

VILLAGE OF
FRANKFORT
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OPERATIONS COMMITTEE MINUTES
JANUARY 8, 2020

CALL TO ORDER

Trustee Adam Borrelli called the Operations Committee meeting to order at 6:07 P.M. on Wednesday, January 8, 2020, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Operations Committee members present included Mayor Jim Holland, Village Clerk Gene Savaria, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, and Jessica Petrow; Rob Joyce, Nathan Miller, and Mike Stevens. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Deputy Chief Kevin Keegan, Deputy Chief Will Dowding, Utilities Director Mike Stone, Building and Economic Development Manager Adam Nielsen, and Administrative Assistant Theresa Cork. Members Jennifer Hindel and Derek O'Sullivan were absent.

APPROVAL OF MINUTES (December 11, 2019)

Member Stevens made a motion (#1), seconded by Trustee Petrow, to approve the minutes of the Operations Committee meeting of December 11, 2019, as presented. The motion was unanimously approved.

UTILITY DEPARTMENT

A. Regional WWTP Clarifier Improvements

Director Stone presented details on his memo relating to the clarifiers at the Village's Regional Wastewater Treatment Plant (WWTP). He shared that the Regional WWTP utilizes three circular clarifiers as part of its treatment process. These clarifiers enable suspended solids to settle out of the process flow while allowing clarified water to continue to the filtration and disinfection processes. Director Stone reported Evoqua Water Technologies, LLC, recently performed an inspection of the three clarifier mechanisms and identified the drive assemblies for Clarifiers #1 and #2 require a rebuild of all internal components. Additionally, all scraper squeegees are recommended for replacement for Clarifiers #1 and #2. He noted the drive assembly for Clarifier #3 is currently in satisfactory condition and does not require rehabilitation at this time.

Trustee Petrow made a motion (#2), seconded by Trustee Farina, to forward a recommendation to the Village Board to enter into an agreement with Evoqua Water Technologies, LLC, to rebuild

the drive assemblies and furnish replacement squeegees for Clarifiers #1 and #2 at the Regional WWTP, in the amount of \$41,581.88. Committee noted these improvements are proprietary in nature from this manufacturer and is not subject to separate bidding. The motion was unanimously approved.

B. Replacement Vehicle

Director Stone requested the replacement of a 2005 Ford Explorer in the Utility Fleet due to the cost of repairs are no longer justified in relation to the vehicle's value and reliability. He reported the primary purpose of this vehicle to facilitate utility locates which requires the ability to transport locating machines, marking paint, flags, and other ancillary locating supplies. Mr. Stone requested approval to purchase a 2020 Ford Transit-150 Cargo Van.

Trustee Farina made a motion (#3), seconded by Member Joyce, to forward a recommendation to the Village Board authorizing the purchase of a 2020 Ford Transit-150 Cargo Van from Currie Motors Fleet of Frankfort via the Suburban Purchasing Cooperative, in the amount of \$25,790.00, for use by the Utility Department. The motion was unanimously approved.

C. Disposal of Surplus Vehicle

Member Stevens made a motion (#4), seconded by Trustee Farina, to forward a recommendation to the Village Board declaring the 2005 Ford Explorer as surplus property for disposal via public auction upon receipt and commissioning of the replacement vehicle. The motion was unanimously approved.

POLICE DEPARTMENT – EMERGENCY REPLACEMENT VEHICLE

Deputy Chief Keegan requested approval for the purchase of a 2020 Ford Utility AWD vehicle through the Suburban Purchasing Cooperative for a total cost of \$42,177.00, to replace a patrol vehicle which was involved in an accident. He reported the vehicle was declared a total loss and insurance review is still ongoing.

Trustee Clavio made a motion (#5), seconded by Trustee Farina, to forward a recommendation to the Village Board authorizing an expenditure to Currie Motors of Frankfort, in the amount of \$42,177.00, for the purchase of a 2020 Ford Utility Police Interceptor AWD Conventional Gas Version for use by the Frankfort Police Department. The motion was unanimously approved.

FCTV-6 EQUIPMENT PURCHASE

Asst. Administrator Cook reported FCTV-6 experienced an equipment failure on December 2 and is currently utilizing loaned equipment as a temporary solution to restore cable access. He presented a quote from AVI Systems, Inc. for the purchase of specialty PEG Access equipment, installation, and support services. This equipment provides the programming interface for Channel 6 and related signal processing that make Channel 6 cable broadcast possible. Mr. Cook noted if the committee recommends purchasing the equipment, the existing cable franchise agreement

provides opportunity to collect a PEG Capital Fee of \$0.35/month per subscriber upon proper notice and documentation of the purchase.

Committee members discussed the proposed expenditures and felt FCTV-6 provides a valuable service to the community and supported the purchase of the specialty equipment. Members did not feel it was necessary to collect a PEG Capital Fee from subscribers.

Mayor Holland made a motion (#6), seconded by Trustee Farina, to forward a recommendation to the Village Board authorizing an expenditure to AVI Systems, Inc., for the purchase of specialty PEG Access equipment, installation, and support services, in an amount not to exceed \$20,683.00. It was noted this equipment is proprietary in nature from this manufacturer and is not subject to separate bidding. The motion was unanimously approved. Trustee Ogle abstained.

T3IP NEW CONSTRUCTION GRANT REVIEW – FRANKFORT BUILDING, LLC

Manager Nielsen provided an overview of a request from Frankfort Building, LLC, for an industrial incentive program grant to construct a new 15,000 square foot building located at 22349 S. Commerce Parkway located within the East Point Industrial Park. Mr. Nielsen explained the applicant requests funding under the Village's Target Industry and Industrial Incentive Program (T3IP), which provides for \$1 per square foot.

Trustee Ogle made a motion (#7), seconded by Trustee Petrow, to forward a recommendation to the Village Board authorizing approval of the qualified new construction grant under the T3IP, in the amount of \$15,000.00 to Frankfort Building, LLC, for the project. The motion was unanimously approved.

OTHER BUSINESS

Asst. Administrator Cook provided an update relating to the purchase and sale agreement between the Village of Frankfort and Row House, Ltd., for the former Fra-Milco site, located at 2 Smith Street. He reported Richard Wright is targeting an aggressive construction schedule for the proposed two-story mixed use structure along the frontage of Oak Street. He advised committee members on the effort to craft a purchase and sale agreement. He said the developer inquired as to the Village's future plans for the balance of the property and requested the Village commit to construction of a public parking lot.

Members discussed at length the concept of the Village committing to improvements of a public parking lot on the remainder of the Fra-Milco site with some members debating the differences between such improvements and the former proposal submitted by SDW Investments, LLC. Members acknowledged the \$200,000 grant awarded to the Village in the Illinois capital bill which allocates money for downtown parking, noting the remaining property might be a good location for parking if well designed. Members voiced concerns with the possible discrepancy in timing between the proposed development and the process to consider parking lot improvements and receive funding from the state. Mr. Cook noted public comments on the terms of the current proposal or alternative development proposals may be submitted to the Village until January 31.

He anticipates the proposed purchase and sale agreement between the Village and Rowhouse, Ltd will be presented at the February 12th Economic Development Committee meeting for committee consideration.

PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Member Stevens made a motion (#8), seconded by Trustee Farina, to adjourn the Operations Committee meeting of January 8, 2020, at 6:53 P.M. The motion was unanimously approved.