

VILLAGE OF
FRANKFORT
EST • 1855

DEPARTMENTAL OPERATIONS COMMITTEE MINUTES
AUGUST 8, 2018

CALL TO ORDER

Chairman Dick Trevarthan called the Departmental Operations Committee meeting to order at 5:00 P.M. on Wednesday, August 8, 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, Village Clerk Adam Borrelli, Trustees John Clavio, Cindy Heath, Bob Kennedy, Keith Ogle, Mike Stevens; Rob Joyce, and Derek O'Sullivan. Staff in attendance included Village Administrator Rob Piscia, Police Chief John Burica, Deputy Chief Kevin Keegan, Supt. of Public Works Terry Kestel, Finance Director Jenni Booth, Utilities Director Tony Minette, Asst. Director of Development Services Zach Brown, Building and Economic Development Manager Adam Nielsen and Administrative Assistant Theresa Cork. Resident Lisa Slattery was also present. Member Jennifer Hindel was absent.

APPROVAL OF MINUTES (July 11, 2018)

Trustee Heath made a motion (#1), seconded by Trustee Clavio, to approve the minutes of the Departmental Operations Committee meeting of June 11, 2018, as presented. The motion was unanimously approved.

POLICE DEPARTMENT

A. Squad Replacement Vehicle – Approval

Deputy Chief Keegan provided a request for approval of the purchase of a Chevrolet Equinox AWD SUV to serve in the Administrative Division of the Police Department. He reported the vehicle would be purchased through Phillips Chevrolet of Frankfort, in the amount of \$27,149.94, which includes the base price, options, and emergency equipment. If approved, vehicles in the fleet will be reassigned and rotated accordingly.

Trustee Stevens made a motion (#2), seconded by Trustee Ogle, to forward a recommendation to the Village Board authorizing an expenditure to Phillips Chevrolet of Frankfort, in the amount of \$27,149.94, for a Chevrolet Equinox AWD SUV with options and emergency equipment. The motion was unanimously approved.

B. Vehicle Disposal – Approval

Deputy Chief Keegan also requested the disposal of a 2013 Ford Interceptor Sedan. He reported the vehicle served many years in the patrol fleet and was recently replaced with a new vehicle and stripped of all police equipment and markings.

Trustee Heath made a motion (#3), seconded by Trustee Stevens, to forward a recommendation to the Village Board to authorize disposal of the surplus vehicle via the Municipal Auction Program through the Will County Governmental League as presented. The motion was unanimously approved.

2018 ROADWAY MAINTENANCE PROGRAM: ENGINEERING SERVICES AGREEMENT - APPROVAL

Supt. Kestel presented an Engineering Agreement with Robinson Engineering as part of the Village's 2018 Roadway Maintenance Program. He reported staff recently noticed that a current engineering agreement has not been executed and sought approval to update the agreement. Mr. Kestel further reported Robinson Engineering has not changed their fee structure of 4% of the awarded contract amount for design engineering from the past 15 years, noting the awarded amount for this year's Roadway Maintenance Program is \$1,554,245.67. He noted construction engineering fees have been 6% of the final contract amount in the past, however in 2017, staff member Mike Schubbe and an inspector from Robinson Engineering shared the inspections during the construction phase of the road project, which resulted in reducing the construction engineering from 6% to 4.2% for a savings of approximately \$20,000. Staff plans to continue this approach for the 2018 program.

Trustee Heath made a motion (#4), seconded by Trustee Stevens, to forward a recommendation to the Village Board authorizing the execution of an Engineering Services Agreement between the Village of Frankfort and Robinson Engineering, Ltd. for the 2018 Roadway Maintenance Program as presented. The motion was unanimously approved.

WWTP CONSOLIDATION PROGRAM PHASE II: COMPREHENSIVE CHANGE ORDER NO. 2 – APPROVAL

Director Minette requested approval for Comprehensive Change Order No. 2, as part of the Village's WWTP Consolidation Program, IEPA SRF Loan #17-5388. Mr. Minette provided a summary overview of the Change Orders pertaining to Project 3 - Flow Equalization Pond & Stormwater Detention Ponds; Project 4 - Hickory Creek Pump Station Improvements; and Project 6 - Regional WWTP Improvements Parts A and B. He noted the Change Orders have been reviewed and recommended for approval by each projects' consulting firm and by the project coordination team.

Mr. Minette reported total net change for Loan #17-5388 with these Comprehensive Change Orders is \$26,793.24, resulting in a total revised contract price for the IEPA loan in the amount of \$30,822,747.37.

Committee members requested additional clarification on the change order relating to the relocation of the contaminated soil at the Hickory Creek Pump Station. Mr. Minette reported environmental soil testing was performed on the project site and this testing found low levels of soil contamination in the area of the south detention basin. He further reported the test found low levels of heavy metals and prevents this material from being hauled to a CCDD facility and would have to be hauled to a landfill which would be a significant cost. He stated the Village needs suitable fill for the construction of the excess flow ponds as part of the demolition of the North WWTP so the material will be hauled to that location for use in the construction of the ponds.

Mr. Minette concluded by providing an update of the completion dates and contingency status for this phase of the WWTP Consolidation Program.

Trustee Heath made a motion (#5), seconded by Trustee Stevens, to forward a recommendation to the Village Board to approve Change Order No. 2 (Change Order Items 12-21) for the change in scope of services associated with Project 6, Regional WWTP Improvements, Part A and B, to reflect a credit of \$16,775.39 from Williams Brothers Construction, Inc., resulting in a revised contract price of \$20,571,155.66. The motion was unanimously approved.

Trustee Heath made a motion (#6), seconded by Clerk Borrelli, to forward a recommendation to the Village Board to approve Change Order No. 2 (Change Order Items 2a and 2b) for the change in scope of services associated with Project 4, Hickory Creek Pump Station Improvements, to reflect an increase of \$7,466.23, resulting in a revised contract price of \$5,429,657.97 with Steve Spiess Construction, Inc. The motion was unanimously approved.

Trustee Heath made a motion (#7), seconded by Trustee Ogle, to forward a recommendation to the Village Board to approve Change Order No. 1 (Change Order Items 1 and 2) for the change in scope of services associated with Project 3, Flow Equalization Pond & Stormwater Detention Ponds, to reflect an increase of \$36,102.40, resulting in a revised contract price of \$2,307,064.46 with Joseph J. Henderson & Son, Inc. The motion was unanimously approved.

OTHER BUSINESS

Chief Burica reported he is continuing to work with School District 157-C to develop a MOU for a school resource officer. He further reported the school has indicated a willingness to pay 75% of the salary for the officer. He noted the next 157-C School Board meeting to discuss the agreement is scheduled for August 15.

PUBLIC COMMENTS

None.

ADJOURNMENT

Hearing no further business, Trustee Clavio made a motion (#8), seconded by Trustee Kennedy, to adjourn the Departmental Operations Committee meeting of August 8, 2018, at 5:20 P.M. The motion was unanimously approved.