

MINUTES
Meeting of the Committee of the Whole
October 19, 2021 – 7:00 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 October 19, 2021, to order at 7:01 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
L. Godette, Deputy Village Clerk
A. Brown, Village Treasurer
J. Urbanski, Public Works Director
P. O'Grady, Village Attorney

Others Present:

Item #2 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD ON OCTOBER 5, 2021 – Motion was made by Trustee Mueller, seconded by Trustee Mahoney to approve the minutes of the Committee of the Whole meeting held on October 5, 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 BOND PARAMETERS ORDINANCE – Andrew Brown, Village Treasurer presented the Bond Parameters Ordinance. A potential bond issue was presented at the Committee of the Whole (COW) on September 7, 2021, to refund the 2013 bond issue and a new money issue of approximately \$10 million. The 2021A General Obligation series will serve the new money purpose to fund needed infrastructure expansion and improvement in the water, sewer, stormwater, and drainage systems. The 2021B Refunding Bonds allows the Village to lessen its future debt service obligation on the series 2013 bonds by refinancing at a lower interest rate. The anticipated savings is estimated to be about \$0.5 million.

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 the Bond Parameters Ordinance 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 – CONSIDER THE APPOINTMENT OF LEGAL COUNSEL FOR BOND ISSUE – Mr. Brown presented the legal counsel appointment. As part of the previously discussed bond issue at the September 7, 2021, COW and the direction to move forward, the Village needs to assign Bond and Disclosure Counsel for the 2021 A & B bond issues. Staff recommends the appointment of Chapman and Cutler LLP for Bond Counsel and Saul, Ewing, Arnstein, and Lehr, LLP for Disclosure Counsel. Both engagement letters were provided for the Board’s review.

Trustee Galante asked if legal counsel is a requirement. Mr. Brown replied yes.

Motion was made by Trustee Sullivan, seconded by Trustee Mahoney to recommend the appointment of legal counsel for bond issue 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 #5 – CONSIDER REVIEW OF PRELIMINARY TAX LEVY – Mr. Brown commended the Village Board and staff for an excellent job absorbing the lost revenue from the impacts of COVID-19 and continuously working to manage expenditures and strategically implement plans to conserve resources, find efficient solutions to service delivery models, and meet the needs of the Village’s residents and businesses. All Village Departments have performed core services and functions throughout the pandemic with reduced budgets, through two fiscal years and it is forecasted to continue for the foreseeable future. Staff has begun to roll back on some of the deferred capital projects and infrastructure as well as other operating expenditures.

The Village of Tinley Park is required to file the annual tax levy, which is the critical funding source to the primary services provided to the residents and businesses of Tinley Park, each year before the last Tuesday in December with the Counties of Cook and Will. The tax levy accounts for about 31% of the total Village revenue; this includes all Village operations, Library, and Police Pension revenue activity. The levy accounts for just over 42% of the General Fund revenue, about 84% for the Library, and 46% for the Police Pension Fund. The tax levy is a tier-one revenue source to the Village and as such supports tier-one services including public safety, emergency management, public works, public liability insurance, and statutory pension obligations.

In 2020, the Village Board increased the tax levy to cover only the statutorily required police pension obligations. At that time the rate of inflation increase was about 1.2% and the Village’s total property equalized assessed valuation (EAV) was essentially flat year over year. Over the last 12 months, inflation has increased 5.39% and the Village’s total EAV has also increased by 8.32%.

Staff is seeking to capture some of the property value growth and offset the impact of inflation on the Village’s buying power and requested authorization from the board to explore tax levy increase options between 3.7% and 4.6%, or a total additional increase of \$1.04 to \$1.29 million.

Moving forward, the timeline would be to use Village Board and public feedback to model proposed tax levy scenarios and impacts for presentation to the Village Board at the November 2, 2020 meeting. Feedback will be used to make needed modifications and prepare all tax levy-related ordinances and resolutions to be presented for adoption at the November 16, 2021 Board Meeting. This schedule provides ample time to meet the filing deadlines of each county.

Trustee Galante stated reductions in overall costs should continue to be explored.

Trustee Mueller would like to see options for both a 2% and 3% increase.

Trustee Brennan would like the increase to stay closer to 1%. Trustees Sullivan, Mahoney, and Brady concurred. President Glotz concurred also adding to be cognizant of the fact that increases will be coming from other governmental entities adding to the overall increase to the taxpayer.

Item #6 – CONSIDER REVIEW OF MUNICIPAL COMPLIANCE REPORT (MCR) – Mr. Brown presented the MCR which is required to be provided to the Municipality by the Police Pension Board. The report certifies the condition of the Pension Fund at the end of the most recent fiscal year and provide estimates and information regarding the coming fiscal year. This report is provided prior to the Tax Levy per Public Act 95-0950.

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 Municipal Compliance Report 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 AMENDING COMMITTEE OF THE WHOLE AND VILLAGE BOARD MEETING START TIMES – President Glotz presented the code amendment. The regular Village Board and regular Committee of the Whole meetings for the remainder of 2021 will begin at 6:00 p.m. and Village Board meetings will begin at 6:30 p.m. on the first and third Tuesdays of each month beginning on November 2, 2021. This amends to Section 30.16(A) of Chapter 30, Title III of the Tinley Park Municipal Code pertaining to the start time of regular meetings for the Village Board.

President Pro Tem Brennan asked if any members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mueller to recommend amending Committee of the Whole and Village Board meeting start times 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 OXCART SERVICES FOR OVERWEIGHT VEHICLES – John Urbanski, Public Works Director, presented the overweight and oversized (OW/OS) permit process. The Village routinely receives permit requests from small businesses, trucking, and construction companies to utilize our local streets to haul OW/OS loads. The Village does not have a permit system in place to review the OW/OS loads. Currently a copy of the permits obtained from the State and County to confirm the use of their roadways is requested.

Oxcart Permit Systems eases this process. Oxcart serves as the local official who reviews and issues the permits at no cost to the Village and is utilized by over 200 governments. Trucking companies who haul OW/OS loads are familiar with Oxcart and the process to obtain a permit. Permits prepared by Oxcart, with the routes and dates of the haul, are approved by the Tinley Park Police Department. The Village will receive a monthly reimbursement check of the fees charged to the hauling company. The fee schedule will be stated in the ordinance.

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 the overweight and oversized (OW/OS) permit process 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 TRAFFIC SIGNALS MASTER INTERGOVERNMENTAL AGREEMENT (IGA) WITH THE ILLINOIS DEPARTMENT OF TRANSPORTATION (IDOT) – Mr. Urbanski presented the IGA. The Village typically receives payments from the Illinois Department of Transportation (IDOT) for the

Village’s share of traffic signal utility costs. In order for IDOT to be authorized to issue payments to the Village, an IGA between the two (2) parties is required.

The operation and maintenance of the traffic control devices on State routes is handled by IDOT while the costs of the maintenance, operation, and energy are shared by IDOT, the Village, and is generally shared in proportion to the number of approaches maintained by each unit of government (State, County or Village); however other IDOT policies and practices do require cost sharing of energy and maintenance based on other criteria. This agreement will be effective until June 30, 2031.

Trustee Brady asked if insurance companies pay if damage is due to an accident. Mr. Urbanski replied yes.

Motion was made by Trustee Mahoney, seconded by Trustee Sullivan to recommend Traffic Signals Master Intergovernmental Agreement with The Illinois Department Of Transportation (IDOT) 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 CONTRACT RENEWAL WITH M.E. SIMPSON FOR WATER ASSESSMENT

PROGRAM – Mr. Urbanski presented the Water Assessment program renewal. In 2019 the Village sought a qualified contractor to conduct a water assessment on 1,150, roughly one-third, of the Village hydrants. This assessment includes; Fire Hydrant Maintenance, Fire Hydrant Flow Testing, to ensure the water main capacity is in accordance with ISO, NFPA, and AWWA requirements, Water System Leak Survey to detect non-visible leaks in the water system, and Valve Exercising.

RFQs were received in FY2019 with the contract awarded to M.E. Simpson. FY2022 will be the third (3rd) of four (4) contract renewals, in the amount of \$149,300.

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 Sullivan to recommend a contract renewal with M.E. Simpson for the Water Assessment Program 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 CONTRACT FOR HOLIDAY DECORATIONS – Mr. Urbanski presented the Holiday Decoration contract. This RFP was advertised on August 23, 2021 in accordance with state bidding laws; one (1) sealed proposal was received by the deadline on Tuesday September 7, 2021, at 10:00 AM, and recorded by the Village Clerk’s office. It is the understanding that due to COVID related staffing difficulties and the seasonal nature of this type of work, only one contractor submitted a proposal.

Public Works recommended awarding a contract to B&B Holiday Decorating who has coordinated and provided seasonal holiday decoration services for the past three (3) years. This would be the first year of a contract with the option of 2 (two) - 1 (one) year renewals.

Budget Available	\$50,000.00
Year 1 of 3 contract	<u>\$37,422.32</u>
Difference (under budget)	\$12,577.68

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 contract for holiday decorations 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 CONTRACT FOR SNOW REMOVAL – PARKING LOTS – Mr. Urbanski presented the parking lot snow removal contract. This service contract includes the removal of snow by a qualified contractor for the 21 parking lots and sidewalk locations throughout the Village of Tinley Park.

Public Works recommended awarding a contract to Beverly Snow & Ice, Inc. The contract has the option of 2 (two) - 1 (one) year renewals. This will be the first year for this contract.

This service contract was advertised on September 22, 2021 in accordance with state bidding laws, three (3) sealed bids were received. This contract includes pricing for 2 optional contract extensions of 1 year each, that may be approved at the sole discretion of the Village. Bids were opened and read publicly on October 6th, 2021 at 10:00 AM by the Village Clerk and Street Superintendent. They were received as follows:

Contractor	Location	Bid
Beverly Snow & Ice	Markham, IL	\$324,750
Snow Systems	Wheeling, IL	\$347,600
McGill Construction Co	Frankfort, IL	\$474,875

Funding is available in the approved FY22 budget, operations and maintenance funds

Commuter Budget 70-00-000-72740	\$220,450
Road & Bridge 01-26-23-72785	<u>\$280,100</u>
Total Budget Available	\$500,550

Lowest responsible bidder for 25 events	<u>\$324,750</u>
Difference (under budget)	\$175,800

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 a contract for snow removal – parking lots 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 RENEWAL CONTRACT FOR SNOW REMOVAL – CUL-DE-SACS – Mr. Urbanski presented the cul-de-sac snow removal contract. Public Works recommend awarding a renewal contract for snow removal in our 252 cul-de-sacs and eyebrows in various locations in Village of Tinley Park. The contract has the option of 2 (two) - 1 (one) year renewals. This would be the first (1st) extension of the contract.

Total Budget Available	\$225,000.00
Lowest responsible bidder for 10 events	<u>\$174,037.50</u>
Difference (under budget)	\$50,962.50

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 a renewal contract for snow removal – cul-de-sacs 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 CONTRACT FOR ROAD SALT PURCHASE – Mr. Urbanski presented the salt purchase agreement. This purchase agreement locks in the price for bulk salt from Morton Salt, Inc. delivered to the Public Works facility at \$66.57 per ton. Under this agreement the Village is required to take delivery of 5,500 tons of salt over the winter season. The total cost for 2021-2022 season is estimated at \$366,135.

A request for a purchasing agreement proposal for bulk rock salt was requested and received from 4 companies.

Morton Salt, Inc.	Oakbrook, IL	\$66.57 per ton
Cargill North	Olmsted, OH	\$87.00 per ton
Chicago Salt	Riverdale, IL	\$116.00 per ton
Compass Minerals	Overland, KS	Declined

Central Management Services (CMS) contracts for a state-wide purchase for bulk road salt supply; bids were opened in June. The median cost per ton for surrounding communities has not been released. Historically the cost per ton is higher versus the Village requesting individual pricing.

Funding for this purpose is available in the Road & Bridge and Commuter Parking Lot Operating & Maintenance Funds.

O & M Budget Road & Bridge amount available	\$ 470,480
O & M Commuter Parking Lot amount available	\$ 15,000
O & M Odyssey Street Fund amount available	\$ 10,000
Amount required for salt purchase	<u>(\$ 366,135)</u>
Amount UNDER budget	\$ 129,345

Trustee Brady asked who supplies the salt for the parking lots and cul-de-sacs and if the Village can partner with the Park District to lower costs. Mr. Urbanski stated the Village only supplies the salt for the cul-de-sacs. Parking lot salt is supplied by Beverly. The Village did reach out to the Park District and will work to collaborate for next year. Motion was made by Trustee Sullivan, seconded by Trustee Brady to recommend a contract for road salt purchase 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 – RECEIVE COMMENTS FROM THE PUBLIC –

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

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 7:45p.m.

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