

Minutes
Regular Board Meeting
Glen Ellyn Village Board of Trustees
Monday, February 9, 2015

Call to Order

Village President Demos called the meeting to order at 7:02 p.m.

Roll Call

Upon roll call by Village Clerk Galvin, Village President Demos and Trustees Burket, Ladesic and McGinley answered "Present". Trustee Elliott arrived at 7:21 p.m.

Trustees Clark and O'Shea were excused.

In Attendance: Village Clerk Galvin, Village Manager Franz, Assistant Village Manager Stonitsch, Village Attorney Mathews, Finance Director Coyle, Public Works Director Hansen, Director of Planning and Development Hulseberg, Police Chief Norton, Acting Village Links Manager Vesevick and Director of Economic Development Hannah.

Pledge of Allegiance

President Demos asked Chief Norton to lead the Pledge of Allegiance.

Village Recognition:

1. Several residents have sent letters of appreciation to Public Works Director Julius Hansen for the improvements being made to Manor Woods, which will benefit the entire community.
2. Maintenance Worker Greg Garcia received an email from an employee of a local business in recognition of his effort to go out of his way to clean up recycling debris which had spilled into the street.
3. A local business sent a letter thanking Utilities Crew Leader John Hubsky for being very professional while responding to a difficult situation

Agenda Item F. - Consent Agenda:

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

1. January 12, 2015 Special Workshop Minutes.
2. January 26, 2015 Regular Meeting Minutes.
3. Total Expenditures (Payroll and Vouchers) - \$1,197,609.34. The vouchers have been reviewed by Trustee Burket and Manager Franz prior to this meeting, and are consistent with the Village's purchasing policy.

4. Approve a Facade Improvement Award request in the amount of \$12,500 to Ramco 450 LLC, owner of property located at 575, 579, 581 East Roosevelt Road.
5. Approve the purchase of Four (4) BigBelly Refuse and Recycling Stations, from BigBelly of Newton, Massachusetts, in the amount of \$33,650, to be expensed to the Solid Waste Fund.
6. Ordinance No. 6300, An Ordinance Granting Approval of a Preliminary and Final Planned Unit Development Plan, a Special Use Permit, Sign Variations and the Exterior Appearance for 1090-1100 Roosevelt Road.
7. Receive the Police Pension Board's Municipal Compliance Report for the fiscal year ended April 30, 2014.
8. Approve a contract with Robert W. Baird & Co. Inc., of Naperville, Illinois, for Financial Advisory Services associated with issuing General Obligation Bonds in a not-to-exceed amount of \$35,000.
9. Resolution No. 15-03, A Resolution Authorizing the Village to Enter into a Real Estate Contract, for the Purchase of 725 Riford Road, in the Amount of \$695,000.00.
10. Authorize the execution of an intergovernmental agreement between the Village of Glen Ellyn and the Board of Education of Glenbard Township High School District No. 87 relating to provision of a Police Liaison Officer to Glenbard West High School and Reciprocal Reporting.

President Demos removed Item 4 from the Consent Agenda for additional discussion and Item 5 for a future meeting.

A motion was made by Trustee Burket and seconded by Trustee Ladesic to approve the Consent Agenda Items 1-3 and Items 6-10, including Payroll and Vouchers totaling \$1,197,609.34.

Upon roll call, Trustees Burket, Ladesic and McGinley voted "Aye." Motion carried.

Consent Agenda Item 4. - Approve a Facade Improvement Award request in the amount of \$12,500 to Ramco 450 LLC, owner of property located at 575, 579, 581 East Roosevelt Road.

Trustee McGinley stated that she requested Item 4 be removed from the Consent Agenda for additional discussion. This is a matter of semantics. The item in question is not in need of a façade. What is a need? Part of the building is in need of improvement. Can this be amended with staff and the Village President without coming before the Board again?

A motion was made by Trustee Burket and seconded by Trustee Ladesic to approve a Facade Improvement Award request in the amount of \$12,500 to Ramco 450 LLC, owner of property located at 575, 579, 581 East Roosevelt Road as amended.

Upon roll call, Trustees Burket, Ladesic and McGinley voted "Aye." Motion carried.

Agenda Item G. - Operation of Vendor Carts: (Presented by Planning and Development Director Hulseberg)

President Demos tabled the following agenda item:

Ordinance No. 6301-VC, An Ordinance Amending the Glen Ellyn Village Code and Sign Code to Allow the Operation of Vendor Carts in the Village of Glen Ellyn.

Mr. Richard Fischer, 150 Kenilworth Avenue approached the Board with regards to shoveling sidewalks. Manager Franz responded the Village encourages snow removal on sidewalks. Mr. Fischer also expressed concerns at the railroad tracks at Park Blvd. Director Hansen responded the Union Pacific has regulations on how the Village can remove snow and salt the tracks. The Village policy is to raise the plow as they cross the tracks. They plow and salt well while approaching the tracks. Director Hansen added there have been several complaints at Main Street as well.

President Demos thanked Mr. Fischer for expressing his concerns.

Agenda Item H. - Forestry Pruning Contract: (Presented by Public Works Director Hansen):

Each year the parkway trees in an area of the village are trimmed. This work is performed by a combination of public works crews and a contractor hired by the village. Each tree is individually inspected, evaluated and pruned to certified specifications. Pruning removes potentially hazardous dead wood, reduces storm damage in high winds, reduces conflicts with private property and promotes health and growth of the trees. This is a proactive measure to ensure all the trees in the village's urban forest are well maintained.

From 2007 until 2013 this work was performed by Steve Piper and Sons (Naperville, IL) until their contract expired on May 1, 2013. They performed excellent work. In order to keep pricing competitive a bid opening was conducted after 6 years and they were not selected.

On March 8, 2013 an invitation to bid for all the forestry work was advertised in the Daily Herald. In addition, bid specifications were mailed to over twenty forestry contractors in the region. Attendance at the pre bid meeting on March 15, 2013 was mandatory for all interested contractors bidding on some or all of the forestry work. Participation was strong with nearly twenty contractors attending the pre bid meeting. However, six contractors actually submitted bids to perform the forestry work.

In discussions with Steve Piper and Sons, they have agreed to fulfill the remainder of the Village's Annual Tree Pruning contract for the same pricing that they bid in 2013. Thus, the firm has agreed to prune area D in 2015 & area E in 2016. The bid pricing in 2013 by Steve Piper and Sons was very competitive, and their prior performance with the Village was excellent. Staff, therefore, is requesting the Board's consideration of a contract award to Steve Piper and Sons in order to complete this important pruning work while time still remains in the season to do so.

President Demos asked if Item I was less imperative than Agenda Item H. Director Hansen responded that is correct. President Demos responded he is in favor with moving forward with this Agenda Item.

A motion was made by Trustee Burket and seconded by Trustee McGinley to waive competitive bidding and approve the award of a contract with Steve Piper & Sons Tree Services, of Naperville, Illinois, to perform the annual pruning contract from the time of award in February 2015 until the end of the contract April 31, 2016, in the not-to exceed amount of \$125,000, to be expensed to the General Fund.

Upon roll call, Trustees Burket, Elliott, Ladesic and McGinley voted "Aye." Motion carried.

Agenda Item I. - Forestry Tree and Stump Removal Contract: (Presented by Public Works Director Hansen)

A significant portion of the forestry work performed in the village includes Ash tree removals (EAB), regular tree removals, and stump removals. A vast majority of this work is performed on trees in the parkway by a combination of public works crews and a contractor hired by the village. From 2007 until 2013, the forestry work contractor was Steve Piper and Sons (Naperville, IL) until their contract expired on May 1, 2013. Although the firm performed satisfactorily over the course of six years, the Village desired to evaluate market pricing and advertised a competitive bidding process for these forestry services in 2013.

On March 8, 2013 an invitation to bid for all the forestry work was advertised in the Daily Herald. In addition, bid specifications were mailed to over twenty forestry contractors in the region. Attendance at pre bid meeting conducted on March 15, 2013 was mandatory for all interested bidders. Participation was strong with nearly twenty contractors attending the pre bid meeting. However, six total contractors actually submitted responsible bids, which were formally opened on March 22, 2013.

The lowest responsible bidder in 2013 was Trees R Us (Wauconda, IL), the same company that performs the Village's residential curbside branch/brush collection contract. The Village Board awarded a 3-year contract to the firm for approximately \$200,000 annually. However, the company has not performed satisfactorily according to the terms/conditions of the contract. After discussion and deliberation by staff, including counsel from the Village Attorney, the contract ending April 31, 2016 was recently terminated.

Given the abrupt timing of this contract termination, and so as to not delay work progress, staff explored alternatives to securing a contract with a new vendor. As part of this process, staff reviewed the original 2013 bid pricing and proposals. The second lowest, most responsible bidder at the March 22, 2013 official bid opening was JPC Tree Care (Naperville, IL) for village tree and stump removal. As a side note, the Park District was included in the 2013 bid opening process, since they have similar forestry-related work to complete in their parks. JPC Tree Care was the lowest, most responsible bidder for the Park District. Moreover, the firm has also previously worked for the Village, performing tree removals that are not in the parkway. The recent Manor Woods reforestation project, for example, was a recent project that they successfully performed for the Village.

Staff is interesting in a short term contract for forestry services to complete the terminated contract time frame. This will allow the Village to go out for formal bid for all forestry work including tree trimming, removals and stump removals in 2016. This will likely result in the best price for the work requested.

JPC Tree Care has agreed to fulfill the remainder of the forestry contract for the same pricing bid in 2013. Interestingly, this pricing is even less than the Village was paying for services back in 2010, and lower than recent MPI (DuPage) bid pricing received in 2014. The bid pricing in 2013 by JPC Tree Care was very competitive and their prior performance with the Village was excellent. From staff's perspective, the pricing is less than the Village would likely pay in the current marketplace. Thus, staff is seeking Village Board consideration of a proposed contract award with JPC Tree Care.

Trustee McGinley asked about the Manor Woods project and the budget. Director Hansen only \$30,000 was spent. They can utilize tree removal from the budget and utilize the rest for the Manor Woods reforestation. Director Hansen added that it was difficult to find vendors to bid. There are a lot of variables at Manor Woods, including the soft soil conditions due to the area being a bog.

Trustee Elliott asked about the length of the contract. Director Hansen responded that typically a forestry contract is 3 years.

Mr. Richard Fischer, 150 Kenilworth Avenue, Glen Ellyn asked if Manor Woods is an urban park or a forest. He added that it appears to be a de-forestation. Director Hansen responded they are trying to re-forest. However they are removing invasive species that took over. Mr. Fischer inquired about a path. Director Hansen responded there is a path system. There are 4 entry points. It is not a straight path however.

Trustee McGinley asked what will happen if the motion does not pass. Attorney Mathews responded the motion is only to waive competitive bidding.

A motion was made by Trustee Ladesic and seconded by Trustee Elliott to waive competitive bidding and approve the award of a contract with JPC Tree Care LLC, of Montgomery, Illinois, to perform forestry work including tree and stump removals, and various other forestry tasks, from the time of award in February, 2015 until the end of the contract April 31, 2016, in a not-to-exceed amount of \$175,000, to be expensed to the General Fund.

Upon roll call, Trustees Burket, Elliott, Ladesic and McGinley voted "Nay." Motion failed.

Trustee McGinley commented that she appreciated the comments tonight, appreciates JPC Tree Care's work and hopes they continue to submit bids.

Agenda Item J. - Short Fiscal Year 2014 Budget Report (Discussion Only): (Presented by Finance Director Coyle)

Finance Director Christina Coyle led a discussion regarding the Short Fiscal Year 2014 Budget Report.

- Covers Short Fiscal Year (May 1, 2014 – December 31, 2014)

- 16 Village Funds
- Report is on a budget basis
 - o Cash basis
 - o Unadjusted for accruals
 - o Unaudited

Creation of two new funds:

- Fire Services Fund and Roosevelt Road TIF Fund
1. Transition to a new ambulance model
 2. Sales, Home Rule Sales, and Income Taxes continued to outperform budget –
 3. Purchase of property on Park Ave. for future police station site
 4. Timing of capital projects delayed payment of expenses into the next fiscal year
 5. Payment of \$793,000 for Taft Avenue extension
 6. Village Links/Reserve 22 saw a profit of \$59,000; even with a whole year's worth of debt service payments

Trustee O'Shea asked why the recycling rebate has been reduced. Director Coyle responded that people are recycling less. Paper is recycled the most but is not a high priced item and the demand is less.

Agenda Item K. - Reminders

1. A Village Board Workshop is scheduled for Monday, February 16, 2015 at 7:00PM in Room 301 of the Glen Ellyn Civic Center.
2. A Special Village Board Workshop is scheduled for Monday, February 23, 2015 at 6:00PM in Room 301 of the Glen Ellyn Civic Center.
3. A Village Board Meeting is scheduled for Monday, February 23, 2015 at 7:00PM in the Galligan Board Room of the Glen Ellyn Civic Center.

Adjournment:

At 8:05 p.m. a motion was made by Trustee Elliott and seconded by Trustee Burket to adjourn. Motion carried.

Respectfully submitted,

Catherine Galvin,
Village Clerk