

VILLAGE OF
FRANKFORT
EST. 1855

DEPARTMENTAL OPERATIONS COMMITTEE MINUTES
OCTOBER 10, 2018

CALL TO ORDER

Chairman Pro-Tem Keith Ogle called the Departmental Operations Committee meeting to order at 5:30 P.M. on Wednesday, October 10, 2018, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Departmental Operations Committee members present included Mayor Jim Holland, Chairman Pro-Tem Keith Ogle, Village Clerk Adam Borrelli, Trustees Cindy Heath, Bob Kennedy; and Derek O'Sullivan. Staff in attendance included Village Administrator Rob Piscia, Asst. Administrator Jeff Cook, Police Chief John Burica, Finance Director Jenni Booth, and Administrative Assistant Theresa Cork. Margaret Farina and Burns and McDonnell representative Steve Crede were also present. Members Jennifer Hindel and Rob Joyce were absent.

APPROVAL OF MINUTES (September 12, 2018)

Clerk Borrelli made a motion (#1), seconded by Member O'Sullivan, to approve the minutes of the Departmental Operations Committee meeting of September 12, 2018, as presented. The motion was unanimously approved.

NORTH WWTP GENERATOR RELOCATION PROJECT: JACKSON CREEK LIFT STATION – BID APPROVAL

Administrator Piscia reported a new backup generator was recently installed at the Village's North Wastewater Treatment Plant (WWTP) as part of the WWTP Consolidation Program. He further reported while the previous generator was operational it was undersized to serve the power needs of the new pump station. Rather than dispose of the generator as surplus, staff investigated relocating the generator to the Jackson Creek Lift Station, located at 22656 S. LaGrange Road. Mr. Piscia reported five bids were received for the project. Burns & McDonnell has reviewed the submitted bids and forwarded a letter of recommendation to award the contract for the North WWTP Generator Relocation project to the low bidder, Excel Electric, with a contract value of \$47,500.00.

Following brief discussion, Trustee Heath made a motion (#2), seconded by Trustee Kennedy, to forward a recommendation to the Village Board to accept the low bid of \$47,500.00 and award the contract to Excel Electric, Inc., for the generator relocation project. The motion was unanimously approved.

WWTP CONSOLIDATION PROGRAM PHASE II: COMPREHENSIVE CHANGE ORDER
NO. 3 – APPROVAL

Administrator Piscia presented comprehensive change orders for Project 6, Regional WWTP Improvements Parts A & B; and Project 4, Hickory Creek Pump Station Improvements. He then briefly summarized the work change directives and provided net totals of all change orders to date associated with both projects. He reported Burns & McDonnell reviewed all change order items submitted for each of the projects and recommended Village Board approval.

Trustee Heath made a motion (#3), seconded by Trustee Kennedy, to forward a recommendation to the Village Board to approve Change Order No. 3 (Work Change Directives 22-28) for the change in scope of services for Project 6, Regional WWTP Improvements Parts A & B, in the amount of \$50,846.72. The motion was unanimously approved.

Trustee Heath made a motion (#4), seconded by Trustee Kennedy, to forward a recommendation to the Village Board to approve Change Order No. 3 (Change Orders 3a & 3b) for the change in scope of services for Project 4, Hickory Creek Pump Station Improvements, for a net credit of \$512.00. The motion was unanimously approved.

Burns & McDonnell representative, Steve Crede, provided a status summary of the construction projects for Phase 2 and a projected timeline for Phase 3, which involves decommissioning the Village's West WWTP. Committee members also discussed the status of the loan approval associated with Phase 3, Wastewater Project: L175408. It was noted the IEPA has completed their review of the sewer rate and revenue system, along with other supplementary financial information provided by the Village and found that the revenue stream is currently producing sufficient revenue and has been approved.

NUWAY DISPOSAL SCAVENGER SERVICES AGREEMENT RENEWAL - APPROVAL

Administrator Piscia presented a proposal from NuWay Disposal to renew the Village's scavenger services agreement for two, two-year extensions. He reported the Village entered a three-year agreement with NuWay in 2012. The terms of the agreement allow for the agreement to be renewed in two-year extensions. Administrator Piscia advised the first year of the renewal would contain a 2% rate increase commencing on September 1, 2019, and an annual rate increase of 2.75% for each of the successive years. He stated NuWay has asked to insert language into the agreement pertaining to the collection of recyclables. The amendment states that NuWay and the Village would meet to renegotiate prices if there were significant changes to laws for the collection of recyclable materials.

Committee members briefly discussed the agreement extension proposal and felt it was in the best interest of the Village to renew the agreement with NuWay Disposal. Trustee Kennedy made a motion (#5), seconded by Trustee Heath to accept the negotiated agreement extension with NuWay Disposal as presented. The motion was unanimously approved.

OTHER BUSINESS

A. IEPA Final Loan Closing Amendment – Loan #L175363

Administrator Piscia reported the Village has received the Final Loan Closing Amendment for IEPA Loan 175363. He reported that all conditions relative to the project work of the subject wastewater loan have been satisfied. The amendment details all disbursements made and the applicable construction period interest for each disbursement, a summary of the total financed amount of \$11,439,376.22, and the final loan repayment schedule. He noted the amendment will be placed on the next Village Board agenda for final approval.

B. Bid Threshold

The Committee also discussed a measure before the state pertaining to bidding requirements for municipalities. If approved, the competitive bid threshold will increase from \$20,000 to \$40,000 for contracts with the Village. It was suggested for staff to review internal threshold requirements if the measure is passed.

PUBLIC COMMENTS

None.

ADJOURNMENT

Hearing no further business, Clerk Borrelli made a motion (#6), seconded by Member O'Sullivan, to adjourn the Departmental Operations Committee meeting of October 10, 2018, at 6:05 P.M. The motion was unanimously approved.