

MINUTES
Meeting of the Committee of the Whole
June 21, 2022 – 6:00 p.m.
Village Hall - Council Chambers
16250 S Oak Park Ave.
Tinley Park, IL 60477

Item #1 – At 6:01 p.m. the regular 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
W. Brennan, Village Trustee
D. Mahoney, Village Trustee
C. Sullivan, Village Trustee
M. Glotz, Village President (Arrived at 6:03 p.m.)

Members Absent: D. Galante, Village Trustee

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

Others Present: Michael E. Wojcik, Senior Vice President, Lead Consultant, The Horton Group
Chris Wojcik Sales Executive, Co-Consultant, The Horton Group
Hamish McDonald, Client Services Vice President, Point B Communications
Mark Mikesell, The Whistle Sports Bar & Grill

Item #3 - CONSIDER APPROVAL OF THE MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD JUNE 7, 2022 – Motion was made by Trustee Sullivan, seconded by Trustee Mahoney, to approve the minutes of the Committee of the Whole meeting held on June 7, 2022. President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #4 – CONSIDER AGREEMENT WITH THE HORTON GROUP AS EMPLOYEE BENEFIT CONSULTANT – The Village has typically engaged in reviewing employee benefits consulting/brokerage services every three (3) years upon contract expiration, with two recent 1-year renewals with the current vendor. The RFQ process was conducted for a 3-year term contract in 2014, 2017, and May 2022. Benefit consulting services have been provided by Alliant since July 2017, with a 1-year renewal in 2021 and another 1-year renewal in 2022. The current engagement with Alliant ends on July 14, 2022. Alliant did not submit to the RFQ in May 2022.

In response to 2022-RFQ-005 Professional Services – Employee Benefit Consulting/Brokerage Services, a total of 12 vendors downloaded the RFQ and a total of 1 submission was received.

The Horton Group's comprehensive submission meets the requirements of the RFQ. The Horton Group is a top 50 insurance broker in the United States focused on leading clients with complex needs and limited resources to achieve a higher level of performance. The services offered by The Horton Group are rather comprehensive focusing on strategic planning, financial and benefits analytics, compliance support, administrative services, and other services that will further enhance the overall benefit administration. The submission also includes medical, dental, vision, and life commission rates below standard carrier commissions. The estimated annual commissions are \$144,977 (2.5% for all lines of coverage), a 134% increase over current annual commissions (1.0% medical and dental, 5% vision, 10% life and AD&D). The current commission rates will be honored through the end of the current benefit period, ending September 30, 2022. The estimated increase to FY23 commissions is \$48,396 for the period October 1 through April 30. There are budgeted funds available to absorb this additional cost.

Included services at no additional cost are Eligibility Management, ACA Compliance, Employer Services, Benefits Technology – an online employee benefit website portal with EDI carrier feeds that will eliminate numerous manual benefits processes streamlining benefits administration, Wellness & Population Health Consulting, and administration of the current Village retiree ordinances. It is anticipated that the assigned client team will serve as an extension of the Human Resources Department for benefits administration, enhancing the overall HR benefit service level provided to employees.

Trustee Brennan asked how The Horton Group was working with the Village regarding the premium costs. Michael E. Wojcik, The Horton Group, outlined the services The Horton Group provides which included efficiencies that provide cost savings.

Trustee Mueller noted this is beneficial to both current and retired employees. He also stated he likes the data analytics that will be provided.

Motion was made by Trustee Brennan, seconded by Trustee Brady to recommend the agreement with The Horton Group as Employee Benefit Consultant be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #5 – CONSIDER MEDIA PLAN – Hamish McDonald, Client Services Vice President from Point B Communications presented the strategic media campaign. Meeting and events will be 70% of the campaign while Leisure will make up the remaining 30%. This media campaign is slated to run from July to September 2022.

The mediums recommended for both meeting and events, and leisure were based on a variety of factors including objectives, budgets (\$75K through 2022), timing, and flexibility. Most recommendations represent some sort of digital media (direct display, programmatic display, paid social media, or email). Results, which will be measured daily and reported monthly, will lead to plan adjustments and optimizations. The leisure segment will also include Cable TV. This initiative is a reinvestment of hotel/motel tax.

Programmatic technology automates media buying via a Demand Side Platform (DSP). DSPs are integrated to allow advertisers to purchase digital inventory across a vast range of publisher sites while targeting a specific audience based on demographics, interests, location, or previous browsing behavior. Advantages of programmatic include efficient costs, broad-scale reach, precise targeting, hyperlocal geographic targeting, real-time analytics and optimizations.

Trustee Mueller feels money may be better spent than on Cable TV. Trustee Brennan concurred. Mr. McDonald explained those results can be measured, and adjustments can be made if it is found the strategy is not successful. Trustee Brennan concurred. Trustee Mueller added this is only one aspect of the marketing campaign which utilizes the hotel/motel tax.

President Glotz likes the plan and its flexibility.

Item #6 – CONSIDER A REDEVELOPMENT GRANT FOR THE WHISTLE BAR & GRILL, 7537 159th STREET – Mark Mikesell of The Whistle Sports Bar & Grill (Applicant) proposes to renovate the existing patio space at 7537 159th Street. The proposed plan will enclose the existing 513 sq. ft. patio for all-year-round use. The proposed plan will remove existing concrete and construct a brick veneer wall to match the existing facade.

In 2020, the Village adopted Resolution No. 2020-R-063 to create a redevelopment grant. The reason for the grant was to support those properties in our community where the costs involved to rehabilitate existing structures may be greater than the value of the structure or exceed the funding ability of the property owner. As such, property owners may lack the motivation to rehabilitate these sites due to the low rate of return on their investment. Through the grant, the Village was looking for ways to incentivize these properties and encourage site and building improvements that will enhance the overall aesthetics of the area for residents, as well as improve the property value and resulting Equalized Assessed Value (EAV) for the parcel. The program intends to provide grants for the following purposes: façade improvements, code compliance, stormwater management; parking lot improvements; and environmental remediation. This request would fall into the façade improvement purpose.

The Applicant has worked with the Building Department to ensure that the proposed design complies with Village codes. The Applicant submitted two proposals for the grant requested. The Applicant is requesting the maximum grant amount of \$30,000 for the patio work. The application submitted noted a request for \$35,000 but the applicant was not aware of the \$30,000 cap. The proposal amounts are:

Scope of Work	General Building Supply	Creation Carpentry
Construct front patio enclosure with windows	\$122,000.00	\$160,000.00

Creation Carpentry, located in Mokena, is the Applicant’s preferred contractor. Staff contacted the second contractor for a more detailed quote; they have not responded.

It is staff’s opinion this property was not identified as a property intended for the Redevelopment Grant because it does not have a significant vacancy and the property/building is in good condition. The grant’s goal is to support those properties where the costs involved to rehabilitate existing structures may be greater than the value of the structure or exceed the funding ability of the property owner. However, the project will improve the aesthetics of the property and increase revenue for the business by having an area that can be used all year round. The Economic Commercial Commission discussed the proposed improvements and felt that the scope of work met the intent of the grant and recommended by a vote of 5-0 to approve the Redevelopment Grant request for The Whistle Sports Bar & Grill in an amount not to exceed \$30,000 for façade renovations to enclose the patio.

Trustee Sullivan asked if there is an application deadline. Ms. Clarke stated there are deadlines in the Resolution.

Trustee Brennan asked if the garage doors will remain. Mr. Mikesell stated the doors will remain and the windows will open.

Motion was made by Trustee Mueller, seconded by Trustee Brennan to recommend a Redevelopment Grant for The Whistle Bar & Grill, 7537 159th Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #7 – CONSIDER 2022 PAVEMENT MARKING PROGRAM – This work consists of furnishing and installing paint, and modified urethane pavement markings as well as grooving for the pavement markings at various locations throughout the Village.

Five (5) bids were received and publicly read on June 15, 2022. The Village Clerk and Village Engineer were present at the bid opening. The lowest, responsible bidder is Traffic Control Company in the amount of \$182,544.78.

Contractor	Location	Base Bid Total
Traffic Control Company	South Holland, IL	\$182,544.78
Superior Road Striping	Melrose Park, IL	\$237,572.05
Precision Pavement Markings	Pingree Grove, IL	\$243,002.50
Maintenance Coatings Co	South Elgin, IL	\$269,047.75
Roadsafe Traffic Systems	Romeoville, IL	\$533,927.80
Engineer's Estimate		\$216,857.31

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, Traffic Control Company. Traffic Control Company is pre-qualified through IDOT for the work required as part of this contract, employs union workers, and met the bid proposal requirements. Traffic Control Company has completed the Village's Pavement Marking Program in the past with satisfactory work.

Funding is budgeted for in the FY23 General Fund Budget (01-26-023-75802).

Budget Available:	\$250,000.00
Lowest Responsible Bidder:	\$182,544.78
Contingency Amount:	<u>\$ 67,455.22</u>
Difference:	\$ 0.00

Trustee Brennan asked if the contingency amount was being held or if additional work has been identified. Mr. Urbanski stated the additional work has been identified.

Motion was made by Trustee Brady, seconded by Trustee Mahoney to recommend the 2022 Pavement Marking Program be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #8 – CONSIDER EMERGENCY CONTRACT WITH AIRY'S INCORPORATED FOR REPAIR OF A 24" WATER MAIN – During the annual leak survey of water distribution system, a leak was found on the 24" water main which runs parallel to 183rd Street from Tralee Trail headed west. Due

to the pipe size, depth, and location of the water main, we contacted Airy's Inc. on an emergency basis to repair the leak. While prepping the pipe to install the repair clamp, the pipe was found to be in extremely poor condition. The section of water main is still isolated due to the risk of other catastrophic failures. It has been determined the most effective and expeditious repair is to pull a 20" high-density polyethylene (HDPE) pipe through the existing 24" ductile iron water pipe.

Considering the urgency of the repair, rather than using the formal bid process, five contractors were contacted to submit quotes to perform the work. Two contractors preferred not to submit quotes, the remaining three contractors offered the following quotes:

Contractor	Location	Quote
Airy's Inc.	Joliet, IL	\$371,835
Austin Tyler Construction	Elwood, IL	\$466,605
Benchmark Construction	Bartlett, IL	\$578,000

Funding in the amount of \$371,835 is available for use through the recently procured bond and was previously discussed with the Village Administration.

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 Brennan to recommend an Emergency Contract with Airy's Incorporated for the repair of a 24" Water Main be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #9 – CONSIDER PROFESSIONAL SERVICES AGREEMENTS WITH CHRISTOPHER B. BURKE ENGINEERING AND ROBINSON ENGINEERING – Christopher B. Burke Engineering, Ltd. (CBBEL) and Robinson Engineering Ltd. (REL) provide the Village with various Engineering services. Both previous service agreements with CBBEL and REL were antiquated with outdated rates and an update was needed. CBBEL and REL have both provided great service and continually exceed expectations. The CBBEL agreement includes annual rate terms through 4/30/2025. The REL agreement includes rates through the end of the 2022 calendar year.

Trustee Mueller asked Mr. Urbanski if he was happy with both engineering firms. Mr. Urbanski replied yes.

Motion was made by Trustee Mahoney, seconded by Trustee Brennan to recommend professional services agreements with Christopher B. Burke Engineering and Robinson Engineering be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #10 – CONSIDER REDUCING ONE CLASS P LIQUOR LICENSE – SALINA'S CATERING, 7551 175TH STREET – Due to the recent closure of Salina's Pizza and catering, formerly located at 7551 175th Street, a reduction of one Class P license was proposed.

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 Brady to recommend reducing one Class P Liquor License – Salina's Catering, 7551 175th Street be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #11 – CONSIDER APPOINTMENT OF KLEIN, THORPE, AND JENKINS, LTD. AS ADMINISTRATIVE HEARING OFFICER FOR THE VILLAGE OF TINLEY PARK – The approval of Klein, Thorpe & Jenkins, Ltd.’s Engagement Letter would authorize the Village to utilize their services as its Administrative Hearing Officer.

President Pro Tem Mueller asked if members of the Committee had any questions. There were none. Motion was made by Trustee Brennan, seconded by Trustee Mahoney to recommend the appointment of Klein, Thorpe, and Jenkins, Ltd. as the Administrative Hearing Officer for the Village be forwarded to the Village Board. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the motion carried.

Item #12 – RECEIVE COMMENTS FROM THE PUBLIC –
A resident commented on their water bill.

Motion was made by Trustee Mahoney, seconded by Trustee Brady, to adjourn the Committee of the Whole. Vote by roll call. Ayes: Brady, Brennan, Mahoney, Mueller, Sullivan. Nays: None. Absent: Galante. President Pro Tem Mueller declared the meeting adjourned at 6:55 p.m.