



DEPARTMENTAL OPERATIONS COMMITTEE MINUTES
JANUARY 10, 2018

CALL TO ORDER

Chairman Dick Trevarthan called the Departmental Operations Committee meeting to order at 5:35 P.M. on Wednesday, January 10, 2018, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Departmental Operations Committee members present included Chairman Dick Trevarthan, Mayor Jim Holland, Trustees John Clavio, Keith Ogle, Mike Stevens, Village Clerk Adam Borrelli, Rob Joyce, and Derek O’Sullivan. Staff in attendance included Village Administrator Rob Piscia, Police Chief John Burica, Finance Director Jenni Booth, Superintendent of Public Works Terry Kestel and Administrative Assistant Theresa Cork.

APPROVAL OF MINUTES (December 13, 2017)

Trustee Ogle made a motion (#1), seconded by Trustee Stevens, to approve the minutes of the Departmental Operations Committee meeting of December 13, 2017, as presented. The motion was unanimously approved.

TRAFFIC ADVISORY RECOMMENDATION

A. Olde Stone Village Traffic Control Plan - Approval

The Traffic Advisory Committee forwarded the Olde Stone Village traffic control plan to the Departmental Operations Committee for its review of proposed stop and yield sign locations. Administrator Piscia noted staff was recently made aware that Olde Stone Village did not have traffic control signage in the subdivision and recommended amending the Traffic Code to reflect inclusion of the Olde Stone Village subdivision traffic control plan as follows:

Stop Intersections:

- | | |
|-------------------|--|
| 1. Zermatt Drive: | Westbound @ 116 th Avenue |
| 2. Torino Way: | Southbound @ Zermatt Drive, 200 feet east of 116 th Ave |
| 3. Zermatt Drive: | Northbound @ Zermatt Drive |
| 4. York Court: | Eastbound @ Dublin Way |
| 5. Dublin Court: | Southbound @ York Drive |
| 6. York Drive: | Westbound @ Dublin Way |

- 7. Dublin Way: Northbound @ York Drive
- 8. York Drive: Eastbound @ Wolf Road
- 9. Dublin Way: Southbound @ Steger Road

Yield Intersections:

- 1. Torino Way: Southbound @ Zermatt Drive
- 2. Munich Court: Southbound @ Zermatt Drive
- 3. Vienna Way: Westbound @ Zermatt Drive
- 4. Perth Court: Southbound @ Zermatt Drive
- 5. Chimay Court: Westbound @ Dublin Way

Additionally, Administrator Piscia proposed to require developers to submit a traffic control plan for new subdivisions and be responsible for the expense of any signage moving forward. The committee was in agreement of the new policy.

Following brief discussion, Trustee Trevarthan made a motion (#2), seconded by Trustee Ogle, to forward a recommendation to the Village Board to amend the Village of Frankfort Code of Ordinances, Title VII, Traffic Code, to reflect the addition of traffic control signage for the Olde Stone Village subdivision. The motion was unanimously approved.

PUBLIC WORKS DEPARTMENT: SKID STEER LOADER PURCHASE - APPROVAL

Superintendent Kestel requested approval to purchase a new skid steer loader to replace a 2003 New Holland skid steer loader, which has experienced a significant number of mechanical issues and is no longer reliable in the fleet. He reported the Village is now a member of the National Joint Powers Alliance (NJPA), a program that provides cooperative purchasing power, offers a wide range of competitively bid products, and satisfies the requirements for competitively solicited contracts. Staff recommended the purchase of a 2018 John Deere 324E Skid Steer Loader from West Side Tractor Sales, in an amount not to exceed \$48,238.24, via the Village’s membership with NJPA.

Following brief discussion, Trustee Stevens made a motion (#3), seconded by Ogle, to forward a recommendation to the Village Board to authorize an expenditure West Side Tractor Sales, in an amount not to exceed \$48,238.24, for the purchase of a 2018 John Deere 324E Skid Steer Loader. The motion was unanimously approved.

Trustee Heath arrived for the meeting following the discussion and vote for the skid steer loader.

VILLAGE OF FRANKFORT COMPREHENSIVE PLAN – CONSULTANT SELECTION

Administrator Piscia reported three firms responded to the Village’s RFP for professional services to update the Comprehensive Plan. He noted staff recommends Teska Associates and discussed several factors leading to their selection. He presented six potential sub-area plans to the committee and requested direction on which sub-area plan(s) to include in the project. The sub-area plans presented included: 1) downtown commercial; 2) downtown residential; 3) Rt. 30/45 East to 84th

(Silver Cross); 4) I-57 Business Development; 5) East Rt. 30 Redevelopment (84th to Harlem); and 6) Laraway Road Corridor. Committee members briefly discussed the sub-plans and were in consensus to include all the sub-area plans as part of the project.

Trustee Clavio made a motion (#4), seconded by Trustee Heath, to direct staff to develop a contract with Teska Associates for professional planning services to complete a comprehensive plan, which shall include all six sub-area plans presented. The motion was unanimously approved.

OTHER BUSINESS

Trustee Trevarthan mentioned the recent interest in lead and water quality. Committee members briefly discussed lead service lines and strategies to identify and replace them. Staff was directed to prepare a plan to address replacement of lead service lines and ways to pay for the improvements.

PUBLIC COMMENTS

None.

ADJOURNMENT

Hearing no further business, Trustee Stevens made a motion (#5), seconded by Trustee Trevarthan, to adjourn the Departmental Operations Committee meeting of January 10, 2018, at 6:15 PM. The motion was unanimously approved.