



DEPARTMENTAL OPERATIONS COMMITTEE MINUTES
JULY 12, 2017

CALL TO ORDER

Chairman Dick Trevarthan called the Departmental Operations Committee meeting to order at 7:00 P.M. on Wednesday, July 12, 2017, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Departmental Operations Committee members present included Chairman Dick Trevarthan, Trustees John Clavio, Cindy Heath, Bob Kennedy, Keith Ogle, Mike Stevens; Village Clerk Adam Borrelli, Jennifer Hindel, and Derek O'Sullivan. Others in attendance were Interim Village Administrator Rob Piscia, Police Chief John Burica, Deputy Chief Will Dowding, Finance Director Jenni Booth, Utilities Director Tony Minette, Director of Development Services Jeff Cook, and Administrative Assistant Theresa Cork. Burns & McDonnell representatives Steve Crede and Joe Darlington were also present.

APPROVAL OF MINUTES (May 10, 2017)

Trustee Heath made a motion (#1), seconded by Trustee Stevens, to approve the minutes of the Departmental Operations Committee meeting of May 10, 2017, as presented. The motion was unanimously approved.

WASTEWATER TREATMENT PLANT CONSOLIDATION PROGRAM UPDATE AND PRESENTATION

Utilities Director Minette provided a brief update on the Wastewater Treatment Plant (WWTP) Consolidation Program. He reported construction of Projects 1 and 2 has been completed with only a punch list of items remaining. He stated a pre-bid meeting for Projects 3-6 was held on July 11, 2017, and bid submittals for the projects are due on August 1, 2017.

Following update, Mr. Minette introduced Joe Darlington of Burns & McDonnell, the Village's lead third-party consultant, who presented a report summarizing the WWTP Consolidation Program. Mr. Darlington provided a brief history of the WWTP Consolidation Program, noting the program began as a result of the Village's Facilities Plan to abandon the North and West WWTP's and treat all flow at the expanded Regional WWTP. He stated the WWTP Consolidation Program was divided into seven different construction projects with design beginning in 2015 and construction on Projects 1 and 2 beginning in May 2016.

Mr. Darlington briefed the committee on the USEPA Administrative Order, which required a plan to address permit exceedances for ammonia (North WWTP) and chloride (West WWTP). The USEPA accepted the Facilities Plan as a solution to bring the Village's wastewater treatment facilities into compliance with Federal and State environmental laws and regulations. He noted a compliance schedule is associated with this Administrative Order (signed on November 7, 2016), which requires the Village to complete all seven projects within five years (November 7, 2021). Mr. Darlington shared a status summary and overview maps of the seven projects. He also presented a spreadsheet outlining the engineer's opinion of probable costs and cost summary of the program. Mr. Darlington concluded by noting the program is on schedule and the current engineer's opinion of probable costs for the entire program is \$59,700,000.

Following Mr. Darlington's presentation, Director Minette presented the engineering agreements for construction phase services for the three engineering firms responsible for projects 3-6 as outlined in the WWTP Consolidation Program.

WASTEWATER TREATMENT PLANT CONSOLIDATION PROGRAM

- A. *Construction Phase Services Agreement: Robinson Engineering, Ltd. – Approval*
- B. *Construction Phase Services Agreement: Strand Associates, Inc. – Approval*
- C. *Construction Phase Services Agreement: HR Green, Inc. - Approval*

Director Minette presented proposals for construction phase services for Projects 3 through 6 for the WWTP Consolidation Program by Robinson Engineering, Strand Associates, and HR Green. He reported Burns & McDonnell coordinated with each firm to clarify the proposed scope of services, level of effort and associated fees. He noted each engineering firm would be providing construction phase services for the project(s) they have been responsible for designing. Mr. Minette provided a table outlining the summary of construction phase services for the projects. He reported Burns & McDonnell has reviewed the proposals and found the proposed fees for each project to be reasonable and within industry-standard values for percent of construction for the scope of services being provided by the various engineering firms.

Following brief discussion, Trustee Heath made a motion (#2), seconded by Clerk Borrelli to forward a recommendation to the Village Board to enter into an agreement with Robinson Engineering for construction phase services pertaining to the WWTP Consolidation Program, Project 3A (West Excess Flow Force Main), with compensation for services in the amount of \$109,257; Project 3B (Regional Flow Equalization Pond), with compensation for services in the amount of \$171,235; and Project 5 (Union Ditch Interceptor Sewer & Force Main), with compensation for services in the amount of \$202,145. The motion was unanimously approved.

Trustee Heath made a motion (#3), seconded by Clerk Borrelli to forward a recommendation to the Village Board to enter into an agreement with Strand Associates for construction phase services pertaining to the WWTP Consolidation Program, Project 4 (Hickory Creek Pump Station & Force Main), with compensation for services in the amount of \$444,500; and Project 6 (Regional WWTP Improvements, Part B, with compensation for services in the amount of \$727,000). The motion was unanimously approved.

Trustee Heath made a motion (#4), seconded by Clerk Borrelli to forward a recommendation to the Village Board to enter into an agreement with HR Green for construction phase services pertaining to the WWTP Consolidation Program, Project 6 (Regional WWTP Improvements, Part A), with compensation for services in the amount of \$811,804). The motion was unanimously approved.

TRAFFIC ADVISORY RECOMMENDATIONS

- A. *Stop Sign Request: Pineridge Drive at the Intersection of High Stone Way - Approval*
- B. *Stop Sign Request: Lakeview Estates and Maddeline Lane - Approval*

Interim Administrator Piscia presented two stop sign requests for committee consideration. He noted both requests were brought forth due to their proximity to nearby parks in an effort to provide greater pedestrian safety. He further noted the Traffic Advisory Committee also recommended installation of painted crosswalks at the intersection of Pineridge Drive and High Stone Way.

Following brief discussion, Trustee Clavio made a motion (#5), seconded by Member O’Sullivan, to forward a recommendation to the Village Board to adopt an amendment to the Traffic Code Ordinance, reflecting the installation of regulatory stop signs on Pineridge Drive as presented, including painted crosswalks.

Trustee Clavio made a motion (#6), seconded by Member O’Sullivan, to forward a recommendation to the Village Board to adopt an amendment to the Traffic Code Ordinance, reflecting the installation of regulatory stop signs on Lakeview Estates Boulevard as presented.

OTHER BUSINESS

- A. *Electric Vehicle Charging Station*

Interim Administrator Piscia reported the electric vehicle charging station in the Briedert Green parking lot was damaged during a lightning storm and no longer functions. He stated that ChargePoint is offering a program that will replace single pole stations with dual bollard models at a cost of \$3,125. Mr. Piscia requested direction from committee members on the replacement of the electric vehicle charging station. Committee members were in favor of replacing the EV station and directed staff to order replacement as presented.

PUBLIC COMMENTS

None.

ADJOURNMENT

Hearing no further business, Trustee Kennedy made a motion (#7), seconded by Trustee Stevens, to adjourn the Departmental Operations Committee meeting of July 12, 2017, at 8:00 PM. The motion was unanimously approved.