

VILLAGE OF



KENILWORTH, IL

**Board of Trustees Meeting
June 20, 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 7:32 pm on Monday, June 20, 2016.

ROLL CALL

President Russell requested Deputy Village Clerk, Patrick Brennan, 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	Assistant to the Village Manager
Peter Nickell	Management Analyst

Others, Signing In:

David Ward
Katherine Radler
Jean Corvine
Justin Mohr

Patrick Lennon

AGENDA ITEM II. APPROVAL OF THE MINUTES

Trustees addressed the draft May 17, 2016 Village Board Special meeting minutes. Several typographical errors were pointed out and recommended for correction. Trustee Konen offered a motion to approve the minutes as amended, seconded by Trustee Winslow.

Trustees addressed the draft May 6, 2016 Regular Village Board Meeting. Manager Brennan made note of minor typographical errors. Trustee Lien offered a motion to approve the minutes as amended, seconded by Trustee Lennon.

AGENDA ITEM III. VILLAGE PRESIDENT'S REPORT

President Russel noted the upcoming special meeting of the Committee of the Whole is schedule for June 27th at 5:30 p.m. to discuss the impacts of lowering the volume of water in the elevated tank. He stated the meeting is in follow up to the prior meetings about the potential relocation of the cellular antennas from the water tank.

AGENDA ITEM IV: APPROVAL OF THE WARRANT LIST

Trustee Lennon reported that all bills for the month of May were reviewed, with the total for the Class A warrants being \$1,677,375.85 and Class B warrants being \$470,017.57, and noted all invoices appeared to be in order.

Trustee Lennon offered a motion to approve the May Class A warrants in the total amount of \$1,677,375.85 and ratify the Class B Warrants in the total amount of \$470,017.58. Trustee Konen offered a second to the motion.

A roll call vote was taken as follows:

For: Lennon, Shadek, Lien, Potter, Konen, 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 an Ordinance Determining the Prevailing Rate of Wages in the Village for the Period June 1, 2016 through May 31, 2017.

Manager Brennan stated the Illinois "Prevailing Wage Act" requires an investigation to ascertain the prevailing rate of wages paid to laborers, mechanics and other workers

performing public works projects in Cook County. The Village uses the same rates for construction work in Cook County as determined by the Illinois Department of Labor. The Village uses the Department of Labor's numbers in lieu of conducting their own investigation and use of the Department of Labor's findings is common for communities in the county. The ordinance effectuates the required declaration of the prevailing wages for Kenilworth.

2. Adoption of a Resolution Declaring Intent to File a Joint Emergency 9-1-1 Consolidation Plan with the State Police by October 31, 2016.

Manager Brennan stated that Public Act 99-006, passed by the State, requires the Village to consolidate its police emergency dispatch operations. The Village is working with neighboring communities; Glencoe, Northfield and Winnetka to form a consolidated dispatch unit. The Village, along with its partnering communities, contracted Matrix Consulting Group to formulate a joint consolidation plan. Public Act 99-006 requires a compliance plan filed with the State by July 1, 2016. Due to the extensive research involved in the project, the communities will not meet this deadline. Manager Brennan stated in lieu of filing a plan, it was recommended that the Village Board adopt a resolution stating the Village's intent to file a plan by October 31, 2016.

3. Adoption of an Ordinance Declaring Certain items as Surplus Property and Authorizing the Sale or Disposal Thereof.

Manager Brennan explained, pursuant to State Code, the Village is required to declare property surplus in order for items to be sold or disposed of. A refrigerating unit in Village Hall stopped functioning. Costs with repairing the unit fell in line with costs to purchase a completely new unit. Therefore, staff purchased a comparable unit and is now requesting authorization to dispose of the non-functioning unit.

4. Adoption of a Resolution Waiving the Sealed Bid Process and Awarding the 2016 Sanitary Sewer Lining Project to Insituform Technologies of Chesterfield, Missouri in the Amount Not to Exceed \$307,000.

Manager Brennan stated staff received a report in 2015 from American Underground, a contractor responsible for televising the Village's sewers, which detailed areas within the Village's system in most need of repair. The Village had funds in the Capital Improvement Fund to line sanitary sewers. Based on the report received from American Underground and the availability of funds, staff determined that lining the Kenilworth Ave sewer east of Richmond Road should be a priority. As a result, he recommended that additional funds were shifted from the Capital Improvement Fund to this work. He stated that the overall budget for the Fund would not be exceeded.

A member of the Municipal Partnering Initiative, the village of Skokie, conducted the bidding process on behalf all partnering communities. The village of Skokie determined that Insituform Technologies should be recommended as the lowest responsible bidder. Staff reviewed Skokie's bidding process and agreed with Skokie's process and recommendation to contract Insituform Technologies, therefore waiving the need to bid.

Trustee Potter asked about the schedule of the lining as it related to the school year. Manager Brennan said the exact schedule of the work will be discussed upon passage of the resolution and that he did not expect any conflicts once the school year begins.

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

A roll call vote was taken as follows:

For: Lien, Lennon, Potter, Shadek, 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 relayed that there was a Building, Planning and Zoning meeting on Wednesday, June 29, 2016 to discuss site regulations.

Finance

Trustee Lennon stated that there was a Finance Committee on Tuesday, June 21, 2016 to discuss the Police Pension Actuary Report and impact upon the current budget.

Public Safety

Trustee Shadek announced a future Public Safety meeting to discuss the consolidation of dispatch services, ticketing procedures and beach safety. The meeting will be scheduled in the future.

Public Works

Trustee Lien deferred to Manager Brennan's report for public works project updates.

AGENDA ITEM VII: REPORT FROM STAFF

Manager Brennan gave status updated on Village-wide projects. Concerning the Booster Pump Station/Water Distribution Improvement Plan, Manager Brennan stated the Village was awaiting a permit from the Illinois Department of Transportation to

continue work through Green Bay Road. He stated that a portion of the new water mains were now in service, serving the southwest quadrant of the community and that the project was currently on budget.

Manager Brennan stated the Green Streets project was delayed due to utility conflicts and that Berger had been working extra crews in an effort to make up time. He stated that the delays would have an impact upon the budget, but that the non-utility issues were on budget. Trustee Shadek asked Manager Brennan about the status of funds from the Metropolitan Water Reclamation District of greater Chicago (MWRD) related to the Green Streets Project. Manager Brennan stated that the Village is awaiting a response from MWRD's legal review team regarding the current draft of the agreement. He felt comfortable that an agreement was forthcoming and that the MWRD was not trying to avoid participation in the project.

Trustee Lennon expressed concern with tree protection in the project area. Manager Brennan stated a ComEd subcontractor doing utility relocation work damaged a tree in the area. Manager Brennan stated he was working with an arborist to assess the extent of damage caused. Manager Brennan also stated that a Village contracted arborist was on site to conduct an impromptu review of the contractor's tree protection practices.

Trustee Shadek asked about staffing issues at the Village's water plant. Manager Brennan stated that Baxter and Woodman agreed to bring in an employee who previously was assigned to the plant. This is planned as an interim measure until a more permanent solution can be negotiated.

President Russel explained the dispatch consolidation plan is moving forward because it is a State requirement. The Act requires municipalities with populations less than 25,000 to consolidate dispatch services. The report by Matrix will be presented to the Village Board and to the public once it is finalized.

President Russel asked Police Chief Miller about an article in the media concerning ticketing practices of northern suburbs' police departments. Police Chief Miller said the Kenilworth Police Department does not have a policy for when to ticket individuals and it is the officer's discretion.

Trustee Winslow stated her desire for the boat buoys in the water at the beach to be moved further from the sand to protect patrons. David Ward, a resident expressed similar sentiments.

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

President Russell opened up the floor to residents who wished to address the Village Board about items that were not on the agenda. No residents came forward.

AGENDA ITEM IX: ADJOURN

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

Respectfully Submitted,

Patrick Brennan
Deputy Village Clerk