

MOTIONS

MOVED that the Consent Agenda and each item contained therein be hereby approved:

1. MOVED, that the Mayor and Board of Trustees Approve the Minutes of the Regular Meeting of April 25, 2016 and the Minutes of the Special Rules Meeting of May 3, 2016
2. MOVED, that the Manager is authorized to purchase from Viking Chemical Co. hydrofluosilicic acid at the price of \$13,200 with a 25% contingency, for a total of expenditure of \$16,500; for sodium chloride (salt) at the price of \$17,400 with a 25% contingency for a total expenditure of \$21,750.00; from MacCarb for bulk carbon dioxide at the price of \$38,556 with a 25% contingency for a total expenditure of \$48,195.00; from Univar USA for bulk soda ash at a price of \$335,323.44 with a 25% contingency for a total expenditure of \$419,063.00; and from Graymont Western Lime for bulk quicklime at the price of \$200,299 with a 25% contingency for a total expenditure of \$250,250.

5/16/16

VILLAGE OF PARK FOREST
Village Board Regular Meeting
Monday, April 25, 2016
Village Hall 7:00 p.m.

MINUTES

IN ATTENDANCE: Mayor John Ostenburg, Trustee Mae Brandon, Trustee JeRome Brown, Trustee Tiffani Graham, Trustee Georgia O’Neill, and Trustee Theresa Settles

ASBENT: Trustee Robert McCray

STAFF IN ATTENDANCE: Manager Tom Mick, Police Chief Pete Green, Fire Chief Bruce Ziegler, Village Attorney Felicia Frazier, Deputy Village Manager/Finance Director Mary Dankowski, Assistant to Village Manager Denyse Carreras, Director of Recreation and Parks Rob Gunther, Director of Economic Development and Planning Hildy Kingma, and Director of Public Works Roderick Ysaguirre, Director of Health Jenise Ervin, IT Coordinator Craig Kaufman, Director of Communications Jason Miller, Assistant Director of Economic Development Sandra Zoellner, and Code Enforcement Officer Jerry Martin

RECORDER: Village Clerk Sheila McGann

OTHERS IN ATTENDANCE: Family and friends of the Fire Department Awards ceremony recipients; EDAG Chairperson Phil Perkins

Roll Call

Meeting was called to order at 7:00 p.m. by Mayor Ostenburg. Roll was called by Clerk McGann.

Pledge of Allegiance

Mayor Ostenburg led the Board and the audience in the Pledge of Allegiance. He noted that Trustee McCray is out of town. He altered the agenda slightly and skipped to the Manager’s report.

Reports of Village Officers

Mayor

Mayor Ostenburg reported on a number of meetings he attended this week. He also was going to attend the kick-off of a new program with Congresswoman Robin Kelly, “The UP Initiative,” which is collaborative program between Congress and the community to reduce gun violence and increase economic opportunity.

Village Attorney

No report

Village Manager

Manager Mick introduced Fire Chief Ziegler; Captain Meyers introduced each of the award recipients as Chief Ziegler distributed the awards. The 2015 Park Forest Fire Department Awards were as follows:

Award of Merit: Firefighter/Paramedic Carolyn Gray

Life Saving Medal: Firefighter/Paramedic Ed Wright, Firefighter/Paramedic Nate Marconi, Firefighter/Paramedic Bob Pillman, and POC Firefighter/EMT Joel Stanford

Unit Citation: Lieutenant/Paramedic William Brei, Firefighter/Paramedic Neil Grove, Firefighter/Paramedic C Cory Murdoch, Firefighter/Paramedic Michelle Potts, and Firefighter/Paramedic William Toberman Jr., POC Captain William Tilley, and POC 2nd Lieutenant/Paramedic Pete Flint (January 25, 2015)

Unit Citation: Captain/Paramedic Phil Myers, Firefighter/Paramedics Christopher Apt, Firefighter/Paramedic Carolyn Gray, Firefighter/Paramedic Kevin Grove, Firefighter/Paramedic Robert Pillman, Firefighter/Paramedic Drew Sparks, POC Captain William Tilley, and POC Firefighter/EMT Brian Rimkus (February 2, 2015)

Unit Citation: Lieutenant/Paramedic Mark Cotrano, Firefighter/Paramedic Neil Grove, Firefighter/Paramedic Cory Murdoch, Firefighter/Paramedic Michelle Potts, and Firefighter/Paramedic William Toberman Jr. (April 4, 2015)

Meritorious Commendation: Lieutenant/Paramedic William Brei, Lieutenant/Paramedic Mark Cotrano, Firefighter/Paramedic Joseph Gray, Firefighter/Paramedic Cory Murdoch, Firefighter/Paramedic Michelle Potts, and Firefighter/Paramedic William Toberman Jr.

Firefighter of the Year: Firefighter/Paramedic Patrick Hisel

The Mayor and each of the trustees commended the recipients for their dedication and service to the Village of Park Forest. The Mayor thanked all Park Forest public safety workers for their commitment.

Manager Mick introduced Economic Development Advisory Group Chairperson Perkins who delivered the EDAG annual report to the Board. The report included their goals and the many accomplishments throughout the past year.

Manager Mick introduced Heidi Gonzalez who invited Park Forest to attend the American Cancer Society Relay for Life to be held at Rich South High School on Saturday, June 11.

Manager Mick also gave an update on the beautification schedule on Route 30. He reminded residents that fire hydrant flushing begins next week with a detailed map on the Village website. Also, vehicle stickers must be displayed by April 30. The Senior Fair is planned for May 6. The Farmers' Market opens May 7. There will be a Viet Nam Veterans recognition ceremony at Prairie State College. Anyone interested in being recognized should call the Manager at Village Hall.

Village Clerk

No report

Reports of Commission Liaisons and Committee Chairpersons

Trustee Brandon noted that the Youth Commission will meet for a workshop on Tuesday, April 26.

Trustee Graham reported that Recreation and Parks Commission will participate on Opening Day at the Aqua Center on July 26.

Trustee Brown said he attended the Fair Housing Achievement Award dinner and enjoyed the film and photographs showing the history of fair housing.

Citizens Comments, Observations, Petitions

None

Motion: Approval of Consent

Mayor Ostenburg called for a motion to approve the consent agenda. The consent agenda included the following item:

CONSENT:

1. Authorize Village Manager to enter into a contract for 2016 water system improvements with Austin Tyler, Elwood, IL in the amount of \$5,736,231.13 with a 5% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$6,023,074.19.

Approval of the consent agenda was moved by Trustee Brandon and seconded by Trustee O'Neill. Mayor Ostenburg asked if anyone wished the one item be removed from the consent agenda for further discussion. On the motion to approve the consent agenda, a roll call vote was called by Mayor Ostenburg. The consent agenda was approved with the following results:

Ayes: 6

Nays: 0

Absent: 1

The consent agenda was adopted with six (6) ayes, no (0) nays and one (1) absent.

DEBATABLE:

None

There being no further business. Mayor Ostenburg called for a motion to adjourn. Motion was made by Trustee Brandon, seconded by Trustee Settles and passed unanimously.

Mayor Ostenburg adjourned the regular meeting at 8:13 p.m.

Respectfully submitted, Sheila McGann,
Village Clerk

SPECIAL RULES MEETING/BUDGET OF THE BOARD OF TRUSTEES
VILLAGE OF PARK FOREST COOK AND WILL COUNTIES ILLINOIS
May 3, 2016 6:00 p.m.

PRESENT: Mayor John Ostenburg; Trustees Mae Brandon, JeRome Brown, (6:04 pm), Tiffani Graham, Theresa Settles

ABSENT: Trustee McCray, Georgia O'Neill

STAFF PRESENT: Village Manager Tom Mick; Deputy Village Manager and Finance Director Mary Dankowski; Assistant Director of Finance Sharon Floyd; Director of Public Works Roderick Ysaguirre; Assistant Director of Public Works and Village Engineer Nick Christie; Chief Water Plant Operator Dave Vavrek

Mayor Ostenburg called the meeting to order at 6:01 p.m. The roll was called.

After a brief introduction by Village Manager Mick, the Department of Public Works presented its proposed budget to the Board. Director Ysaguirre stated that the Jolly Trolley has operated for the past nine years as a joint venture with Rich Township and noted that the subsidy has decreased, as had ridership. He continued to report on the contract with PACE and Rich Township noting that the Saturday service has been discontinued. Originally the bus ran on Saturdays for the Farmers' Market, but the ridership was so low, about 12 persons. He reviewed the PACE grant subsidy, fare box revenue from Jolly Trolley and the taxi service.

Director Ysaguirre said that the Department has tried an innovative approach for road repairs by pairing planned road repairs with the water main replacement to maximize the use of MFT funds. The goal is to be able to take advantage of grant funding opportunities so the Village does not bear the full cost. The condition of the roads was discussed. Mayor Ostenburg stated that some of the roads are deteriorated and should at least be patched. Director Ysaguirre stated that patching would alleviate the accumulation of water and help to prevent further deterioration. There was lengthy discussion on the crack resealing of North Orchard Drive. Staff's goal was to extend the life of the roadway by about 5 years. Mayor Ostenburg expressed his concern that Orchard was completely re-done 3 years ago, while other streets continue to deteriorate. Assistant Director Christie stated that millions of dollars were spent on Orchard Drive and it was important to keep current on the maintenance, while still funding for pavement work on other streets. Director Ysaguirre stated that the department is budgeting \$300,000 for street maintenance using grants with an 80/20 match.

Director Ysaguirre stated that for the sidewalk maintenance program, residents can be included with the Village contract by paying their 50 percent in advance. Hopefully more residents will be able to take advantage of this program. Striping of roadways is included in the MFT budget. The state has mandated street signs be changed out to comply with retro-reflectivity laws. Signs

will be replaced neighborhood by neighborhood and following that schedule, the streets will be restriped at the same time.

The Motor Fuel Tax is a government fund which is disbursed monthly by the State of Illinois on a per capita basis. It is dependent on the gas purchased in the State of Illinois the previous month. Mr. Ysaguirre stated that the Village has received its MFT money from the state. He reviewed various projects and that MFT money also goes to sidewalk repair, lights, salt and street patching and resurfacing.

Director Ysaguirre reviewed the Sewer section of the budget. He noted that under Professional Services dollars are being allocated for clean-out of catch basins and sewers. A focus is being put on repairing manholes in middle of the street. Under Capital Outlays includes sewer maintenance south of Sauk Trail, relining and cleaning. He noted money is being budgeted for bench marking (elevation markings) to identify flooding issues prior to construction. The lift station at Sangamon is the oldest in the Village and will be replaced. Director Ysaguirre directed the Board to the Water Fund and noted as part of a multi-year plan there will be an increase in water rates. He reviewed the water purification and distribution expenses. In response to Trustee Brandon, Mr. Ysaguirre said there were no lead issues in the Village's water. Chief Water Plant Operator David Vavrek added that some lead has been found at joints in the water mains, but it is removed during any repairs. He said that lead and copper are tested every three years. Mayor Ostenburg asked about an issue which the IEPA had cited the Village on. David Vavrek said it was the containment of chloride at the choline station at the stand pipe. Mr. Vavrek said he had been in communication with the IEPA and they have not taken any further action. Director Ysaguirre added that the matter is still being addressed before the IEPA addresses the matter again. Mr. Ysaguirre added that staff is noticing that replacements pumps and other items have really increased in price.

Director Ysaguirre stated that there was a parking lot rate increase two years ago from \$1.00 to \$1.25 to be consistent with other communities, but added that the lot is not being utilized to capacity. He said expenses are more than revenues and soon the Village will be subsidizing the lot, the fund is at a -13% loss. Mayor Ostenburg noted that the Village cannot subsidize the lot, when many non-residents use the parking lot. He suggested increasing the fee on a yearly basis by about twenty-five cents, but also questioned the need for two parking lots. Mary Dankowski noted that there has been discussion on selling the lot along Lincoln Highway and include the parcel in the TOD. Manager Mick added that the obligation to Metra has expired and the Village is able to sell or change the use of the property. There was a brief discussion on security at the lots and that security cameras would be beneficial.

The Refuse Service contract is for single family residences only. The 10-year contract with Homewood Disposal runs through December 31, 2023 and includes refuse, yard waste, and recyclables. Director Ysaguirre reviewed the dollars collected and the revenue which is used to fund Green Initiatives and capital projects. Mayor Ostenburg suggested that recycling should be mandated in the senior buildings. There was discussion on the decline in the amount of

recyclable material being collected over the last few years. It was agreed it could be tied to the number of vacant homes.

In regard to Vehicle Services, the Department needs to replace a front end loader and a 1 ½ ton dump truck with anti-icing equipment. Director Ysaguirre added that last year 800 tons of road salt was purchased and there is still some in the salt dome. In August staff will know what the price will be and if the prices are low, he will purchase enough to fill the dome.

Trustees are reminded that the next budget meetings will be at 6:00 p.m. on May 9 and May 10.

A motion to adjourn was made by Trustee Brown with a second by Trustee Settles. All in favor. The meeting was adjourned at 7:25 p.m.

Respectfully submitted,
Sandra Black, Deputy Clerk

AGENDA BRIEFING

DATE: May 11, 2016

TO: Mayor Ostenburg
Board of Trustees

FROM: David Vavrek - Chief Water Plant Operator

SUBJECT: Award of Contracts for Water Treatment Chemicals

BACKGROUND/DISCUSSION:

On Tuesday, March 29, 2016, at 2:00 P.M., the Department of Public Works opened 9 bids for the annual supply of Water Treatment Chemicals for use at the Water Treatment Plant. The bid was advertised in the Daily South Town newspaper, mailed directly to 14 known suppliers, and advertised on the Village website. Due to the various chemicals needed for water treatment, the bids are advertised so that each chemical can be awarded separately to any lowest bidder. Rowell Chemical Corp. submitted a No Bid for all chemicals. There was one bidder for Hydrofluosilicic acid, three bidders for Salt, two bidders for Carbon Dioxide, two bidders for Bulk Soda Ash, and three bidders for Quicklime. See attached bid tab.

Due to variations in water demand over the course of a year, the water plant may be required to produce more or produce less water to meet demand. Therefore, DPW included a contract provision stating that, "The Village may increase or decrease final quantities by 25% without change in unit prices." Below is a breakdown of chemicals, lowest bidders, and costs.

- Hydrofluosilicic Acid is used as a fluoride supplement to help prevent tooth decay. Viking Chemical Co. is the lowest bidder in the amount of \$0.55/pound totaling \$13,200 dollars (25% increase equals \$16,500). The current contract unit price is \$0.55. There is no change in unit pricing from the previous year.
- Salt is used to produce Sodium Hypochlorite which is used as the disinfectant at the plant and in the distribution system. Viking Chemical Co. is the lowest bidder in the amount of \$290.00/ton totaling, \$17,400 dollars (25% increase equals \$21,750). Current unit price is \$290.00/ton. There is no change in unit pricing from the previous year.
- Carbon Dioxide is used to reduce the pH and stabilize the water after lime softening. MacCarb is the lowest bidder in the amount of \$119/ton totaling \$38,556 dollars (25% increase equals \$48,195). The current unit price is \$110/ton.

- Soda Ash is used to raise the alkalinity of the raw water and thereby help remove water hardness in the treatment process. Univar USA is the lowest bidder in the amount of \$404.98/ton totaling \$335,323.44 dollars (25% increase equals \$419,063). Current unit price is \$405.99/ton.
- High Calcium Quicklime (Calcium Oxide) is used in the water softening process at the Water Plant to remove water hardness and high levels of calcium found in the raw water drawn from the wells. Graymont Western Lime is the lowest bidder in the amount of \$154.00/ton totaling \$200,200 dollars (25% increase equals \$250,250). Current unit price is \$150/ton.

Purchases for these materials will begin July 1, 2016, therefore these purchases will be paid from the FY 17 Water Fund - Supply and Purification – SALT where \$26,000 has been budgeted and LIME/CHEMICALS where \$600,000 has been budgeted for these materials.

RECOMMENDATION: Award the contract to supply water chemicals to: Viking Chemical Co. for Hydrofluosilicic Acid and Sodium Chloride (Salt), MacCarb for Bulk Carbon Dioxide, Univar USA for Bulk Soda Ash and Graymont Western Lime for Bulk Quicklime at the contract total prices with a 25% contingency, if needed, for an amount not to exceed as shown and authorize the Village Manager to enter into a contract with said suppliers.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular Meeting of May 16, 2016, for approval.

