

**MINUTES**  
**Meeting of the Committee of the Whole**  
**June 7, 2022 – 5:30 p.m.**  
**Village Hall - Council Chambers**  
**16250 S Oak Park Ave.**  
**Tinley Park, IL 60477**

**Item #1** - At 5:31 p.m. the special meeting of the Committee of the Whole was called to order.

**Item #2** - Clerk O'Connor called the roll. Present and responding to roll call were the following:

Members Present:        M. Mueller, President Pro Tem  
                                  N. O'Connor, Village Clerk  
                                  W. Brady, Village Trustee  
                                  D. Galante, Village Trustee  
                                  D. Mahoney, Village Trustee  
                                  C. Sullivan, Village Trustee  
                                  M. Glotz, Village President

Members Absent:        W. Brennan, Village Trustee

Staff Present:            P. Carr, Village Manager  
                                  H. Lipman, Assistant Village Manager  
                                  K. Clarke, Community Development Director  
                                  J. Urbanski, Public Works Director  
                                  A. Ardolino, IT Manager  
                                  P. O'Grady, Village Attorney

Others Present:         David Pleta, Project Engineer, Robinson Engineering, Ltd

**Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD MAY 17, 2022** – Motion was made by Trustee Mahoney, seconded by Trustee Sullivan, to approve the minutes of the Committee of the Whole meeting held on May 17, 2022. President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #4 – CONSIDER SPECIAL COUNSEL APPOINTMENT FOR DEL GALDO LAW GROUP**  
The appointment of Del Galdo Law Group as Special Counsel would authorize the Village to utilize their services on an as-needed basis.

Trustee Galante stated that she is looking for more detail on how the Village is spending on legal services and has requested information through the Freedom of Information Act (FOIA) request.

President Glotz stated the information is in the agenda packet and Clerk O'Connor noted the page numbers.

Trustee Mueller stated he is happy with the work Del Galdo has provided in the past.

Trustee Brady noted as services are on an as-needed basis there is no retainer.

Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend the special appointment of Del Galdo Law Group be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Mahoney, Mueller, Sullivan. Nays: Galante. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #5 – CONSIDER A CLASS “S” LIQUOR LICENSE FOR FLIPSIDE BREWING, 7144 183<sup>RD</sup> STREET** – Erik Pizer, has approached the Mayor’s Office seeking a Class S license for a new brewpub in the former 350 Brewing location, 7144 183rd Street. Mr. Pizer’s brewing history includes Rock Bottom in Warrenville and Milk Money Brewing in LaGrange.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a Class “S” Liquor License for Flipside Brewing, 7144 183<sup>rd</sup> Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #6 – CONSIDER REDUCTION OF ONE (1) CLASS AV-1 LIQUOR LICENSE** –Due to the recent closure of Durbins Restaurant and Lounge, formerly located at 17265 S. Oak Park Avenue, a reduction of one Class AV-1 license was proposed.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend the reduction of one (1) Class AV-1 Liquor License be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #7 – CONSIDER AN AMENDED CONTRACT FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) CONSORTIUM SERVICE WITH MUNICIPAL GIS PARTNERS, INCORPORATED** – Anthony Ardolino, IT Manager, presented the amendment. The Village is part of a GIS Consortium where GIS services are provided to the Village by Municipal GIS Partners. In July 2019 due to the financial impact of COVID-19 as a cost-savings measure, the Village reduced the GIS contract. This amendment would increase the services provided by the consortium to the prior pre-pandemic levels for the period of July 1, 2022, through December 31, 2022.

The amended agreement will increase the total number of service hours provided to the Village for GIS services across the various roles the consortium fulfills by 395 hours. The increased cost from the original agreement is \$37,793.32 bringing the 2022 calendar year total to \$176,454.32.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend an amended contract for Geographic Information System (GIS) Consortium Service with Municipal GIS Partners, Incorporated be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #8 – CONSIDER EXTENDED-STAY/HOTEL LICENSING** – Kimberly Clarke, Community Development Director, presented the Hotel Business regulation amendment. Over the last few months, there has been an increase in requests for the development of extended-stay hotels in Tinley Park. As staff investigated these requests, it was recognized that the Village’s business regulations did not address

this newer type of hospitality industry. In addition, the extended stay hotels bring a different environment than a traditional hotel because of the ability of guests to stay any extended period of time or however long the hotel allows them to stay. There has been some speculation in the industry on the prospects of converting hotels into apartments.

The proposed text amendment modifies the definition of Hotel and provides for a new definition for “Extended Stay Hotel”. Other highlights of the ordinance include:

1. Creating a maximum stay at any hotel of not more than twenty-eight (28) consecutive days. No guest residing for more than twenty-eight (28) consecutive days shall begin a new rental agreement with the hotel, motel, or extended-stay hotel without at least a two-day vacancy between stays.
2. Required Security on premises- Within one hundred eighty (180) days of the effective date of this Ordinance, any hotel, motel, or extended-stay hotel must provide and maintain security in its parking area. This shall include but not be limited to a live security guard or other security measures to meet the minimum-security standards required by this code section, such as complete video surveillance. All hotels, motels, or extended-stay hotels must maintain a security plan which shall include all implemented security measures. Security plans and documentation for approved alternative security measures shall be kept on file and made available to the Village within a reasonable time upon request.
  - a. Every owner, operator, keeper, or proprietor of any new or existing hotel, motel, or extended-stay hotel is required to install a VSS within one hundred eighty (180) days of the effective date of this Ordinance. All hotels, motels, and extended-stay hotels, which have installed a VSS prior to the effective date of this article, shall ensure that said systems are in full compliance with this section.

President Glotz asked how the two-day vacancy rule was determined and if a five-day vacancy is possible. Paul O’Grady, Village Attorney, replied through discussions with Staff and legal research that two days was deemed reasonable but five days can be researched.

Trustee Brady asked if there is a distinction for those staying due to displacement from a fire or natural disaster. Ms. Clarke replied yes.

Trustee Sullivan asked if guests will be made aware of the policies at the beginning of their stay. Ms. Clarke stated there is a training component and once the licensing is effective hotel staff will need to include this with their guest communications.

Motion was made by Trustee Mueller, seconded by Trustee Brady to recommend Extended Stay/Hotel Licensing be forwarded to the Village Board for first read. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #9 – CONSIDER ANNUAL MUNICIPAL SEPARATE STORM SEWER (MS4) PROGRAM**

– David Pleta, Project Engineer, Robinson Engineering, Ltd., presented the MS4 update. The current reporting period for the Village’s General Storm Water Permit for Small Municipal Separate Storm Sewer Systems (MS4) began in April 2021 and extended to March 2022.

The Village began this MS4 Program back in April of 2017 and the current IEPA ILR40 General Permit expired on February 28, 2021. The MS4 Permit is in the process of being reissued by the IEPA. Until the permit is reissued, the Village will continue to operate under the expired MS4 Permit.

The Village Stormwater Management Program has implemented most of the tasks outlined in the current IEPA National Pollutant Discharge Elimination System (NPDES) Permit Program which is designed to reduce the discharge of pollutants from our storm sewer system to the maximum extent possible to our rivers and streams.

The Village's Best Management Practices (BMPs) are requirements set and required to be followed by all new developments and re-development of existing sites. This program requires the Village to outline its BMP control measures, measure and report them annually. It should be noted that most of these tasks the Public Works Department does already. Some of the Village's BMP control measures include the following:

- Public Education and Outreach:
  - The Village website provides information/links to articles related to water quality.
- Public Participation and Involvement:
  - Recycling Program
- Illicit Discharge Detection and Elimination:
  - Annual storm Water Management Facility Inspections
- Construction and Post-Construction Site Runoff Control:
  - Enforcement of the Village's Erosion and Sediment Control Ordinance
- Pollution Prevention and Good Housekeeping:
  - Staff Training
  - Inspection and Maintenance Program

President Pro Tem Mueller asked if members of the Committee had any questions. There were none.

**Item #10 – CONSIDER A RESOLUTION TO APPROPRIATE MOTOR FUEL TAX (MFT) FUNDS FOR THE FISCAL YEAR 2023 PAVEMENT MANAGEMENT PROGRAM (PMP)** –The PMP Resurfacing Program is an annual program that includes asphalt resurfacing, removal and replacement of selected areas of concrete sidewalk, curb and gutter removal and replacement, pavement striping, and other miscellaneous items of work. The Village budgeted \$3.8 million for the FY2023 program, including the engineering fees, and the project is intended to be funded with MFT and Rebuild Illinois Capital Grant funds.

In accordance with Illinois Compiled Statutes and Illinois Department of Transportation (IDOT) procedures, the adoption of a resolution declaring the intent and appropriation of MFT funds is required for the FY2023 PMP Resurfacing Program.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend a Resolution to appropriate Motor Fuel Tax (MFT) funds for the Fiscal Year 2023 Pavement Management Program (PMP) be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #11 – CONSIDER A RESOLUTION TO APPROPRIATE REBUILD ILLINOIS BOND FUNDING FOR THE FISCAL YEAR 2023 PAVEMENT MANAGEMENT PROGRAM (PMP)** – As part of the Rebuild Illinois capital plan, the Village received grant money for roadway projects from the State of Illinois. In accordance with Illinois Compiled Statutes and Illinois Department of

Transportation (IDOT) procedures, the adoption of a resolution declaring the intent and appropriation of Rebuild Illinois funds is required for the FY2023 PMP Resurfacing Program. The funds are deposited into the Village’s MFT accounts and follow the MFT procedures.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a resolution to appropriate Rebuild Illinois Bond Funding for the Fiscal Year 2023 Pavement Management Program (PMP) be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #12 – CONSIDER A RESOLUTION TO AWARD THE CONTRACT FOR THE FISCAL YEAR 2023 PAVEMENT MANAGEMENT PROGRAM (PMP) TO IROQUOIS PAVING CORPORATION** –The FY 2023 program included approximately 4.7 miles of pavement improvements.

Five (5) bids were received and publicly read on May 26, 2022. The Village Clerk, Village Engineer, Robinson Engineering, and multiple contractors were present at the bid opening. The bid results are below, and the bid tab is attached. The lowest, responsible bidder is Iroquois Paving Corporation in the amount of \$3,624,825.93.

Contractor	Location	Bid Total
Iroquois Paving Corporation	Watseka, IL	\$3,624,825.93
D Construction Co.	Coal City, IL	\$3,850,722.26
Austin-Tyler Construction, Inc.	Elwood, IL	\$3,859,093.42
Gallagher Asphalt Corporation	Thornton, IL	\$3,862,716.99
PT Ferro Construction Company	Joliet, IL	\$3,995,936.12
Engineer’s Estimate		\$3,462,398.83

Funding for this program is in the Village Capital Budget under 05-00-000-75405 (\$3,150,000), 06-00-000-75405 (\$350,000). The project is intended to be funded with MFT funds, Rebuild Illinois Capital Grant funds, and non-MFT funds. To adjust for the above estimate bid total, the project will be reduced accordingly with Change Order #1 to fit within the actual budget available.

Construction Budget Available:	\$3,500,000
Engineering Budget Available:	+ \$ 324,000
Total Budget Available:	\$3,824,000
Lowest Responsible Bidder:	\$3,624,825.93
Engineering Services:	+ \$ 369,358.47
Total Project Cost:	\$3,994,184.40 (\$170,184.40 Over Budget)
Lowest Responsible Bidder:	\$3,624,825.93
Change Order #1:	- \$ 170,184.40 (Deduction)
Approved Contract Amount:	\$3,454,641.53

President Pro Tem Mueller asked if members of the Committee had any questions. There were none.

Motion was made by Trustee Mahoney, seconded by Trustee Mueller to recommend a Resolution to award the contract for the Fiscal Year 2023 Pavement Management Program (PMP) to Iroquois Paving Corporation be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #13 – CONSIDER A RESOLUTION TO EXECUTE THE ENGINEERING SERVICES CONTRACT FOR THE FISCAL YEAR 2023 PAVEMENT MANAGEMENT PROGRAM (PMP) TO ROBINSON ENGINEERING, LTD.**

– The services agreement between the Village and Robinson Engineering includes the design engineering, and construction services for the project. The final costs of this agreement are in accordance with State requirements and will be based on a percentage basis of the PMP Resurfacing awarded contract amount (3.5% for design and 6% for construction observation).

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Galante to recommend a Resolution to execute the engineering services contract for the Fiscal Year 2023 Pavement Management Program (PMP) to Robinson Engineering, Ltd. be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #14 – CONSIDER AWARDING THE 2023 PAVEMENT CRACK FILL PROGRAM CONTRACT TO SKC CONSTRUCTION INCORPORATED**

– This work consists of cleaning and filling transverse and longitudinal joints and cracks in existing bituminous flexible pavement with fiber-modified asphalt cement. Staff has used this maintenance technique to extend the pavement life and save money on asphalt resurfacing.

One (1) bid was received and publicly read on May 25, 2022. The Village Clerk, Village Engineer, and Engineering Project Manager were present at the bid opening. There are a limited number of qualified contractors in our area that perform this type of work. The lowest, responsible bidder is SKC Construction Inc. in the amount of \$168,000.

Contractor	Location	Base Bid Total
SKC Construction Inc.	West Dundee, IL	\$168,000
Engineer’s Estimate		\$170,000

Staff has reviewed and verified the bids and recommends award of the project with the option of two (2) one-year renewals for a potential three (3) year service contract with an annual increase of 3% or 100% of the annual change in Consumer Price Index (CPI-U) for the proceeding calendar year to the low qualified bidder, SKC Construction Inc. SKC is pre-qualified through IDOT for the work required as part of this contract, employ union workers, and met the bid proposal requirements. SKC has completed similar projects in the past and comes well recommended.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend awarding the 2023 Pavement Crack Fill Program contract to SKC Construction Incorporated be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #15 – CONSIDER AWARDING THE CONTRACT FOR WATER MAIN REPLACEMENT AND ROAD IMPROVEMENTS FOR 174TH STREET TO P.T. FERRO CONSTRUCTION –**

This project consists of replacing water main, valves, and fire hydrants on:

- 174<sup>th</sup> Street between 67<sup>th</sup> Court. and 66<sup>th</sup> Court
- 66<sup>th</sup> Court from 174<sup>th</sup> Street to South Street
- 173<sup>rd</sup> Place from 66<sup>th</sup> Court to 65<sup>th</sup> Court

Roadway changes to 174<sup>th</sup> Street at 66<sup>th</sup> Court to improve the intersection alignment will also take place. The installation of street lighting infrastructure was included in this project as an alternate bid, which includes new light poles throughout the project limits.

Public Works has determined by using the water system model, the water main described above needs to be replaced. The Village acquired services from Robinson Engineering to design the water main replacement. There will be approximately 1,850 linear feet of water main replaced during this project. The bid opening was held on June 1, 2022, at 11:00 a.m. with the Deputy Clerk, consulting engineer, and Public Works staff present. The following bids were received:

Contractor	Location	Bid
P.T. Ferro Construction	Joliet, IL	\$1,654,374.20
D Construction	Coal City, IL	\$1,696,300.20
Austin Tyler Construction	Elwood, IL	\$1,943,707.20
Airy's Inc.	Joliet, IL	\$2,204,749.00

Budget Available	\$1,100,000.00
Lowest Responsible Bidder	<u>\$1,654,374.20</u>
Difference	\$ 554,374.20 (over budget)

Although bids received were over the budgeted amount, funding is available for use through both the Legacy and New Bremen TIFs and was previously discussed with the Finance Department.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend awarding the contract for Water Main Replacement and Road Improvements for 174<sup>th</sup> Street to P.T. Ferro Construction be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #16 – CONSIDER A CONTRACT EXTENSION FOR SMOKE TESTING AND MANHOLE INSPECTIONS WITH SEWER ASSESSMENT SERVICES LLC –**

This project consists of smoke testing sanitary sewers in the areas of the Village considered to be at high risk for inflow and infiltration of groundwater. Smoke testing helps to identify defects in the sanitary sewers that can allow groundwater to infiltrate the sanitary system.

The desired work was spelled out in an RFP in 2018 to seek qualified contractor proposals to perform the testing and inspection of the sanitary sewer system in the areas labeled as high risk for inflow and infiltration. The RFP proposed that the awarded contract would be written for one (1) year, with an option to extend for two (2) years. Results were as follows:

Contractor	Proposal
Sewer Assessment Services	\$71,580 (\$0.54/linear foot)
Midwest Water Group	\$78,510 (\$0.63/linear foot)
Pipe-View LLC	\$80,820 (\$0.66/linear foot)
RJN Group	\$91,600 (\$0.80/linear foot)

Last year was the final year of the contract. The Village has been very pleased with the service Sewer Assessment Services (SAS) has provided to date. SAS is willing to continue to perform the work within the Village with a price increase that covers the higher fuel costs but remains similar to previous contract pricing increases.

This year’s project area will include smoke testing close to 81,000 linear feet of sanitary sewers. Approximately 440 sanitary sewer manholes will be inspected as well.

Dyed-Water Flooding and Televising may be required on designated storm lines setups where smoke testing identified that a direct or indirect cross connection exists. Any of this work will require coordination with Village staff prior to being undertaken. This year’s proposal is as follows and includes a reduction in scope of work from previous years.

Contractor	Proposal
Sewer Assessment Services	\$69,309.35 (\$0.61/linear foot)

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a contract extension for Smoke Testing and Manhole Inspections with Sewer Assessment Services LLC be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #17 – CONSIDER A SERVICE CONTRACT WITH MURPHY & MILLER, INCORPORATED FOR ANNUAL MAINTENANCE AND INSPECTION OF HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) OF ALL VILLAGE FACILITIES –**

Public Works recommending awarding a service contract to Murphy & Miller, Inc. of Chicago, Illinois for the annual maintenance and inspection of Village Facilities HVAC units with the option of 2 (two) – 1 (one) year renewals, this will be the first year out of the possible 3 (three) year service contract. In general, the scope of service includes:

1. Inspection of HVAC Systems for wear/damage (8 facilities/36 HVAC units).
2. Routine preventive maintenance and inspections (4 for equipment controls/2 for air-conditioning & heating).
3. Equipment startups, shutdowns, and control repairs (2 complete filter change-outs).

Public Works is tasked with proper upkeep of all Facilities HVAC systems to optimize indoor air quality of all citizens and Village employees. Continual routine preventive maintenance/inspections assure optimal system working conditions and conserves the life span of vital Village owned equipment. For more than 80 years, Murphy & Miller, Inc. has been serving municipalities and commercial businesses throughout the South Suburbs and Greater Chicagoland area. Murphy & Miller, Inc. has utilized their



extensive intricate knowledge of our unique HVAC systems to assist us with avoiding equipment failures and optimizing our systems to operate at the most efficient levels.

The Village has contracted with Murphy & Miller, Inc. for approximately the past 12 years and found them to perform all contracted services satisfactorily. Management obtained two additional quotes from Hayes Mechanical (\$19,800) and Precision Control Systems (\$18,500). Even though their quotes are a little less, there will be additional time and costs due to the lack of experience with our particular systems and vetting of new field technicians.

Funding is budgeted and available in the approved FY23 Budget; Municipal Buildings Fund.

Budget Available	\$26,000
Contract Amount	<u>\$24,714</u>
Difference	\$ 1,286 (Under Budget)

Trustee Brady asked if this contract includes the shooting range. John Urbanski, Public Works Director, stated that the shooting range is not included as it requires a hazardous materials contract.

Motion was made by Trustee Mahoney, seconded by Trustee Galante to recommend a service contract with Murphy & Miller, Incorporated for Annual Maintenance and Inspection of Heating, Ventilation, and Air Conditioning (HVAC) of all Village facilities be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #18 – CONSIDER A SERVICE CONTRACT WITH TOTAL AUTOMATION CONCEPTS FOR ANNUAL MAINTENANCE AND INSPECTION OF BUILDING AUTOMATION SYSTEMS FOR ALL VILLAGE FACILITIES**

–Public Works recommended awarding a service contract to Total Automation Concepts, Inc. of Alsip, Illinois for the annual maintenance and inspection of Village Facilities Building Automation Systems with the option of 2 (two) – 1 (one) year renewals, this will be the first year out of the possible 3 (three) year service contract. In general, the scope of service includes:

1. Inspection of all field devices, controllers, and network elements for wear/damage.
2. Routine preventive maintenance, technical assistance, and server/system updates.
3. Equipment testing, calibration, and control repairs.

Public Works is tasked with proper upkeep of all Facilities Building Automation systems to optimize indoor air quality of all citizens and Village employees. Continual routine preventive maintenance and inspections assures optimal system working conditions and conserves the life span of vital Village owned equipment. For more than 27 years, Total Automation Concepts has been serving municipalities and commercial businesses throughout the South Suburbs, Northwest Indiana, and Greater Chicagoland area. Total Automation Concepts has utilized their extensive intricate knowledge of our Building Automation System to assist us with improving our building management model, reducing utility costs, optimizing indoor air quality, avoiding equipment failures, and optimizing our systems to operate at the most efficient levels.

The Village has contracted with Total Automation Concepts for approximately the past 12 years and found them to perform all contracted services satisfactorily. Total Automation Concepts is the Schneider Electrical sales/service representative for our service area which is the sole proprietor for the Building Automation System equipment controlling all HVAC systems within our facilities.

Funding is budgeted and available in the approved FY23 Budget; Municipal Buildings Fund.

Budget Available	\$39,000
Contract Amount	<u>\$38,016</u>
Difference	\$ 98 (Under Budget)

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend a service contract with Total Automation Concepts for Annual Maintenance and Inspection of Building Automation Systems for all Village facilities be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #19 – CONSIDER A SERVICE CONTRACT WITH METRO POWER FOR ANNUAL MAINTENANCE AND INSPECTION FOR EMERGENCY BACKUP GENERATORS FOR ALL VILLAGE FACILITIES**

Public Works recommended awarding a service contract to Metro Power of Mokena, Illinois for the annual maintenance and inspection of Village Facilities Emergency Back-up Generators with the option of 2 (two) – 1 (one) year renewals, this will be the first year out of the possible 3 (three) year service contract. In general, the scope of service includes:

1. Inspection of all field equipment, controllers, and network elements for wear/damage.
2. Routine preventive maintenance, technical assistance, and equipment/system updates.
3. Equipment testing, calibration, and control repairs.

Public Works is tasked with proper upkeep of all Village Facilities Emergency Back-up Generators to minimize the negative effects of power loss from ComEd. Continual routine preventive maintenance and inspections assure optimal system working conditions and conserves the life span of vital Village owned equipment. For more than 20 years, Metro Power has been serving municipalities and commercial businesses throughout the South Suburbs, Northwest Indiana, and Greater Chicagoland area. Metro Power has utilized their extensive intricate knowledge of our Building Systems to assist us with improving our emergency power management, avoiding equipment failures, and optimizing our systems to operate at the most efficient levels.

The Village has contracted with Metro Power for approximately the past 11 years and found them to perform all contracted services satisfactorily. Management obtained 2 (two) additional quotes from Lion Heart Critical Power Specialists (\$24,175) and Interstate Power Systems (\$33,061).

Funding is budgeted and available in the approved FY23 Budget; Municipal Buildings Fund.

Budget Available	\$23,000
Contract Amount	<u>\$22,600</u>
Difference	\$ 400 (Under Budget)

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Brady to recommend a service contract with Metro Power for Annual Maintenance and Inspection for Emergency Backup Generators for all Village facilities be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney,

Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #20 – CONSIDER THE PUBLIC WORKS FLEET VEHICLE PURCHASE LIST** – Mr. Urbanski presented the Public Works Fleet Vehicle Purchase List that includes various vehicles with a purchase amount exceeding \$20,000 for each vehicle as listed below.

Vehicle/Equipment	Estimated Cost	Quantity
PW Chipper	\$110,000	1
PW Sewer Jet	\$525,000	1
PW Pickup Truck	\$56,000	3
PW Mini Van	\$33,500	2
PW Plow Truck	\$257,000	1
PW Wheel Loader	\$245,000	1
PW Dump Truck	\$90,000	3
PW Escape	\$33,500	1
PW Aerial Truck	\$120,000	1
PW Safety Attenuater Trailer	\$35,000	1
PW SUV	\$40,000	1
PW Light Tower	\$20,000	1
Police Ford Transit	\$75,000	1
Police Exploer Interceptor	\$54,000	5
Police SUV	\$40,000	3
Police Taurus	\$40,000	1
FD Tahoe *	\$53,000	3
VM Explorer *	\$45,000	1
Building Taurus	\$33,500	1
Marketing Trolley	\$225,000	1
<b>TOTAL</b>	<b>\$2,858,000</b>	

\* Denotes vehicles planned to be acquired via Enterprise.

All vehicles will be purchased through our standing cooperative purchasing agreements (Suburban Purchase Cooperative, Southwest Conference, Northwest Conference, National Joint Powers Alliance, General Services Administration, Houston-Galveston Council, Illinois Procurement Bulletin, and Enterprise Lease Program).

Funding is budgeted and available in the approved FY2023 Budget; Capital Fund.

Budget Available	\$2,858,000
Contract Amount (Approximate)	<u>\$2,858,000</u>
Difference	\$0

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

**Item #21 – CONSIDER THE PUBLIC WORKS FLEET VEHICLE/EQUIPMENT LIST FOR DISPOSAL** – The Public Works fleet vehicle/equipment list for disposal which includes various items valued over \$1,000.

When the Village replaces vehicles or equipment, staff declares outdated and unused vehicles or equipment as surplus to be sold or disposed of. Staff is requesting authorization to dispose the following Village owned vehicles/equipment:

**Vehicles/Equipment**

2000 Vermeer Chipper	2015 Ford Explorer	2004 Ford Explorer
2010 International Sewer Jet	2012 Ford Explorer	2007 Chevrolet Suburban
2007 Ford Pickup Truck	2011 Ford Taurus	2009 Chevrolet Tahoe
2009 Dodge Caravan	1986 Chevy Suburban	2000 Ford Crown Vic (Qty. 4)
2006 International Dump Truck	1991 Chevy Van	2014 Ford Taurus
2009 Caterpillar Wheel Loader	2000 Ford Crown Vic	2000 Dodge Caravan
2005 Ford Dump Truck	2001 Chevy Tahoe	2006 Ford Explorer
2007 Ford Dump Truck	2001 Ford Crown Vic	2014 Chevrolet Tahoe
2008 Ford Dump Truck	2003 Chevy Tahoe	2002 Chevrolet Pickup
2010 Ford Escape	2015 Chevy Equinox	2007 Chevrolet Tahoe
2013 Dodge Caravan	2012 Ford Taurus 2011	Ford Pickup Truck
2009 Ford Pickup Truck	2013 Ford Explorer (Qty. 2)	2006 Ford Econoline Van
2010 Jeep Cherokee	1982 Evens Jr. Tilt Trailer	

The Village uses multiple methods to achieve the highest amount of compensation for its surplus vehicles or equipment. Most items will be sold through Public Auctions or through salvage and recycling companies.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mahoney, seconded by Trustee Galante to recommend the Public Works Fleet Vehicle/Equipment List for Disposal be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #22 – CONSIDER AWARDING A CONTRACT TO CHRISTY WEBBER LANDSCAPES FOR LANDSCAPE BED MAINTENANCE** – This requested service contract is for a qualified contractor to provide maintenance to the Villages 5.6 acres of landscape beds throughout Tinley Park.

This RFP was advertised on March 1, 2022, in accordance with state bidding laws; three (3) sealed proposals were received by the deadline on March 22, 2022, at noon, and recorded by the Village Clerk’s office.

Contractor	Location	Bid
Christy Webber Landscapes	Chicago, IL	\$159,797.75
City Escape Garden and Design, LLC	Chicago, IL	\$153,089.46
Semmer Landscape	Chicago, IL	\$299,531.00

Due to a mutual agreement with the previously awarded contractor to terminate contract, Public Works is recommending that we approve a contract to Christy Webber Landscapes who rated very high on the scoring for Landscape Bed Maintenance. The contract has the option of 2 (two) – 1 (one) year renewals. This would be the first year out of the possible 3 (three) year contract.

Funding is budgeted in the FY23 Budget.

Budget Available	\$160,000.00
Year 1 of 3 contract	<u>\$159,797.75</u>
Difference under budget	\$ 202.25

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

**Item #23 – CONSIDER NEW COMPENSATION PLAN AND MARKET WAGE ADJUSTMENT**

– Hannah Lipman, Assistant Village Manager, explained in effort to maintain equity within the non-union pay structure and to continue to reward employees for individual performance and remain in line with the Village’s compensation philosophy, the following recommendations are being made for fiscal year 2023, beginning May 1, 2022.

**Market Wage Adjustment**

The MWA is applied to the pay ranges of the pay plan. For fiscal year 2023, a 2.5% market wage adjustment effective May 1, 2022, was recommended.

Upon approval of a MWA, the ‘steps’ for positions in Appendix A shall be adjusted and employees in these positions will receive the new pay rates with retro pay back to May 1, 2022. The minimum and maximum of the pay ranges for positions in Appendix B shall be adjusted with the approved MWA and employees in these positions will only be adjusted if they earn less than the new minimum pay range.

**Merit-Based Compensation Plan**

With the continued initiative to transition all positions to merit-based compensation and to provide a competitive and comprehensive compensation plan, it is recommended that non-union positions, except Fire Suppression and some part-time positions, are transitioned to merit-based compensation.

Positions included shall transition to a new annual merit increase date of July 1st. Based on a new evaluation period of July 1, 2022 – June 30, 2023, the first annual increase would occur on July 1, 2023.

Trustee Galante stated the information was explained very well. Trustee Mueller concurred. He added would like the pro-rated transitional pay increased.

Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend the new Compensation Plan and Market Wage Adjustment be forwarded to the June 21, 2022, Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #24 – CONSIDER VACATION POLICY** – Ms. Lipman explained a re-review of the Village’s adopted Ordinance 2020-O-002 modifying the vacation policy has been conducted. It has become apparent that the vacation benefit is not competitive in the marketplace, administration of the vacation benefit accruals is causing unforeseen issues and has become an administrative burden to manage. As a result, the following recommendations are being proposed for full-time and part-time vacation benefit schedules and administration of benefits.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Mueller, seconded by Trustee Sullivan to recommend the Vacation policy be forwarded to the June 21, 2022, Village Board. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #25 – CONSIDER SPECIAL COUNSEL APPOINTMENT FOR WALSH LAW GROUP, P.C.** – The approval of Walsh Law Group, P.C.’s Engagement Letter would authorize the Village to utilize their services as required.

Trustee Galante stated that she is concerned about this appointment. She is looking for more detail on how the Village is spending on legal services and has requested information through the Freedom of Information Act (FOIA) request.

President Glotz stated the information is the vendor reports included in the agenda packets.

Motion was made by Trustee Mueller, seconded by Trustee Mahoney to recommend the special counsel appointment for Walsh Law Group, P.C. be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Mahoney, Mueller, Sullivan. Nays: Galante. Absent: Brennan. President Pro Tem Mueller declared the motion carried.

**Item #26 – RECEIVE COMMENTS FROM THE PUBLIC** –

President Pro Tem Mueller asked if there were any comments from the public. There were none.

Motion was made by Trustee Mueller, seconded by Trustee Sullivan, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Galante, Mahoney, Mueller, Sullivan. Nays: None. Absent: Brennan. President Pro Tem Mueller declared the meeting adjourned at 6:28 p.m.

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