

VILLAGE OF
FRANKFORT
EST • 1855

OPERATIONS COMMITTEE MINUTES
FEBRUARY 12, 2020

CALL TO ORDER

Trustee Adam Borrelli called the Operations Committee meeting to order at 6:03 P.M. on Wednesday, February 12, 2020, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Operations Committee members present included Mayor Jim Holland, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, and Gene Savaria; Jennifer Hindel, Rob Joyce, Nathan Miller, Derek O’Sullivan, and Mike Stevens. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Deputy Chief Will Dowding, Utilities Director Mike Stone, Public Works Supt. Terry Kestel, Finance Director Jenni Booth, Asst. Director of Development Services Zach Brown, and Administrative Assistant Theresa Cork. Others in attendance included Dan Kijowski and Katie Schubert.

APPROVAL OF MINUTES (January 8, 2020)

Trustee Ogle made a motion (#1), seconded by Member Stevens, to approve the minutes of the Operations Committee meeting of January 8, 2020, as presented. The motion was unanimously approved.

Member Joyce arrived at 6:05 PM, following the approval of the minutes.

VILLAGE WEBSITE – DESIGN CONCEPT REVIEW

Asst. Village Administrator Cook presented the design concept for the Village’s new website for committee consideration. He reported a four-member “creative team” consisting of Zach Brown (Development Services), Kevin DelGrosso (FCTV), Deputy Chief Kevin Keegan (Police), and Sue Lynchey (Admin/Special Events) worked with the Village’s website design firm, Revize on development of the design concept. As part of the overall design concept, Revize developed a logo concept to accompany the website launch.

Committee members discussed the suitability of the overall layout, feel and look of the website concept, including the logo design. Members felt the concept was on the right track. Members generally favored the logo design, noting it is inevitable some would feel differently. There was brief discussion concerning the Village’s overall approach to branding, with some viewing the updated logo as an opportunity to increase attention in this area. It was suggested for staff to

consider hiring a professional photographer to take pictures for the Village website. Following discussion, committee members accepted the design concept and directed staff to proceed with the technical development phase of the website.

IDNR GRANT OPPORTUNITY: SAUK TRAIL

Administrator Piscia reported the Village received notice of a grant opportunity through the Illinois Department of Natural Resources (IDNR). He reported the Illinois Bicycle Path Grant Program is a reimbursement grant program that will reimburse up to 50 percent of the total approved project costs, noting the maximum funding per project is \$200,000. He stated that staff would like to proceed with applying for this grant for a bike path along the north side of Sauk Trail between Pfeiffer Road and 80th Avenue, noting this portion would help complete the loop to allow residents in Prestwick, Lakeview, Frankfort Meadows and Timbers Edge to access the Old Plank Road Trail. He noted the application deadline is March 16, 2020. He shared that Robinson Engineering estimates the cost of this trail to be approximately \$500,000 with potential right-of-way acquisition costs in the amount of \$75,000.

Committee members discussed the IDNR grant opportunity and whether to pursue this grant opportunity or wait for a grant with a higher level of funding. Members discussed the importance to increase connectivity of the trail network and provide safe access to Old Plank Road Trail for our community.

Mayor Holland made a motion (#2), seconded by Trustee Savaria, directing staff to apply for the IDNR bike path grant with a maximum reimbursement of \$200,000 to be used for the installation of a bike path along north side of Sauk Trail between Pfeiffer Road and 80th Avenue. The motion was unanimously approved.

UTILITIES DEPARTMENT

A. 2020 Water Main Replacements – Bid Proposals

Director Stone reported the Village received bids from eight contractors for the Village's 2020 Water Main Replacement Program to replace the following sections of water main:

- Ginger Lane (Burgundy Drive to Charrington Drive)
- Pheasant Trail Court
- Maple Court
- Dover Circle
- Highland Road (Huntsmoor Drive to Drummore Lane)

Mr. Stone reported Robinson Engineering reviewed each of the bids and recommended award of the contract to the low bidder, Stip Brothers Excavating, Inc. in the amount of \$1,244,995.68.

Trustee Ogle made a motion (#3), seconded by Member O'Sullivan, to forward a recommendation to the Village Board to accept the low bid and award a contract to Stip Brothers Excavating, Inc.,

in the amount of \$1,244,995.68, for the 2020 Water Main Replacement Program as presented. The motion was unanimously approved.

B. Wells 11 and 12 Pump Rehabilitation

Director Stone presented a request to perform pump rehabilitation on Wells No. 11 and No. 12 located at Jackson Creek Park. He reported the Byron Jackson pumps at Well No. 11 and No. 12 have been in service since 2011 and are exhibiting a 35% reduction in pumping capacity. He stated Layne Christensen Company provided a proposal in the amount of \$57,000 for the pump rehabilitation project, which includes pump removal, evaluation, rehabilitation, reinstallation, and testing. He noted Layne Christensen Company is the sole source regional representative and service provider for Byron Jackson well pumps. Therefore, proposals were not solicited from other pump rehabilitation service providers.

Trustee Clavio made a motion (#4), seconded by Trustee Farina, to forward a recommendation to the Village Board to award a contract to Layne Christensen Company for Wells No. 11 and No. 12 Pump Rehabilitation, in the amount of \$57,000.00. The motion was unanimously approved.

C. Disposal of Surplus Vehicle

Director Stone requested committee approval to dispose of a 2004 Ford F-150 truck. He explained that the vehicle being declared surplus was now beyond its useful life as the cost of maintenance and repairs is no longer justified in relation to the vehicle's value and reliability.

Trustee Ogle made a motion (#5), seconded by Member Stevens, to forward a recommendation to the Village Board to approve the disposal of the surplus vehicle via public auction. The motion was unanimously approved.

PUBLIC WORKS DEPARTMENT

A. 2020 Replacement Dump Truck – Bid Approval

Supt. Kestel requested authorization to purchase a 2021 International HV507 Chassis truck with dump truck body and snow plow equipment to replace a 2007 International dump truck. He noted due to the long lead time necessary to build out the truck, it is necessary to order the replacement truck by March 1 in order to have it for the 2020/21 snow season. Supt. Kestel reported the Village received competitively bid prices from Rush Truck Center and Monroe Truck Equipment through the State Purchase Program and Sourcewell, which fulfills the competitive bid requirements. The cost of the fully equipped truck is \$162,780.00.

Mayor Holland made a motion (#6), seconded by Trustee Ogle, to forward a recommendation to the Village Board authorizing an expenditure to Rush Truck Center for the purchase of a 2021 International HV507 Chassis with dump truck body and snow plow equipment, in an amount not to exceed \$162,780.00. The motion was unanimously approved.

B. Disposal of Surplus Vehicles

Supt. Kestel presented a request to dispose of a 2001 International 4900 dump truck and a 2003 Ford Ranger from its fleet which are of no further use to the department due to mechanical issues.

Trustee Farina made a motion (#7), seconded by Member O’Sullivan, to forward a recommendation to the Village Board to approve the disposal of the surplus vehicles via public auto or as scrap material. The motion was unanimously approved.

VEHICLE PURCHASE – BID APPROVAL

Administrator Piscia requested the Committee’s recommendation to the Village Board to approve the purchase of a 2020 Chevrolet Blazer from Phillips Chevrolet of Frankfort, in an amount not to exceed \$37,000. He explained this expenditure was budgeted as part of the 2019/2020 budget year in anticipation of hiring a code compliance specialist. He reported the Village received three competitive bids for a 2020 Chevrolet Blazer with Phillips Chevrolet of Frankfort submitting the lowest bid in the amount of \$36,286.

Trustee Farina made a motion (#8), seconded by Trustee Clavio, to forward a recommendation to the Village Board authorizing an expenditure to Phillips Chevrolet of Frankfort, in an amount not to exceed \$37,000, for the purchase of a 2020 Chevrolet Blazer LT, AWD vehicle. The motion was unanimously approved.

TRAFFIC ADVISORY RECOMMENDATIONS

A. Traffic Code Ordinance Amendments - East Point Industrial Park

- 1. Parking Restrictions Signage*
- 2. Traffic Control Plan*

Deputy Chief Dowding presented recommendations from the Traffic Advisory Committee (TAC) for the East Point Industrial Park. The TAC recommended installation of “No Parking” signs on both sides of Commerce Parkway from Laraway Road to Fey Drive; “Yield Sign” on Roma Court at Fey Drive; “Stop Sign” on Fey Drive at Commerce Parkway; and a “Stop Sign” on Commerce Parkway at Laraway Road.

The Operations Committee concurred with the TAC recommendations. Trustee Farina made a motion (#9), seconded by Member Stevens, to forward a recommendation to the Village Board to adopt an amendment to the Village of Frankfort Code of Ordinances, Title VII, Traffic Code, to reflect the installation of the no parking signage as presented. The motion was unanimously approved.

Trustee Savaria made a motion (#10), seconded by Trustee Clavio, to forward a recommendation to the Village Board to adopt an amendment to the Village of Frankfort Code of Ordinances, Title VII, Traffic Code, to reflect inclusion of the East Point Industrial Park Traffic Control Plan. The motion was unanimously approved.

OTHER BUSINESS

○ *Traffic Control Signage*

Trustee Clavio inquired if there was traffic control signage at the intersection of Oak and Kansas Street. Staff reported there is a stop sign on Oak Street, southbound at Kansas Street.

○ *East Point Industrial Park Entrance*

Trustee Farina asked about landscape maintenance responsibilities for the entrance of the East Point Industrial Park. Staff noted this has been an ongoing issue and described past efforts to make improvements.

○ *City of Joliet - Lake Michigan Water*

Trustee Ogle reported the City of Joliet is evaluating alternative sources for its water supply, including building a pipeline to Indiana for Lake Michigan water for its residents. He commented on the Village's participation in the Illinois Lake Michigan Water Allocation Program, which was previously approved by the Village Board and participation has since lapsed. Director Stone noted the Village's well water system does not pose concerns regarding long-term sustainability. Staff will continue to monitor the Will County Governmental League's feasibility study for obtaining Lake Michigan water for our area.

PUBLIC COMMENTS

Resident Katie Schubert asked whether the Village has looked at alternatives to road salt for de-icing roadways to help prevent damage to the snow plow trucks. Supt. Kestel reported the Village continues to explore ways to reduce the amount of salt used on winter roads, noting the Village is currently using a beet juice blend and is looking at other products as well.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#11), seconded by Member O'Sullivan, to adjourn the Operations Committee meeting of February 12, 2020, at 7:13 P.M. The motion was unanimously approved.