

VILLAGE OF



KENILWORTH, IL

**Board of Trustees Meeting  
January 25, 2016**

**CALL TO ORDER**

Village President William Russell called to order the regular meeting of the Board of Trustees of the Village of Kenilworth in the Kenilworth Village Hall, Kenilworth, Illinois at 7:30 pm on January 25, 2016.

**ROLL CALL**

President Russell requested Village Clerk James McClamroch to call the roll:

**Trustees:**

Trustee Scott Lien	Present
Trustee Kevin Lennon	Present
Trustee Ann Potter	Present
Trustee Joe Konen	Present
Trustee Alison Winslow	Present
Trustee Peter Shadek	Present
President William Russell	Present

**A quorum was present.**

**Others Recorded as in Attendance:**

*Village Officials and Staff:*

Patrick Brennan	Village Manager
David Miller	Chief of Police
Nadim Badran	Management Analyst
Peter Nickell	Management Analyst
Barbara Adams	Village Attorney
Patrick Garvey	Village Treasurer
James McClamroch	Village Clerk

**Others, Signing In:**

Eleanor Prince

**AGENDA ITEM II. APPROVAL OF THE MINUTES**

Trustees addressed the draft December 15, 2015 Village Board meeting minutes as presented.

Trustee Shadek offered a motion, and Trustee Winslow seconded the motion, to approve the minutes of the December 15, 2015 Board of Trustees meeting. The minutes were approved, by voice vote, without dissent.

Trustees then addressed the closed session minutes from May 18, 2015 as presented.

Trustee Konen offered a motion, and Trustee Potter seconded the motion, to approve the closed session minutes of the May 18, 2015 Board of Trustees meeting. The minutes were approved, by voice vote, without dissent.

**AGENDA ITEM III. VILLAGE PRESIDENT'S REPORT**

President Russell reminded those in attendance of the recent events around water treatment in Flint, Michigan as a reminder of the importance of basic water utility and safety and he reiterated how seriously Kenilworth takes its responsibility around such issues. He stated that the Village is in compliance with the EPA regulations concerning lead testing and levels. President Russell also relayed that the vote on the agenda for the contracting for the KW2023 program was essential to ensure timelines are met for the 2016 construction season.

**AGENDA ITEM IV: APPROVAL OF THE WARRANT LIST**

Trustee Lennon reported that all bills for the month of December had been reviewed with the total for the Class A warrants being \$230,418.11 and Class B warrants being \$247,765.98 and noted all invoices appeared to be in order.

Trustee Lennon offered a motion to approve the items on the December Warrant List with Class A warrants in the total amount of \$230,418.11 and Class B Warrants in the total amount of \$247,765.98. Trustee Konen offered a second to the motion.

**A roll call vote was taken as follows:**

**For: Lennon, Konen, Lien, Potter, Shadek, Winslow**

**Against: None**

The motion was approved, six votes in favor and none opposed. President Russell declared the motion passed.

## **AGENDA ITEM V: REGULAR SCHEDULED BUSINESS**

### **A. Items for Consideration by Omnibus Vote**

- 1. Adoption of a Resolution Authorizing the Release of Certain Closed Session Minutes**
- 2. Adoption of the Following Items Concerning a Multi-Community Combined Dispatch Center Alternatives Analysis:**
  - a) Authorization to Execute an Agreement with Matrix Consulting Group of Mountain View, California in the Amount Not to Exceed \$48,300**
  - b) Adoption of an Ordinance Amending the Fiscal Year 2016 Budget to Account for Expenditures and Revenues Associated with the Matrix Study**
- 3. Adoption of an Ordinance Declaring Certain Items as Surplus Property and Authorizing the Sale or Disposal Thereof**
- 4. Adoption of a Resolution Waiving the Competitive Bidding Process and Awarding the 2016 Warwick Water Main Abandonment Project to F.J. Kerrigan Plumbing of Wilmette, Illinois in the Estimated Amount of \$62,000**

President Russell asked Manager Brennan to provide an overview of each item presented for omnibus vote for which detailed briefing materials are available on pages 16-75 of the board packet. Manager Brennan stated that the first item on the agenda is approval of the release of closed session minutes. The Board of Trustees are required to review closed session minutes to determine if the need for confidentiality continues to exist. If it does not, the minutes shall be released by action of the Board.

The second item on the list was a multi-community combined dispatch center analysis. Manager Brennan stated that he offered for the Village to take the lead on the project with the sister communities of Winnetka, Northfield and Glencoe. He stated that all communities with an emergency dispatch population area less than 25,000 is required to consolidate dispatch centers by Public Act. The communities require the assistance of an expert to study the options for consolidation. After considering proposals, the group determined that Matrix had the best combination of experience and pricing for the desired work. The Village will be reimbursed by the other Villages for their equal portion of the analysis if the Agreement is approved by the Village Board.

Manager Brennan stated that the property requested to be declared surplus and authorized for disposal is a collection of chairs and a few old desks that have been replaced by furniture that was donated to the Village.

The last item on the omnibus vote list was authorization to waive the sealed bidding process and award the Warwick water main abandonment project to Kerrigan Plumbing. Brennan stated that a similar scope of work was previously release for bids. That bidding process resulted in Kerrigan Plumbing submitting the lowest responsible bid. The work was completed successfully and this new project area will involve the same work. Due to the difference between the low bid and the second lowest, Manager Brennan recommended that the bidding requirement is waived and work awarded to Kerrigan Plumbing.

Trustee Lien offered a motion to approve the omnibus items numbered one through for as submitted and provided in the Board Packet. Trustee Shadek seconded the motion.

**A roll call vote was taken as follows:**

**For: Lien, Shadek, Lennon, Potter, Konen, Winslow**

**Against: None**

The motion was approved and President Russell declared the motion passed.

**B. Items for Consideration by Individual Vote**

**5. Adoption of a Resolution Awarding a Contract for the Kenilworth 2023 Infrastructure Improvement Program – Phase 1 Cumberland, Roslyn and Melrose Improvements to Berger Excavating Contractors in the Amount of \$5,835,519.52.**

President Russell asked Village Manager Brennan to provide an overview of the resolution for which briefing materials are available on pages 76-81 of the January 25, 2016 board packet on the village website.

Overall, Village Manager Brennan expressed that he was impressed with Berger Excavating Contractors, the lowest responsible bidder, amongst seven. Upon extensive due diligence, he found that Berger had the requisite, applicable experience for the project and after pursuing all references, and even two checks outside of listed references, he heard strong praise for this company.

President Russell asked about some of the notable, major projects that Berger had completed successfully. Village Manager Brennan listed a number of applicable project work, including permeable paver installation in Crystal Lake and Lutheran General

Hospital and permeable asphalt work for IDOT in Schaumburg and the Chicago Botanic Gardens.

President Russell inquired about Berger's general contracting experience and Village Manager Brennan responded with relevant examples, including Berger's work at Wrigley Field.

Trustee Konen asked whether the project could be completed within one construction season and Village Attorney Adams responded that a December 1, 2016 completion date was in the contract.

Trustee Konen then asked Village Manager Brennan to respond to why Berger's bid was so much lower when the rest of the bids were so tightly grouped together in amount. Village Manager Brennan stated that there were four primary reasons he could envision:

1. Berger's green infrastructure experience allowed them to have a more precise and confident estimate, whereas others without such experience may have added some financial room to cover the unknown.
2. 2016 is an optimal time for Berger to take on a new project given other projects they have near completion.
3. Berger has a reputation for efficiency and integrity with respect to estimates and effort.
4. Berger wants association with such a high-profile and innovative project.

President Russell asked if the bid had been reviewed by Bleck Engineering and Village Manager Brennan responded affirmatively and that Bleck recommends the project be awarded to Berger.

Trustee Shadek inquired about the status of the MDWR grant and Village Manager Brennan responded that upon recommendation from MWDR staff it is possible that the grant funding may actually be increased. Trustee Lennon asked if there was any risk of approving and signing the agreement with Berger and then MWRD using leverage to reduce the grant amount. Village Manager Brennan responded that he did not see this as a probable risk.

Trustee Lien offered a motion to approve the resolution awarding the contract to Berger Excavating in the amount of \$5,835,519.52 as presented. Trustee Shadek seconded the motion.

**A roll call vote was taken as follows:**

**For: Lien, Shadek, Lennon, Potter, Konen, Winslow**

**Against: None**

The motion was approved and President Russell declared the motion passed.

## **AGENDA ITEM VI: REPORT OF COMMITTEES**

### **Building, Planning and Zoning**

Trustee Potter stated that the BPZ had met on January 20, 2016 to continue discussions around drainage and grading issues for the village as a whole with the next step being public workshops to take resident input in early March.

### **Finance**

Nothing to report. Next meeting was scheduled for February 2, 2016 to discuss possible funding methods for the water system interconnection project.

### **Public Safety**

Nothing to report.

### **Public Works**

An upcoming meeting is scheduled for February 8, 2016 to discuss status of KW2023, next steps on water distribution and a proposed manual for snow removal. President Russell reminded everyone that there are a number of public works issues on the docket throughout 2016, including structural issues with the groin at the beach, a potential new cellular tower and issues involving the intersection at Roger Avenue and Green Bay Road.

## **AGENDA ITEM VII: REPORT FROM STAFF**

### **Police**

Chief Miller relayed that 2016 police department goals would be ready for review at the February village board meeting. Chief Miller also updated the trustees as to the recent parking survey on Park Avenue where his officers have found plenty of available parking during their most recent review. He then went on to present some observations around the New Trier traffic flow during snowy days, where there appears to be a brief window (8:05am-8:15am) where westbound traffic from Sheridan Road turning onto Winnetka Road queues up, but that the northbound lane on Sheridan was never blocked. President Russell asked about the need for a traffic light at the Sheridan Road/Winnetka Road intersection and the Chief responded that there was no clear need at this time based on observations.

### **Legal Counsel**

Village Attorney Adams stated that she is continuing work on the KW2023 program and expected construction documents would be ready for signing, if approved, within two weeks.

### **Village Manager**

Village Manager Brennan provided insights and commentary on a number of items. He noted that it was likely to be a busy year in the village with nearly \$8,000,000 of work in

one construction season. He stated that construction on Kenilworth Avenue west of Green Bay Road would likely be done by October 31, 2016, further study on water distribution continues and that recent updates to the village website greatly improve the opportunity for transparency with residents. Finally, Village Manager Brennan addressed the issue of drinking water quality testing in the village outlining the testing protocols which include hourly testing at the plant and daily field testing. He explained the most recent lead level sampling results and stated that the Village continues to be in compliance with the water regulations.

**AGENDA ITEM VIII: BUSINESS FROM THE PUBLIC RELATED TO ITEMS NOT ON THE AGENDA**

None.

**AGENDA ITEM IX: CLOSED/EXECUTIVE SESSION**

At 8:25 pm, Trustee Lien offered a motion to enter into closed session for the purpose of reviewing the performance of an employee in accordance with the Open Meetings Act. Trustee Potter seconded the motion and the board entered into closed session at 8:12 p.m. upon a unanimous roll call vote.

At 8:42 p.m. the Village Board reopened the meeting upon a motion by Trustee Lien, seconded by Trustee Konen to adjourn from closed session.

**AGENDA ITEM X: ADJOURN**

With no further business, Trustee Lien offered a motion, and Trustee Potter seconded the motion, to adjourn the meeting. The meeting was concluded by voice vote at 8:42 pm.

Respectfully Submitted,

James McClamroch  
Village Clerk