

**MINUTES OF A SPECIAL MEETING
OSWEGO VILLAGE PRESIDENT AND BOARD OF TRUSTEES
OSWEGO VILLAGE HALL
100 PARKERS MILL, OSWEGO, ILLINOIS
May 28, 2019**

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

President Troy Parlier called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance to the Flag of the United States of America.

ROLL CALL

Physically Present: President Troy Parlier and Trustees James Marter, Terry Olson, Pam Parr, Luis Perez, Judy Sollinger and Brian Thomas.

Staff Present: Dan Di Santo, Village Administrator; Christina Burns, AVA/HR Director; Tina Touchette, Village Clerk; Jeff Burgner, Police Chief; Jennifer Hughes, Public Works Director; Mark Horton, Finance Director; Rod Zenner, Community Development Director; Corinna Cole, Economic Development Director; Jenette Sturges, Community Engagement Coordinator, Marketing; Carri Parker, Purchasing Manager; Joe Renzetti, IT Manager; Tim Zasada, Asst. Public Works Director Utilities; and Karl Ottosen, Village Attorney.

CONSIDERATION OF AND POSSIBLE ACTIONS ON-ANY REQUESTS FOR ELECTRONIC PARTICIPATION IN MEETING

There was no one who participated electronically.

RECOGNITIONS/APPOINTMENTS

D.1. Adjudication:

- a) Re-appoint Carlo Colosimo for a Term to Expire April 30, 2020.
- b) Re-appoint Linda Salfisberg for a Term to Expire April 30, 2020.

Cultural Arts:

- a) Re-appoint Shannon Greene Robb for a Term to Expire April 30, 2022.
- b) Re-appoint Rachelle Stoller for a Term to Expire April 30, 2022.
- c) Re-appoint Tamzin Ritchie for a Term to Expire April 30, 2022.

Economic Development:

- a) Re-appoint Brian Caldwell for a Term to Expire April 30, 2022.
- b) Re-appoint Diane Nyhammer for a Term to Expire April 30, 2022.
- c) Re-appoint Terry Anderson for a Term to Expire April 30, 2022.
- d) Re-appoint Lisa Wentzell for a Term to Expire April 30, 2022.

Historic Preservation:

- a) Re-appoint John Brenneman for a Term to Expire April 30, 2022.

Police Pension Board:

- a) Re-appoint Mark Horton for a Term to Expire April 30, 2021.

President Parlier read the re-appointments and requested a motion to approve.

A motion was made by Trustee Perez and seconded by Trustee Olson to approve the re-appointments.

Aye: James Marter II Terry Olson
 Pam Parr Luis Perez
 Judy Sollinger Brian Thomas

Nay: None

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

PUBLIC FORUM

Public Forum was opened at 7:06 p.m. There was no one who requested to speak; the Public Forum was closed at 7:06 p.m.

STAFF REPORTS

Administrator Di Santo-

The June 4, 2019 Board meetings are canceled. Next meetings will be held on June 18, 2019.

Last week, him, President Parlier and Director Cole attended ICSC in Las Vegas. It was mostly positive; a lot of optimism; quite productive; Director Cole went very well prepared; Board will hear more about it at a future meeting. He thanked President Parlier for attending. President Parlier thanked Director Cole; it was a good trip.

Staff is looking at expanding shared services; will be holding a shared services summit with other taxing bodies to see if there are opportunities for savings. Summit to be held some time in June.

Director Hughes-

Village sustained a significant rain, wind and hail storm yesterday; caused flash flooding, catch basins to close and a number of trees down; Windcrest through the old part of town was also affected; a tree landed on a car with a family inside the car; Public Works personnel were able to cut the tree off the car before emergency vehicles arrived; debris on the roads; personnel are working to open driveways and sidewalks; street sweeping starts tomorrow; pulling debris out of inlets; will take some time to get through Village for clean-up; will be looking to other agencies for help; brush pick-up will start next week in Zone A; Zone B will start the second week in June; crews are working 5:00 a.m.-6:00p.m.

CONSENT AGENDA

- G.1. May 7, 2019 Special Village Board Minutes
- G.2. Ordinance Amending Title 1 Chapter 7 Section 12 (G); Rules of Order. (First Read of Ordinance, Waiver of Second Read) **Ordinance No. 19-33**
- G.3. Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego. (First Read of Ordinance; Waiver of Second Read). **Ordinance No. 19-34**

A motion was made by Trustee Perez and seconded by Trustee Thomas to approve the Consent Agenda; Approving the May 7, 2019 Special Village Board Minutes; and approving the following ordinances:

Ordinance No. 19-33; Ordinance Amending Title 1 Chapter 7 Section 12 (G); Rules of Order. (First Read of Ordinance, Waiver of Second Read)

Ordinance No. 19-34; Ordinance Authorizing the Disposal of Surplus Property Owned by the Village of Oswego. (First Read of Ordinance; Waiver of Second Read)

Aye: James Marter II Terry Olson
 Pam Parr Luis Perez
 Judy Sollinger Brian Thomas

The motion was declared carried by an omnibus roll call vote with six (6) aye votes and zero (0) nay votes.

BILL LIST

H.1. Approve Bill List Dated May 28, 2019 in the Amount of \$1,449,371.65.

A motion was made by Trustee Perez and seconded by Trustee Parr to approve the Bill List Dated May 28, 2019 in the Amount of \$1,449,371.65.

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez
Judy Sollinger	Brian Thomas

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

J.1. Resolution Authorizing the Execution of an Agreement with HR Green, Inc. Consulting Engineers for the Brock Ct., Sedgwick Ct., and Faro Ct. Water Main Replacement Project in an Amount Not to Exceed \$30,367.00. **Resolution No. 19-R-42**

Asst. Public Works Director Zasada addressed the Board regarding an agreement for water main replacement. The water main that feeds Brock Ct. and Sedgwick Ct. is a 2-inch ductile iron water main with no fire hydrant for flushing. The 2-inch water main is no longer manufactured, and parts are not available for repairs. If a major failure occurs, the Village would not be able to deliver potable water to the residences. The proposed 6-inch water main, with a length of 220 feet, is planned for Sedgwick Ct. and 190 feet for Brock Ct. Faro Ct. has experienced numerous failures in the past years and needs to be replaced. It is recommended that 350 feet of 6-inch water main will be needed to replace the deteriorating water main. This project is tentatively scheduled for construction in Fall of 2019.

Staff selected HR Green, Inc. Consulting Engineers to complete the design phase of the project, assist with the bid process and construction oversight. HR Green, Inc. has completed various projects in past years and has been outstanding in performance and professionalism in their industry. The Village currently has an existing General Consultation Services Agreement. The replacement of the water mains is vital in providing a reliable water source to the residence of the Village. If the repairs are not completed, the mains will fail and will be problematic thus causing a long hardship on the residence.

Staff recommended moving forward with the agreement with HR Green, Inc. for the design phase of Brock Ct. Sedgwick Ct. and Faro Ct. water main replacement. Total estimated cost of repairs is projected not to exceed \$330,000 and will be provided through the Water and Sewer Capital Fund. There was no further discussion.

A motion was made by Trustee Marter II and seconded by Trustee Olson to approve a Resolution Authorizing the Execution of an Agreement with HR Green, Inc. Consulting Engineers for the Brock Ct., Sedgwick Ct., and Faro Ct. Water Main Replacement Project in an Amount Not to Exceed \$30,367.00

Aye: James Marter II	Terry Olson
Pam Parr	Luis Perez

Judy Sollinger

Brian Thomas

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.2. Resolution Authorizing the Execution of an Agreement with RJN Group, Inc. Professional Engineers for the Management Services of the Sanitary Sewer Inspection Project in an Amount Not to Exceed \$34,925.00. **Resolution No. 19-R-43**

Asst. Public Works Director Zasada addressed the Board regarding an agreement for sanitary sewer inspections. The Village sanitary sewer inspection, cleaning, and lining program is a proactive program which prioritizes and identifies corrective actions needed including debris removal, grease or root abatement, repair and replacement recommendation prior to sanitary overflows and backups. Sanitary sewers where known inflow and infiltration problems occur are televised to determine whether pipes can be lined to eliminate these problems. In Spring 2013, the Village and Fox Metro Water Reclamation District signed an intergovernmental agreement allowing the Village to utilize Fox Metro's contractor, Visu-sewer, to keep costs down. RJN Group, Inc. Professional Engineers is a nationally recognized leader in sewer collection systems and specializes in inspecting, studying, analyzing, and designing sewer systems. In their 44-year history, they have evaluated over a quarter-billion feet of sewers. By utilizing this group to manage the televising, cleaning and lining of the sanitary pipes; the root foaming costs will be eliminated, and inflow and infiltration will be removed. This program is required by the Illinois Environmental Protection Agency.

Staff selected RJN Group, Inc. Professional Engineers to complete the consultation and management of the project and to assist staff with the completion of the inspection of the sanitary sewers in the downtown and older sections of the Village. There was no competitive bidding process as per the Village Purchasing Code, Title 1-19-7 (A)(1) Bid Exemptions, RJN Group, Inc. Professional Engineers are exempt from the competitive bidding requirement as they are a professional services company with individuals or firms holding a professional license or possessing a high degree of professional skill or expertise where the ability and fitness of the individual or organization plays an important part in the performance of the contract. The sanitary sewer inspections would be completed over a multiple year time period. Staff would focus on critical areas in need of debris removal, grease or root abatement, repair or replacement recommendations. Crews will have accurate maps when responding to sewer backups, making response quicker and decisions more accurate. Postponing the project will result in the Village incurring additional costs pumping stormwater that enters the sanitary sewers at the lift stations.

Staff recommended the approval of the agreement with RJN Group, Inc. Professional Engineers to proceed with the management of the sanitary sewer cleaning, inspection and lining of the Village sanitary sewers. Total estimated cost of repairs is \$160,000 and will be provided through the Water and Sewer Capital Fund.

Board and staff discussion focused on what root foaming is; root foaming is a method to get rid of roots; foaming kills the roots instead of cutting the roots out and lining. There was no further discussion.

A motion was made by Trustee Sollinger and seconded by Trustee Thomas to approve a Resolution Authorizing the Execution of an Agreement with RJN Group, Inc. Professional Engineers for the Management Services of the Sanitary Sewer Inspection Project in an Amount Not to Exceed \$34,925.00.

Aye: James Marter II
Pam Parr

Terry Olson
Luis Perez

Judy Sollinger

Brian Thomas

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

J.3. Resolution Authorizing the Purchase of a Four-Column Portable Vehicle Lift from Napa Auto Parts in the Amount of \$42,000. **Resolution No. 19-R-44**

Manager Parker addressed the Board regarding the purchase of portable lifts. Currently, the public works vehicle maintenance garage uses two lifts (inground and a two-post style). Unfortunately, the company who manufactures the inground lift is no longer in business and repair parts have been difficult to locate. The gross vehicle weight rating of Village owned Class 6-8 vehicles averages 40,000 lbs. The two-post lift is rated at 18,000 lbs. and does not meet the standards to lift the weight of a larger public works vehicle. The four-column portable lift will be the primary lifting source for the larger vehicles with a max weight rating at 76,000 lbs. and will allow the vehicle maintenance and service of these vehicles. The inground lifts are difficult to use on the large vehicles as both axles must be lifted independently, limiting access to vehicle components due to the placement of the lifting surfaces.

With the safety and mechanical issues, the existing in-ground lift is experiencing, staff is requesting to purchase a new four-column portable lift through Napa Auto Parts by using a cooperative purchasing agreement with Sourcewell. This lift will allow the mechanics to work on the larger trucks more efficiently and safely. These lifts are also portable, resulting in better mobility if repairs are needed elsewhere instead of inside the maintenance garage. Additionally, the column lifts have built-in safety features including the Lock Light System. This system allows mechanics to verify the lift is in the locked position and is safe to work beneath the vehicle.

This item was listed in the FY2020 Capital Improvement Plan and the Village Board approved the CIP on April 16, 2019. There was no further discussion.

A motion was made by Trustee Parr and seconded by Trustee Olson to approve a Resolution Authorizing the Purchase of a Four-Column Portable Vehicle Lift from Napa Auto Parts in the Amount of \$42,000.

Aye: James Marter II
Pam Parr
Judy Sollinger

Terry Olson
Luis Perez
Brian Thomas

The motion was declared carried by a roll call vote with six (6) aye votes and zero (0) nay votes.

PRESIDENT'S REPORT

K.1. Proclamation- Flag Day, June 14, 2019

President Parlier recognized Flag Day, June 14, 2019.

Very proud of the community after the storms that came through yesterday; asked that community assist with cleaning grates and helping others; outstanding job by Public Works and Director Hughes.

TRUSTEE REPORTS

Trustee Thomas- thanked Public Works and Director Hughes for their work; terrible 2-3 weeks; successful trip to Vegas; see great things going forward; looking forward to the summit.

Trustee Perez- thanked the Public Works team and Director Hughes; good luck and keep the Board posted.

Trustee Marter II- thanked all for their hard work.

Trustee Parr- thank you to Public Works; great job in Vegas; thanked President Parlier for representing the Village in Vegas.

Trustee Olson- attended the KenCom meeting as an alternate; thanked Public Works and Director Hughes for helping after the storm incident. Director Hughes noted that Trustee Olson and Manager Hoover were out helping to clear the streets.

CLOSED SESSION

There was no Closed Session held.

ADJOURNMENT

A motion was made by Trustee Perez and seconded by Trustee Sollinger to adjourn the meeting; upon a voice vote with all remaining members present voting aye, the meeting was adjourned at 7:26 p.m.

Tina Touchette
Village Clerk