

VILLAGE OF OAK LAWN
9446 Raymond Avenue Oak Lawn Illinois
Lower Level Conference Room
PUBLIC WORKS COMMITTEE
Tuesday, May 20, 2021
Meeting Minutes #2021-5

I. ROLL CALL: Meeting called to order at 4:00 p.m.

- A. Chairman: Alex J. Olejniczak
- B. Members: Trustee Paul Mallo
Trustee Alex G. Olejniczak
Trustee William R. Stalker
- C. Staff: Village Manager William Palmer
Assistant Village Manager Brian Towne
Public Works Director Jeff Sebek
Public Works Assistant Director Bill Meyer
Deanne Adasiak, Recording Secretary

Also present: Mayor Terry Vorderer and Village Counsel Paul O'Grady

II. APPROVAL OF PRIOR MEETING MINUTES:

A motion to approve the Meeting Minutes #2021-4 – April 20, 2021 was made by Member Stalker and seconded by Member Mallo.

Roll call: Stalker, yes; Olejniczak, yes; Mallo, yes.

Motion to approve passes: 3-0-0.

III. DISCUSSION ON THE FOLLOWING TOPICS:

A.) RFP Custodial Services Contract

Mr. Sebek summarized the submitted RFPs and stated that after reviewing and conducting due diligence on the nine (9) vendors, staff's recommendation is Bravo Services. He stated that their monthly cost is \$3,780.00. Mr. Sebek stated that he contacted the seven (7) listed references. He reported positive feedback about Bravo Services. He mentioned that the Village of Hinsdale uses Bravo Services and that they have given him positive feedback. He also mentioned that Bravo Services is used by the Village of Downers Grove.

Member Olejniczak expressed concern about the low bid, stating that the lowest price bid does not guarantee the best value. He stated that when using the lowest bid award system, he has concerns about subpar quality. Member Olejniczak also inquired whether Bravo Services uses prevailing wage rate. Member Stalker stated that the Village of Oak Lawn is responsible for accepting the lowest bid and agreed with Member Olejniczak on the question of prevailing wage.

Mr. Sebek stated that staff will meet with Bravo Services again to go over the RFP and ensure that they can meet the proposal's requirements. He also stated that he will follow up on the prevailing wage concerns.

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B) Generator Service Contract

Mr. Sebek outlined the Cummins Maintenance Agreement Plan, which again will service our Municipal generators. He stated that based on their past history and cost, he recommends that we use Cummins for maintenance. Mr. Sebek was asked by Member Olejniczak to clarify that Cummins is our preferred vendor based on past practices. Mr. Sebek responded in the affirmative, stating that the Agreement is a three-year contract with a total cost of \$16,000.

A motion was made by Member Stalker to move forward with the Generator Service contract. The motion was seconded by Member Mallo.

Roll call: Mallo, yes; Olejniczak, yes; Stalker, yes.

Motion passes: 3-0.

C) 2021 Larvicide Program

Mr. Meyer stated that the Village has not used larvicide in the previous two seasons. He stated that the cost of larvicide briquettes for use in catch basins, manhole covers, storm water inlets, culverts, and other accessory private areas is \$25,000. Mr. Meyer stated that he would not recommend the Larvicide program because it duplicates the Cook County Mosquito Abatement program. He explained that taxpayers already pay for this program and reiterated that Cook County handles the mosquito abatement in our area.

D) Roof Repairs – Harker Plant

Mr. Sebek reported on the Harker Plant's much-needed roof repairs. He mentioned the main structure as well as the four smaller reservoir control outlet structures. According to Mr. Sebek, the buildings are beyond maintenance or minor repairs. Member Olejniczak asked if we had received any bids. Mr. Sebek suggested using an Industrial Program to find a roof consultant to help with specifications and bidding. According to Mr. Sebek, he received three bids for a roof Consultant which ranged from a minimum bid of \$4,250 to the highest bid of \$8,940. Mr. Sebek was asked by Member Olejniczak if it is necessary for a roof consultant to tell us that we need roof repairs at that property. Mr. Sebek responded that this is a practice he has used in the past as it results in a roof of very high quality. He said it becomes more complicated to get a top quality job with very good results. He said a consultant would provide proper design, set the specifications, etc. Member Stalker inquired about the roof specifications on file from the roof work at our other plant. Mr. Sebek stated that he can look at those roof specifications but he reminded the Commission that the design and specifications will require a lot more legwork on our end. Member Stalker stated that while he may be okay with the low bid for the roof consultant, he believes it is critical to keep the specifications on file for future reference. Member Olejniczak asked what the cost will be for each roof repair. Mr. Sebek estimates that each roof repair will cost \$10,000.

A motion was made by Member Mallo to approve the low bid of \$4,250 for a roof consultant for our Harker Plant. The motion was seconded by Member Stalker.

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Voice vote: All in favor, aye; All opposed, none.

Motion passes.

E) 95th Street Planters

Mr. Meyer summarized the problems with the 95th Street planters. He said we did not plant flowers or turn on our irrigation system on 95th Street as directed by our Village Manager. Mr. Meyer stated that he was asked to explore the cost of removing the planters as well as the possibility of adding trees to the sidewalk areas along 95th Street. Mr. Meyer stated that he included an email in the packet that breaks out the numbers. Mr. Meyer stated that it is a budgetary figure that he, our Village Forester, and Crew Chiefs reviewed along with the streetscape and other ideas. Member Stalker mentioned that from what he understands, the maintenance of the flower pots became difficult specifically because of irrigation issues. Member Olejniczak added that there were also overwhelming concerns about sight restrictions. He said the flowers do look nice for a small period of time but it is a huge expense. He said we are better off adding something to the poles. Mr. Sebek said whether we pursue something long term the best thing for aesthetics for now is setting hanging baskets with some type of greenery off the poles at an appropriate height.

Member Mallo made a motion that the Village spend \$50,000 to remove the planters. Member Stalker seconded the motion.

Mayor Vorderer mentioned the aesthetic value of adding greenery. Mr. Meyer stated that the Village received bids for hanging flower baskets from six vendors.

Voice vote: All in favor, aye; All opposed, none.

Motion passes.

F) Speed Signs

According to Mr. Meyer, the installation of speed signs and where they go is currently disorganized. He would like permission to create a more detailed program for the installation of speed signs. He stated that whether a Trustee or a Resident request one, the request must first go before the Traffic Safety Committee. He stated that the initial request will go before the Traffic Safety Committee who will make their recommendation, with final approval coming from the Village Board of Trustees.

Mr. Meyer stated that he receives requests for speed signs from the police, trustees, and residents. Mr. Meyer reminded the Board that he has no budget for speed signs. He mentioned that the Village Manager helped him earlier in the year, and that he was able to purchase two speed signs with the help of the Police Seizure Fund. The Village Manager stated that for several years, staff has received requests from the Trustees in response to resident complaints. He stated that he would occasionally use funds from the seizure fund for the speed signs because it is an allowable use.

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Member Stalker asked about the time and effort required to install a speed sign. According to Mr. Meyer, installing a sign takes about 4 1/2 hours. He stated that removing and relocating a sign is more difficult. Member Olejniczak brought up a previous request for 92nd and Parkside, which was heard by the Traffic Safety Committee. He stated that the Traffic Study revealed that there was an impact of traffic and speed. Member Olejniczak asked staff whether or not people are adhering to the process of going through the Traffic Safety Board. Mr. Meyer responded that there was no review process for the previous three requests for District 1. He said his concern is there are no records/paper trail showing placement and installation.

Member Stalker mentioned that the sound cars make when going over speed bumps is one of the resident complaints he hears. He requested that Jeff provide information on the new improved speed bumps that will be installed. Mr. Sebek explained that while the asphalt speed bumps are made of the same material as a permanent speed bump, they will be removed for winter plowing. Mr. Sebek explained that the new speed bumps are a solid mound of asphalt and that these speed bumps will be more quiet. He claims it is a better approach that is also more cost effective. Member Stalker stated that he would like to see the Eagle Ridge speed bumps converted to asphalt speed bumps. He believes that all speed bumps should be reviewed by the Traffic Safety Commission.

Mayor Vorderer stated that the Village has twenty-two (22) speed bumps. That is correct, according to Mr. Meyer. Mr. Meyer stated that the speed bumps were converted to asphalt due to noise concerns. He stated that the cost of installing a bump at the asphalt style is less than \$100 and they are maintenance free. Mr. Meyer stated that the plastic speed bumps cost \$3,000 each.

Mayor Vorderer requested that Mr. Meyer make a recommendation to the Village Board regarding the removal of what could be considered obsolete speed bumps in the Village.

G) Jersey Barriers @ 92nd & Crescent Ct.

Mr. Meyer stated that there are three traffic calming options for the subject location. He said staff is looking for guidance on which of the three options they should pursue. He stated that the first option, which was the initial request, is a \$499 plastic jersey-style barricades with reflectors. He indicated that we would need about 40 at a total cost of \$19,960.00. Option #2, he said, is 2 1/4 diameter Reboundable Delineator Post. He indicated that we would need about 80 for a total cost of \$1,967.00. Mr. Meyer expressed that his recommendation is Option #2 due to cost considerations. Mr. Meyer explained Option #3 would be to add two speed bumps at the subject location. He encouraged the Board to look over the photographs and pricing provided in the packet.

The Village Manager stated that the delineators at the train crossings are frequently hit. Mr. Meyer explained that the delineators he is referencing are distinct in that they are more flexible and designed to rebound if struck. Mr. Meyer stated that the ones mentioned by the Village Manager are required for the Metra quiet zones. Mr. Meyer stated that once those delineators at the train crossings are hit, they are done. That is their design, he said, and it is part of Metra's process. He stated once again that the proposed delineators are more durable.

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Member Olejniczak suggested using the reboundable delineator at the subject location as a beta test. Mr. Stalker asked whether or not this area will eventually have a permanent traffic circle. Mr. Meyer stated that Jeff asked him to look into the possibility of adding a temporary roundabout at this intersection. Member Olejniczak stated that if this works, a permanent roundabout can be placed. Permanent roundabouts, according to the Village Manager, are expensive. He stated that when he was Police Chief, Trustee Desmond approached him and they looked into a permanent roundabout and determined that it would not be a good location at the time. He stated that it was prohibitively expensive at that time. The Village Manager said the reboundable delineator is a good option to try.

The Village Manager asked staff if the funds for the delineators were already in the budget or if this would be an additional increase to the budget for this year. Mr. Meyer stated that it is not budgeted for this year. Member Mallo inquired as to whether these are the water-filled barricades for 92nd and Crescent. That is correct, according to Mr. Meyer. Member Olejniczak stated that this is a beta test to see if the turnabout produces the desired results. Mr. Meyer said he will also paint lines and add additional signage.

Member Stalker moved to approve Option #2- Staff recommendation to add reboundable delineators at 92nd and Crescent. Member Mallo seconded the motion.

Roll call: Mallo, yes; Olejniczak, yes; Stalker, yes.

Motion passes: 3-0.

IV. OLD BUSINESS:

A.) Street Resurfacing Update

Mr. Meyer stated that we are currently scheduled to go to bid on the main street resurfacing program on June 10th at 10:00 a.m. He stated that we are currently 80 percent complete with the additional 300 cores that we were waiting on; however, he stated that we are still awaiting the results of those tests. Mr. Meyer stated that all analysis will be completed by mid-June so that we can look at the cores for street 4's and 5's. He stated that the "3" streets have already been cored and that none of the "3" streets were available for hot-in-place. He stated that those streets must be completely rebuilt. Mr. Meyer also mentioned that due to budgetary constraints, staff had to remove three of the twelve streets from the 2021 program.

Mr. Meyer explained that the streets that were removed will still be bid alternates, and that if the bids are low, those streets will be included in this year's program. He stated that the base bid had to be reduced to less than \$2.1 million because that is all the funding available this calendar year. If not, he said, the streets will be carried over to the following year's program. According to Mr. Meyer, we have a lot of #4 and #5s on our list. He stated that the hope is that cores will come back in and we will be able to do the hot-in-place. Mr. Meyer stated that we had been pressing Burke for data, but they had not budgeted for multiple reports when they accepted their bid to give us the price. He stated that they had only completed pricing for the initial request of 12 streets.

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Member Olejniczak commented on the program's timeline for this year. He believes we must make a concerted effort to improve our timeline next year. Mr. Meyer responded unequivocally. He assured the Board that we will be in good shape.

B.) Public Works Division Staffing Update

Mr. Sebek stated that since the last Public Works meeting, staff interviewed and ranked potential employees. He stated that they conducted second round interviews for the top ten candidates. He stated that they made decisions on the top three candidates based on second-round interviews and extended offers. He mentioned that one of the three candidates has not responded in the last week. According to Mr. Sebek, staff is in the process of hiring the fourth highest ranked candidate.

Member Olejniczak asked whether a start date had been set. Mr. Meyer stated that our HR Director is still working on getting the background check, physical, drug test, and so on. Member Olejniczak asked how many new employees will be hired; Mr. Meyer responded that he and Jeff have been authorized for three additional employees. The Village Manager said there are the three potential hires and that there were six internal promotions. He explained that a number of double-bumps had been granted in accordance with the Union contract for high ratings. He also stated that there were a number of double-bumps last year. Member Olejniczak asked how many employees is Public Works “down”; Mr. Meyer stated that he and Jeff completed a detailed staffing plan but he feels it is not his place to say. Member Olejniczak commented that last year's snow was barely managed and he would like to know how many people we are currently down in Public Works. Mr. Meyer stated that ideally, if funds were available, he and Jeff would like to onboard six (6) people. He also mentioned an upcoming retiree (June 1) which would bring the number to seven (7) which would be beneficial. He stated that it will not get us ahead, but it will help fill the current gaps. Mr. Meyer stated that many retirees have gone unreplaced over the years. The Village Manager stated that the initial number was between 21 and 28 for the Public Works Department.

Mr. Meyer stated that he believed the number for staffing based on retirees and such to get back to a good place would be 14. Member Olejniczak stated that if we allow 14, we will be looking at year 2022 due to the hiring and training process. Member Olejniczak stated that if we do not address the Public Works Department's deficit, we will be in a difficult situation. Member Olejniczak asked about the length of training for Public Works employees. According to Mr. Meyer, the first year is a learning curve, and new employees are not as effective on the street. He stated that it is an extra laborer, which is beneficial, but that it takes approximately two years to get an employee well-seasoned.

Member Olejniczak asked what is staff's recommendation. He expressed that he is concerned. The Village Manager said due to the promotions and the higher salary numbers we are trying to make sure that we have the funds to pay new salaries. The Village Manager expressed that the Board knows that even though we have the money budgeted, it does not mean that we have the funds to pay those salaries.

According to the Village Manager, we are also attempting to fill Police and Fire positions. He stated that we had just hired six new firefighters. All of that, he said, is something staff is trying to budget for and ensure we have the funding for. The Village Manager mentioned that we also have

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property debt to pay. Member Stalker asked if anyone had a projection. He stated that the safest approach would be to look between what we have budgeted and what we are projecting.

Member Olejniczak said what he does not understand, when an employee retires, you already have their salary budgeted in the department. He said if Public Works has two retirees coming up, that should be a one-for-one. Member Olejniczak said he is trying to get to that "six" number.

Member Olejniczak mentioned that the Covid funds are beginning to arrive, which could help to cover some of the employee deficit. The Village Manager believes that the Covid funds will cover what we paid in the past over time for people being off during the pandemic. He stated that the funds are to compensate us for what we lost as a result of Covid. The Village Manager stated that staff is preparing a top five list of how we should spend the Covid funds in accordance with the rules governing how those funds can be used. He stated that we must also pay pensions and other expenses.

Member Olejniczak said Public Works budgeted for six people. He said by the end of the year the Department will need 8 - 10 additional staff. Member Olejniczak expressed that regardless of promotions, the new hires are entry level positions. Mr. Meyer said that is correct. Member Olejniczak stated that if new hires are not on boarded by September, they will be unable to plow this year. Member Olejniczak praised staff for the collaboration they achieved last winter. He asked how much longer the unions would put up with this if we do not bring on more people. Mr. Meyer described it as challenging.

Member Olejniczak stated that we used both the Street and Sewer Departments for plowing last winter. Mr. Meyer mentioned that Water Division employees also plowed. The Village Manager stated that he is not opposed to hiring, but when he looks at the bottom line and has to sign double bumps that are not budgeted, it increases the budget line of Public Works, and then new hires on top of the double bumps significantly increases the budget line that was approved. The Village Manager stated that we are attempting to hire in all departments while also balancing the budget for these new hires. He stated that it is a difficult task. Member Stalker stated that we do not have to hire them all on the first day. We just need to do something to move forward.

Member Olejniczak asked if we were all on the same page as far as hiring six new employees for the Public Works Department. The Village Manager responded that we approved three and are now adding three more, so he asked how many more promotions will result from that. Mr. Meyer said he appreciates what has been approved for promotions. He said he is trying to hold the line on that. He said there are some issues in the Water Department. He feels that would be the only promotion that would have to take place but it is not an immediate issue. Mr. Meyer said having the additional entry level positions would be very helpful. The Village Manager reiterated that the three new hires will not be followed by another three bringing the total to six plus the already approved six promotions. The Village Manager said he wants everyone to be aware of what has been done so far.

C.) Oak Lawn Lake Update

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Member Olejniczak stated that he has not seen any geese and that it appears to be working well. Mr. Meyer stated that he has been collaborating with Trustee Mallo as well as Mark, a volunteer horticulturist. Mr. Meyer stated that the entire lake had the first herbicide application, and that we are now seeing a difference with the heavy weeding and the haphazard plantings. Mr. Meyer stated that Wild Goose comes out early in the morning on a daily basis. Mr. Meyer commented that he sees a great improvement overall.

D.) Demolition of Homes Update

Mr. Sebek mentioned that we received the reports from the abatement contractor. He stated that two of the properties tested positive, including the 98th & Central baseball complex.

Mr. Sebek reported that the demolition and asbestos costs for the 9748 property is \$20,085. He said as far as the other properties with no positive asbestos the costs are: \$8,600 (9740) and \$11,780 (9734). Mr. Sebek said the 9710 property the demolition cost is \$18,245. Mr. Sebek said the baseball facility asbestos abatement cost is \$18,600 which brought the total cost to \$34,230.

Member Mallo asked for an update on each of the buildings on 55th Avenue. Mr. Meyer said there is no power in any of the homes. He said ComEd, Nicor, and water utilities are all off. He said the only utility disconnection cost would be the final ComEd and Nicor removals. He said ComEd should be a very negligible cost because most of the utilities are overhead and they typically do not charge to clip those. He said Nicor is a variable that can be as high as \$2,000-\$3,000 per home. He said we will not know that until we do a full disconnect. He said he cannot do that until he has a Cook County demolition permit in his hands.

Member Olejniczak mentioned the housing market and the opportunity to put the houses back on the market and put the proceeds back in our budget. Member Stalker asked Member Olejniczak if he is referring to the property that is supposed to be a Public Works yard. Member Olejniczak responded yes. Member Stalker said why would we buy the property, and just because the property is better, resell them. He questioned if we needed the properties then, don't we need them now. Member Olejniczak asked staff from a strategic perspective why we need to expand Public Works. Mr. Meyer said we are running into a storage issue. Mr. Meyer said we sold the storage facility at 92nd & Kilpatrick and also sold the property on 87th Street. He said right now we are fine because we are using the Automotion facility. Member Stalker said the Automotion building will be available for some time. Member Stalker asked if the properties on 55th Avenue are ultimately required to meet the needs of the Village. He said it is irresponsible to purchase public property and then try to sell it back. Member Olejniczak said there have been some changes since the purchase of those properties. He said being irresponsible is not having enough money making payroll and moving forward. Village Counsel commented that the Public Works expansion went from an urgent situation to a non-urgent situation since the acquisition of the Automotion facility. The Board briefly discussed the needs of the Public Works Department and the potential building costs and so on.

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V. OLD BUSINESS:

Member Mallo briefly commented on the Dunkin Donuts property at Museum Drive. He expressed his concerns about what will be built and also commented on the new traffic light that has yet to be installed. Mr. Sebek said the new traffic light is close to one year away. The Village Manager agreed and said Metra has to finish their track work before the light can be installed.

The Village Manager mentioned the e-waste curbside pick-up that Republic initially agreed to do as far as old televisions left on the curb by our residents; he said he has since learned that Republic will no longer do the e-waste pick-ups. Mr. Meyer stated that Republic initially agreed to pick up e-waste from our residents as well as continue the weekly bulk item pick up. According to Mr. Meyer, our current contract does not include an e-waste clause. Mr. Meyer stated that the Village Manager is correct, as we have noticed additional charges on our bill. He stated that he is collaborating with Kim in our Finance Department because Republic is charging us for some of these pick-ups.

VI. NEW BUSINESS

None.

VII. ADJOURNMENT:

A motion to adjourn was made by Member Mallo and seconded by Member Stalker.

Voice vote: All in favor, aye.

Motion carries.

The meeting adjourned 6:10 p.m.