 and at that time, a five-year rate schedule was approved which ended in 2014. Since then, only automatic increases due to Oak Lawn and Chicago rate increases have occurred.

This past April, the Board approved a 50-cent increase to water rates. Staff asked the Board to approve this increase for the basic health of our water funds, with the expectation that a study would need to be conducted soon as well.

A memo from former Treasurer Bettenhausen that detailed operating cost increases and further reason for the urgent need for a rate study was supplied.

Staff has reached out to reputable, experienced contract engineers seeking proposals to conduct the study.

Trustee Galante asked Ms. Lipman to provide a copy of the most recent study.

Item #10 – CONSIDER ENGINEERING CONTRACT FOR POST 5 CONSTRUCTION – Mr. Urbanski presented the Post 5, 17098 80th Avenue, Lift Station Construction Engineering contract for lift station improvements with Christopher Burke Engineering.

Engineering Firm	Location	Proposal
Christopher Burke Eng.	Rosemont, IL	\$29,500

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 Mueller to recommend an engineering contract for Post 5 construction 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 – CONSIDER SOLE SOURCE PURCHASE AND INSTALLATION OF PUMPS AT POST 6 SANITARY SEWER – Mr. Urbanski presented the Post 6 sole purchase contract for emergency purchase of two (2) pumps for Post 6 lift station due to multiple issues and failures. Currently, one (1) of the two (2) pumps are inoperable and beyond repair. Services also include the installation and start-up of two (2) new pumps.

Post 6 pumps have failed numerous times within the last few years. Most recently, pump #2 failed and cannot be repaired. We are currently utilizing the one pump left at the station to pump all the wastewater flowing to the wet well on site. During the rain event earlier this week (10/25 & 26), pump #1 triggered numerous alarms causing it to shut down. The alarms were able to be reset and intermittently restore the pump into service. Pump #2 experienced the same series of alarms before it completely failed.

Contractor	Location	Quote:
Xylem Water Solutions USA, Inc.	Mokena, IL	\$40,172.80

Trustee Brady asked how long the turnaround will be. Mr. Urbanski replied one (1) to two (2) weeks.

Trustee Sullivan asked if the pumps were scheduled to be replaced soon. Mr. Urbanski explained the lift station was rebuilt five (5) to six (6) ago, however, the use of flushable wipes causes issues with the older pumps.

Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend a sole source purchase and installation of pumps at Post 6 sanitary sewer 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 #12 – CONSIDER EXCEPTIONS TO SECTION 2.11 OF THE PERSONNEL MANUAL – DUAL CAPACITY EMPLOYMENT – Pat Carr, Village Manager, explained Andrew Brown, Treasurer/Finance Director, will be leaving the Village on November 12th. Additionally, notice was received from Eileen Scholz, Assistant Treasurer, of her retirement effective December 31st.

For ease of transition over the next several months, and to ensure continuity of operations, it was recommended Hannah Lipman, Assistant Village Manager, be permitted to serve in a dual capacity role and be appointed Interim Treasurer.

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 Mueller to recommend exceptions to Section 2.11 of the Personnel Manual – Dual Capacity Employment 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 #13 – CONSIDER STAFF AGREEMENT FOR VARIOUS FINANCE-RELATED PROJECTS – Mr. Carr presented the staffing agreement. With recent changes in Village personnel, staff is requesting to enter into a six-month project-based agreement with Brad Bettenhausen from Bettenhausen and Associates, LLC. The rate for this service will be \$150 per hour with a not-to-exceed amount of \$90,000 during the six-month agreement.

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 Mahoney to recommend a staff agreement for various finance-related projects 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 #14 – CONSIDER LEGISLATIVE CONSULTING AGREEMENTS – Mr. Carr presented the agreements from Cornerstone Government Affairs who has provided proposals to assist with:

1. General matters with the State of Illinois and various regulatory departments. Due to the complicated nature of regulatory matters with the State of Illinois, Cornerstone Government Affairs specializes in this area and will assist with these complex discussions. This agreement is for 11 months at a rate of \$1,000 per month (billed monthly) for a total of \$11,000.
2. State land Acquisition of the former Tinley Park Mental Health Center property. Due to the complicated nature of land acquisition with the State of Illinois, Cornerstone Government Affairs specializes in this area and will assist in the potential purchase of the State property. This agreement is for 11 months at a rate of \$6,500 per month (billed monthly) for a total of \$71,500.

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 legislative consulting agreements 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 #15 – CONSIDER LIABILITY INSURANCE – Ms. Lipman presented an overview and analysis of the Village’s liability insurance coverage; both historically and presently.

The Village joined the Intergovernmental Risk Management Agency (IRMA) in the ‘90s. IRMA remained the Village’s liability insurance carrier until 2018. At that time, the Village elected Alliant/Mesirow to solicit insurance bids from the market. Three (3) bids were received, in addition to renewal pricing from IRMA. Following discussions at the August 14, 2018 Committee of the Whole, the Board switched carriers to the Illinois Counties Risk Management Trust (ICRMT).

Now that the Village has been with ICRMT for three (3) years, there is sufficient claims history to begin analyzing costs. Staff has been reviewing liability insurance internally and with the assistance of the Village Attorneys over the last few months.

After completing an initial financial analysis, staff began looking at what the options would be should the Village switch carriers. Staff met with representatives from Alliant/Mesirow and ICRMT to discuss and provide alternatives/renewal costs. Staff approached IRMA and completed an application with them, but timing and coverages did not quite satisfy the Village's current needs. Staff also searched for other options, one being Special Liability Insurance Policy (SLIP), an insurance pool with northwestern communities, but they were not accepting new members at this time. Horton was approached and has gone to the market for quotes. Finally, discussions with Illinois Municipal League's Risk Management Association (IML RMA) have been ongoing.

To complete a reasonable financial comparison, staff has been looking at premiums in addition to incurred costs for all claims over the last three (3) years and comparing the costs against the different deductibles the carriers offer. Staff sees room for cost savings should the Board consider switching carriers. Updated premium costs were provided.

When switching from IRMA to ICRMT, one major shift was the deductibles. The Village took more of a self-insured approach through higher self-insured retention limits (SIRs). This means in years where claims costs are low, these higher SIRs do not impact the Village. However, when substantial claims occur and begin to add up, the Village incurs more costs upfront. This has been the case with a few worker's compensation claims, which have driven the costs upward for the Village.

At this time, Dave Henwood, Account Manager, IML RMA, gave an overview of the IML RMA and the process used to determine policy details for the Village. He also explained the 'MinMax' program in which a minimum amount is paid out to IML RMA but also allows a not-to-exceed amount.

President Glotz highlighted additional policy details covered in meetings with IML RMA.

President Pro Tem Brennan asked about the larger municipalities the IML RMA serves. Mr. Henwood stated their populations are in the 30,000 range.

Trustee Mueller feels a \$100,000 deductible is the correct amount but would like to hold off on the MinMax program.

President Pro Tem Brennan asked if there is a separation time required from ICRMT. Ms. Lipman stated this has been met.

Item #16 – RECEIVE COMMENTS FROM THE PUBLIC –

A citizen commented on crime in the Village.

Motion was made by Trustee Mueller, seconded by Trustee Brady 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 6:54 p.m.

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