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VILLAGE OF



**Board of Trustees Meeting
June 12, 2017**

Call to Order

Village President Potter called to order the regular meeting of the Board of Trustees of the village of Kenilworth in the Kenilworth Village Hall, Kenilworth, IL at 7:35 pm on June 12, 2017

Roll Call

President Potter requested Village Clerk Tim Ransford to call the roll:

Trustees:	
Trustee Scott Lien	Absent
Trustee Peter Shadak	Present
Trustee Joe Konen	Present
Trustee Alison Winslow	Absent
Trustee Jeff Bedwell	Present
Trustee Cecily Kaz	Present
President Potter	Present

A quorum was present.

Other Recorded as in Attendance

<i>Village Officials and Staff</i>	
Patrick Brennan	Village Manager
David Miller	Chief of Police
Pat Garvey	Village Treasurer
Tim Ransford	Village Clerk
Alannah Doak	Management Analyst
Peter Nickell	Management Analyst

Others Signing In:

Justin Mohr
Katie White

1 **AGENDA ITEM II. APPROVAL OF MINUTES**
2

3 Trustees addressed the draft minutes from the May 15, 2017 village board meeting.
4 With no comments or corrections for the minutes, Trustee Konen offered a
5 motion, and Trustee Shadek seconded the motion to approve the minutes. The minutes
6 were approved by voice vote without dissent.
7

8 **AGENDA ITEM III. VILLAGE PRESIDENT’S REPORT**
9

10 President Potter welcomed Chief Miller to the meeting and thanked him and Village
11 Manager Brennan for the smooth transition of emergency dispatch services. She also
12 remarked that Coffee with a Cop was a success and well attended despite chilly
13 weather.
14

15 President Potter announced Trustee Joe Konen will be leaving his position as Trustee
16 due to a change in his residency. Rules require both residency and local voter
17 registration, therefore she will be appointing an individual to fill the upcoming vacancy.
18

19 President Potter then recognized Officer Bucks on his retirement by reading a
20 proclamation detailing his efforts with the Village since 1984. She then welcomed Chief
21 Miller to say a few words on his behalf. Chief Miller made a presentation citing Officer
22 Bucks as the model for community policing. He continued that both residents and co-
23 workers consistently praised him and his interactions with the community.
24

25 **AGENDA ITEM IV. APPROVAL OF THE WARRANT LIST**
26

27 Trustee Konen reported that all bills for the month of May had been reviewed by both
28 himself and Village Manager Brennan. He reported that nothing was out of the ordinary
29 business that needed to be discussed. Trustee Konen noted that all invoices appeared
30 to be in order and that he was recommending approval.
31

32 Trustee Konen offered a motion to approve the May Class A Warrants in the total
33 amount of \$150,212.25 and ratify the Class B Warrants in the total amount of
34 \$206,195.41. Trustee Bedwell seconded the motion.
35

36 **A roll call vote was taken as follows:**
37

38 **For: Bedwell, Kaz, Konen, Shadek,**

39 **Against: None**
40

41 The motion was approved with four votes in favor and none opposed,
42

43 **AGENDA ITEM V. REGULAR SCHEDULED BUSINESS**
44

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

2
3 President Potter requested Village Manager Brennan explain each of the
4 omnibus items.

5
6 **1. Adoption of an Ordinance Determining the Prevailing Rate of Wages in the**
7 **Village for the Period June, 1, 2017 through May 31, 2018**

8
9 Village Manager Brennan stated the Illinois "Prevailing Wage Act" requires an
10 investigation to ascertain the prevailing rate of wages paid to laborers,
11 mechanics and other workers performing public works projects in Cook
12 County. The Village uses the same rates for construction work in Cook
13 County as determined by the Illinois Department of Labor. The Village
14 uses the Department of Labor's finding in lieu of conducting their own
15 investigation. Use of the Department of Labor's findings is common
16 for communities in the county. The ordinance effectuates the required
17 declaration of the prevailing wages for Kenilworth.

18
19 **2. Authorization to Execute an Employment Agreement with Patrick Brennan**
20 **for the Appointed Position of Village Manager for a 4-year Period Commencing**
21 **on May 15, 2017**

22
23 Village Manager Brennan explained he was appointed to his position on August
24 21, 2012 by way of employment agreement. As a non-home rule community,
25 the agreement cannot extend beyond the term of the existing President. On
26 May 15, 2017, the term of office for President Russell ended and President
27 Potter took the oath of office that day. Therefore the Village Board must take
28 action to either renew or terminate the employment agreement.

29
30 **3. Adoption and Resolution Pledging 20% Matching Funds for the 2017 Cook**
31 **County DOTD Invest in Cook Green Bay Trail Bike Path project.**

32
33 Village Manager Brennan explained the Village applied for funding from Cook
34 County to assist in the design and engineering necessary to realign the Green
35 Bay Trail. To enhance the ability to receive the funding, the Village pledged 20%
36 matching funds as part of the application. The resolution recommended for
37 adoption formalizes the Village's commitment for approximately \$41,180 if the
38 grant is received.

39
40 **4. Consent for the Following Appointments to the Plan Commission:**

41 Cary Johnson, Chairman	Term ending 06/2019
42 Vicki Thompson (Ex-Officio)	Term ending 06/2019
43 Eileen Madigan	Term ending 06/2018
44 Rob Mathias	Term ending 06/2019

1 **Joby Berman** **Term ending 06/2018**
2 **Pam Boneham** **Term ending 06/2019**
3 **Justin (JT) Mohr** **Term ending 06/2018**
4

5 Village Manager Brennan stated these were the individuals selected to serve on
6 the Plan Commission. Many of them were already serving.

7
8 Trustee Shadek moved to approve the omnibus items, 1-4, as presented. Trustee Konen
9 seconded the motion.

10
11 **A roll call vote was taken as follows:**

12
13 **For: Bedwell, Kaz, Konen, Shadek,**
14 **Against: None**

15
16 The motion was approved and President Potter declared the motion passed.

17
18 **B. Items for Consideration by Individual Vote**

19
20 **5. Adoption of a Resolution Concerning the Following Items for the 2017**
21 **Water Main Lining Project**

- 22 **a) Rejecting all Bids;**
23 **b) Waiving the Formal Bid Requirement; and**
24 **c) Awarding the 2017 Water Main Lining Project to JC Dillon, Inc. of**
25 **Peoria, Illinois for an Estimated Amount of \$129,413.25**

26
27 Village Manager Brennan discussed the need for maintenance of a water main
28 that runs under Townley Field. The main was installed in the 1920s and is in
29 need of maintenance. Manager Brennan noted that the cured in place piping
30 method (CIPP), being recommended for maintenance is commonly used by
31 villages and utilities alike.

32
33 Village Manager Brennan explained the Village conducted a formal bid process
34 to perform the cured in place piping and the lowest bidder was JC Dillon of
35 Peoria, Illinois. JC Dillon employs a technology to perform CIPP that is widely
36 used on the east coast and down state but has not made it
37 up to this region. After doing research on the product, Village Manager Brennan
38 and the Village's contracted engineer felt comfortable awarding the contract to
39 JC Dillon however, the bid specifications did not include allowance to use of JC
40 Dillon's technology. After speaking with the Village's Counsel, the
41 option to reject all bids, waive the formal bid requirements and award the 2017
42 Water Main Lining Project to JC Dillon for the price listed on their bid was
43 presented. This option was the most cautious and allowed the lowest
44 responsible bidder, in JC Dillon, to still perform the work at the lowest price.

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Trustee Bedwell asked about the general legality of the RFP and the contracts specifications. Village Manager Brennan explained the specifications were written in a way that allowed contractors to only use three types of CIPP methods, two specific brands of lining technology, or a technology approved by the Illinois Environmental Protection Agency (IEPA). JC Dillon’s technology did not fall into any category as the IEPA does not approve technology, they only approve permits to allow the work. So in the abundance of caution, rejecting the bids, waiving the sealed bid process and awarding the contract is the safest route. Additionally, Manager Brennan explained he reached out to two losing bidders and explained the direction the Village was taking. They were both supportive of the action and hoped the Village would line more mains in the future.

Trustee Bedwell inquired about the longevity of the new technology. Manager Brennan explained it is expected to last over 100 years, longer than other products on the market.

Trustee Bedwell asked what impact turning the pipe off would have on the distribution system. Village Manager Brennan reported the system will remain intact and have good flow. This is due to the redundant piping installed last summer under Kenilworth Avenue and Green Bay Road.

Trustee Bedwell moved to approve the resolution. Trustee Shadek seconded the motion.

A roll call vote was taken as follows:

**For: Bedwell, Kaz, Konen, Shadek,
Against: None**

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

AGENDA ITEM VI. REPORTS FROM COMMITTEES

Building, Planning and Zoning

Nothing to report.

Finance

Trustee Konen reported there was an upcoming Committee meeting to discuss the 2016 police pension fund actuary report and fund balance levels for various funds on June 22nd.

Public Safety

1 Trustee Shadek thanked Tom Nodine for helping to deploy the buoys on the beach and
2 deferred to Chief Miller to discuss dispatch consolidation.

3
4 **Public Works**

5 Nothing to report.
6

7 **AGENDA ITEM VII. REPORTS FROM STAFF**

8
9 **Community Development**

10 Nothing to report.
11

12 **Finance**

13 Nothing to report.
14

15 **Police**

16 Chief Miller reported that on June 6, 2017 dispatch services were successfully
17 transferred to the village of Glenview. The radio system, 911 system, administrative
18 phone system and computer aided dispatch system are all operational and functioning
19 properly.
20

21 **Legal Counsel**

22 Nothing to report.
23

24 **Village Manager**

25 Village Manager Brennan introduced and welcomed new Management Analyst Alannah
26 Doak to the Village. Village Manager Brennan also announced and welcomed the new
27 Public Works Superintendent, Donald Leicht to the Village.
28

29 Village Manager Brennan reported that AT&T is interested in providing a way to
30 increase their presence on the water tower while decreasing wind drag by 1/3,
31 reporting the need to increase data availability due to demand. Trustee Bedwell
32 inquired about recent engineering reports concerning the equipment on the tower.
33 Village Manager Brennan informed the Board that detailed reports have been
34 conducted allowing the Village to make more informed decisions. As AT&T is a current
35 leasee the Village would have to hear the proposal and would have limited ability to
36 pushback due to the contracts they signed with the Village a number of years ago.
37 President Potter asked about modifying existing contracts with the carrier. Manager
38 Brennan replied that the Village is limited in that capacity. Trustee Shadek asked if
39 there was interest in starting a campaign for residents to use Wi-Fi over data to help
40 reduce the data demand. He mentioned New Trier may be responsible for data and
41 whether it was worth encouraging their body to use Wi-Fi. Trustee Kaz inquired about
42 requesting additional reports on data from other carriers which could provide additional
43 perspective on the matter.
44

1 Manager Brennan stated the booster pump station landscaping was expected to be
2 completed within two weeks.

3
4 **AGENDA ITEM VIII. BUSINESS FROM THE PUBLIC**

5
6 Upon an invitation from President Potter, no one in the audience requested to address the
7 Board.

8
9 **AGENDA ITEM IX. ADJOURN**

10
11 With no further business, Trustee Shadek offered a motion, and Trustee Kaz seconded the
12 motion, to adjourn the meeting. The meeting was adjourned by voice vote at 8:12 pm.

13
14 Respectfully Submitted,

15
16 Tim Ransford
17 Village Clerk