

VILLAGE OF
FRANKFORT
EST • 1855

OPERATIONS COMMITTEE MINUTES
SEPTEMBER 11, 2019

CALL TO ORDER

Chair Pro-Tem Adam Borrelli called the Operations Committee meeting to order at 5:30 P.M. on Wednesday, September 11, 2019, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Operations Committee members present included Mayor Jim Holland, Chair Pro-Tem Adam Borrelli, Trustees John Clavio, Margaret Farina, and Keith Ogle; Jennifer Hindel, Nathan Miller, and Mike Stevens. Staff in attendance included Village Administrator Rob Piscia, Police Chief John Burica, Asst. Supt. Kevin Hack, Utilities Director Mike Stone, Finance Director Jenni Booth, and Administrative Assistant Theresa Cork. Members Rob Joyce and Derek O'Sullivan were absent.

APPROVAL OF MINUTES (July 10, 2019)

Trustee Ogle made a motion (#1), seconded by Trustee Farina, to approve the minutes of the Operations Committee meeting of July 10, 2019, as presented. The motion was unanimously approved.

SANITARY SEWER TELEVISIONING AND MANHOLE INSPECTIONS – ENGINEERING SERVICES AGREEMENT

Director Stone presented a proposal from Baxter & Woodman, Inc., for Professional Engineering Services to assist the Village with a sewer assessment program. The proposal includes manhole inspections, preparation of sewer televising bidding documents, bidding assistance, construction related services, review of sewer televising videos, and sewer system rehabilitation recommendations, in the amount of \$61,300.00.

Director Stone reported inflow and infiltration (I&I) is a common problem for sanitary collections systems. He explained that during storm events and periods of wet ground conditions, defects in sanitary sewer systems allow I&I comprised of stormwater and groundwater to enter the sanitary sewers. These illicit flows negatively impact the carrying capacity of sanitary sewers and can ultimately contribute to surcharged sewers, basement backups, sewer overflows, and overburdened wastewater treatment facilities. He further explained cracked sewer pipes and defective manholes are common places where I&I enters the sanitary sewer system and the Utilities Department is

seeking to identify these deficiencies by means of sewer televising and manhole assessments in order to develop a rehabilitation program.

Committee members discussed the overall project, the proposed assessment area, and the scope of services to be provided by Baxter & Woodman.

Director Stone reported the proposed study area includes the West Pump Station segment (Hickory Creek Tributary #1 from Cottonwood Road to Route 45; and the Hickory Creek Pump Station segment (Hickory Creek from Route 45 to Route 30; Union Ditch from St. Francis Road to Hickory Creek), noting the proposed study area is comprised of approximately 26,000 feet of sanitary sewer and 111 manholes. He further reported Baxter & Woodman will review video of the internal sewer televising inspections to identify the general condition of the sewer and building lateral connections, locations and severity of defects, existence of I&I sources, and provide a report detailing the deficiencies identified and recommendations for improvements.

Following discussion of the proposal, Trustee Farina made a motion (#2), seconded by Trustee Ogle, to forward a recommendation to the Village Board to enter into an agreement with Baxter & Woodman, Inc., for professional engineering services for manhole inspections, sewer televising contract development and administration, and sewer system condition assessments, in an amount not to exceed \$61,300.00. The motion was unanimously approved.

ROOF REPLACEMENT: 123 KANSAS STREET – BID PROPOSALS

Asst. Supt. Hack reported the Village of Frankfort owns and maintains the Frankfort Chamber of Commerce building, located at 123 Kansas Street. He stated the gable roof section of the building was identified for replacement due to failing shingles and noted the flat roof section of the building is still in good condition. He reported the Village received two bids for the tear off, structural repair, and re-roof of the building and recommended awarding the contract to the low bidder, Filotto Roofing, Inc. Staff noted the proposed material will be similar in color and specifications of the existing roof.

Mayor Holland requested staff to forward the proposal, including color and specifications, to the Historic Preservation Commission for their review and approval.

Following review of the bid proposals, Trustee Clavio made a motion (#3), seconded by Trustee Farina, to forward a recommendation to the Village Board to accept the low bid and award the contract to Filotto Roofing, Inc., in the amount of \$13,130.00, for the roof replacement project, subject to approval by the Historic Preservation Commission. The motion was unanimously approved.

POLICE DEPARTMENT REPLACEMENT VEHICLE – BID PROPOSALS

Chief Burica requested to purchase a 2020 Ford Explorer from Currie Motors of Frankfort, in the amount of \$39,411.00, including up-fitting of emergency equipment. He reported the vehicle was budgeted in anticipation of acquisition and will serve in the Administration Division of the Police

Department. The vehicle will replace a 2011 Ford Explorer with approximately 110,000 miles and substantial mechanical issues.

Trustee Farina made a motion (#4), seconded by Member Stevens, to forward a recommendation to the Village Board authorizing the purchase of the 2020 Ford Explorer from Currie Motors, in the amount of \$39,411.00. The motion was unanimously approved.

OTHER BUSINESS

- *Traffic Advisory Committee Recommendation – Removal of Midblock Sidewalk*

Administrator Piscia reported at its September 4, 2019 meeting, the Traffic Advisory Committee determined it was in the best interest of the community to remove the midblock sidewalk that fed from the Breidert Green parking lot onto Kansas Street. He noted the midblock sidewalk directs pedestrians to Kansas Street, in an area where a crosswalk is not present. Operations Committee members concurred with the recommendation to remove the midblock sidewalk.

Trustee Farina inquired about changing the traffic flow pattern of the Breidert Green parking lot. Staff reported changing the flow pattern of the parking lot would result in a loss of approximately three parking spaces and noted the parking lot was resurfaced in 2016.

- *Pfeiffer Road Extension*

Administrator Piscia reported he recently met with Robinson Engineering regarding a Phase I Engineering Services Agreement for the extension of Pfeiffer Road from Route 30 to Colorado Avenue. He noted the road is not a FAU route and as a result, the project may not meet STP funding criteria. Mayor Holland viewed the project as a major economic development initiative for the Village. He encouraged the Village Board to consider funding the project in its entirety and recapture its pro-rated costs from future development.

- *Safety Barriers*

Staff reported the Village rented portable safety barriers for use during Fall Fest following consideration to purchase the barriers at the July 10th Operations Committee meeting. Staff noted the safety barriers received favorable comments from community members and different vendors and models are being explored for future consideration.

- *Wastewater Treatment Plant (WWTP) Consolidation Program Update*

Director Stone provided a brief WWTP Consolidation Program update to committee members. He reported all components of the 2nd Phase of the WWTP Consolidation Program are in service and the 3rd Phase is underway (abandonment and demolition of North WWTP and West WWTP; excess flow storage pond at North WWTP). He further reported fencing for the Hickory Creek Pump Station has been ordered, noting staff is currently preparing corner posts for the brick columns.

Members also inquired about landscaping associated with Terry's RV parking lot expansion project along Route 45. Director Stone reported an agreement was executed between the Village and Terry Kunes for a public utility and drainage easement as part of Hickory Creek Lift Station project. Staff will review the agreement to identify the Village's obligations associated with the landscaping improvements.

PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Member Stevens made a motion (#5), seconded by Member Miller, to adjourn the Operations Committee meeting of September 11, 2019, at 6:12 P.M. The motion was unanimously approved.