

1 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**  
2 **REGULAR MEETING OF THE BOARD OF TRUSTEES**  
3 **Held on December 13, 2010**  
4

5 The Regular Meeting of the Board of Trustees was held on Monday, December 13, 2010,  
6 at the Linzey D. Jones Municipal Building and was called to order by President Meyers-  
7 Martin at 7:02 P.M. The assembly recited the Pledge of Allegiance. Administrator  
8 Mekarski called the roll in the absence of the Village Clerk.  
9

10 Present: Trustees – Gibson, Ormsby, Pennington and Nale  
11 Village President, Debra Meyers-Martin  
12 Village Administrator, David Mekarski  
13

14 Absent: Village Clerk, Judi Kay Rangel  
15 Trustee Oliver arrived at 7:04 P.M.  
16

17 **MINUTES:**  
18

19 **Motion by Trustee Ormsby, second by Trustee Nale to suspend the reading of the**  
20 **Minutes of November 8th, 2010.**

21 **Voice Vote: All Ayes. Motion Carried.**  
22

23 **Motion by Trustee Gibson, second by Trustee Ormsby to approve the Minutes of**  
24 **November 8th, 2010, as presented.**

25 **Voice Vote: All Ayes. Motion Carried.**  
26

27 Trustee Gibson inquired of President Meyers-Martin if she meant the Minutes of  
28 November 22, 2010. She stated that the Agenda has the wrong date on it for the Minutes.  
29 President Meyers-Martin stated that she did mean the Minutes for November 22, 2010.  
30

31 **BILLS FOR APPROVAL:**  
32

33 Trustee Oliver arrived at 7:04 P.M. President Meyers-Martin stated that she has Bills for  
34 Approval totaling \$137,819.67. She stated that there is a Cover Memo in the Board  
35 Packet describing some of the more pertinent bills.

36 **Motion by Trustee Pennington, second by Trustee Nale to approve the payment of**  
37 **bills for December 13, 2010, in the total amount of \$137,819.67.**

38 **Roll Call: Ayes (5-0) Motion Carried.**  
39

40 **COMMUNICATIONS AND PETITIONS:**  
41

42 President Meyers-Martin opened up Communications and Petitions at 7:05 P.M.  
43

44 **Olympia Fields Park District Presentation** – President Meyers-Martin stated that the  
45 Board was to hear a presentation from the Olympia Fields Park District. That matter has  
46 been tabled for this evening.

1 Mr. Chris Paicely stated that he resides at 135 Broadway in Chicago Heights. He is from  
2 a local news organization starting up called "Chicago Heights Patch." It serves the  
3 communities of Chicago Heights, South Chicago Heights and Olympia Fields. It starts on  
4 December 21<sup>st</sup>. It is an online newspaper. They are covering all events. They are a free  
5 events posting website. He spoke with the Mayor in Chicago Heights. He is trying to  
6 setup a police blotter with the Olympia Fields Police Department. There is a Patch in  
7 Tinley Park. There is one starting up in Homewood and Flossmoor. He stated that we  
8 focus on the communities that we live in. He has been to the Olympia Fields Park District  
9 Board Meetings. The Chicago Heights Patch is covering events at Rich Central, Bloom  
10 Trail and Bloom High School. The Matteson Patch will be covering the events at Rich  
11 South and Rich East. You can post engagements and obituaries. It is free and it is online.  
12 People from the community will be doing columns. Each week there will be a book  
13 review of a book that can be found at the Chicago Heights Public Library, Park Forest  
14 Public Library, Steger-South Chicago Heights Public Library, or the Chicago Heights  
15 Public Library.

16  
17 Trustee Pennington inquired of Mr. Paicely how they are funded. Mr. Paicely stated that  
18 they are funded through advertising. They are looking into doing coupons with local  
19 businesses. They are a subsidiary of AOL. They put the money behind the project  
20 initially, and they keep it going with advertising. They have local businesses in their  
21 directory but it is separate from advertising. They make people aware of every business,  
22 every community organization, every facet of the government that they can go to for  
23 different things, and charitable organizations. A business can buy ad space if they want to  
24 in a separate avenue. He does not deal with that. He deals with the journalism side of it.

25  
26 Trustee Ormsby inquired if Mr. Paicely was from this area. Mr. Paicely stated that he  
27 came here from Indianapolis and went to school, and then he moved to Chicago Heights.  
28 He did some reporting for other publications while he was in Chicago Heights. Patch saw  
29 where he lived and they knew that they wanted to do something in Chicago Heights.

30  
31 Trustee Ormsby stated that if we want to get in touch with you we e-mail you. Mr.  
32 Paicely stated that you can send me an e-mail or call me. Trustee Ormsby wished him  
33 Good Luck. President Meyers-Martin thanked him for coming this evening. President  
34 Meyers-Martin closed Communications and Petitions at 7:11 P.M.

35  
36 **FINANCE:**

37  
38 **Fiscal Year 2010 Audit Presentation** - Trustee Pennington stated that Mr. Matt Pehle  
39 from Sikich would give a presentation on the Village's Audit and their findings. Trustee  
40 Pennington recognized Cynthia Saenz, Director of Finance, who was instrumental in  
41 working with Mr. Pehle and his team in putting the audit materials together. He thanked  
42 her for being at the meeting.

43  
44 Mr. Pehle thanked President Meyers-Martin and the Board for welcoming him here  
45 tonight to present the Annual Financial Report. He thanked Cynthia Saenz and the  
46 members of the Finance Department for their assistance throughout the audit process. In

1 the Board Packet are four documents pertaining to the audit. In looking at the  
2 Independent Auditor's Report, he is pleased to announce that the Village has once again  
3 accomplished an unqualified or clean opinion for the year ending April 30<sup>th</sup>, 2010. That is  
4 the highest opinion that they can give. The opinion may look a little different than it did  
5 in prior years, due to the fact that the audit was conducted in accordance with  
6 Government Auditing Standards rather than Generally Accepted Auditing Standards.  
7 The Village expended more than \$500,000.00 in Federal Funds during this year and  
8 Sikich conducted a single audit.

9  
10 Mr. Pehle stated that Page MDA-1 is a great summary of the Village's Financial Activity  
11 during the year. This was prepared by Cynthia Saenz. It states the position of the Village  
12 and the activity during the year in laymen's terms. Pages 3 through 5 are the Statement of  
13 Net Assets and Statement of Activities. These are the Village's Full Accrual Statements,  
14 fully consolidated. You will see Governmental Activities and Business Type Activities.  
15 Governmental Activities are all the funds of the Village except for the Water Fund and  
16 Sewer Fund, which are reported in the Business Type Activities. These first two  
17 statements include all the Capital Assets and all of the Long-Term Debt under the Full  
18 Accrual Statements for the Village. On Page 5, you can see that the Governmental  
19 Activities Net Assets did increase by \$434,000.00 during the year. Page 6 has the balance  
20 sheet for the Governmental Funds. The General Fund is the only fund that qualifies as a  
21 major fund. All the non-major funds are grouped together in a separate column. The  
22 unencumbered fund balance is \$2,900,000.00, which is about 60% of annual  
23 expenditures, and an increase of \$500,000.00 from the prior year. He stated that this is a  
24 healthy reserve in the General Fund.

25  
26 Mr. Pehle stated that Page 8 is the Income Statement for the Governmental Funds. The  
27 statement reflects a \$500,000.00 increase in the General Fund, and a \$168,000.00  
28 increase in Fund Balance in all the other non-major Governmental Funds combined.

29  
30 He stated that Page 14 reflects that the Police Pension Fund had an increase of almost  
31 \$750,000.00 during the current year. The ending net assets held for the pensioners is  
32 about \$5,300,000.00. In moving onto notes, there were no major violations or legal issues  
33 that they were required to disclose in the notes. On Page 39 of the notes, the Village was  
34 required to implement a GASB Statement 54 which required them to recognize liabilities  
35 related to their other post employment benefits, basically, Retiree Health Insurance. Even  
36 though the Village doesn't have an explicit benefit to provide subsidizing for Retiree  
37 Health Insurance, the retirees are allowed to come back at a blended premium the same as  
38 active employees, which the standard is considered to be a benefit. Pages 39 to 42  
39 describe the benefits provided, the funding, and the liability related to that over time.

40  
41 Trustee Pennington inquired of Mr. Pehle if he anticipated any additional GASB  
42 initiatives coming up in the next Fiscal Year that the Village has to be concerned about.  
43 Mr. Pehle stated that there are a couple of new standards that will be applicable for the  
44 next year. None are as significant as GASB 45. GASB 51 and GASB 53 are the two  
45 major ones. GASB 51 is related to intangible assets. It would be for things like internally  
46 developed websites, software and easements, things that weren't captured when the

1 Village implemented GASB 34 about six years ago. GASB 53 is related to derivative  
2 instruments. He is not aware that the Village has any derivative instruments. Those are  
3 the only two that will be required for next year.

4  
5 Mr. Pehle stated that the Actuarial Tables start on Page 44. These consist of the IMRF  
6 and Police Pension Funds, and another set of Actuarial Tables for the Post Employment  
7 Benefit Plan. On Page 45 you have the six year trend information for the Police Pension  
8 Fund. Page 48 has the six year funding trend for the Police Pension Fund as well.

9  
10 Trustee Ormsby inquired as to why the Village received a \$750,000.00 increase in the  
11 Net Asset in the Police Pension Fund. Mr. Pehle stated that there was a greater return on  
12 the investments.

13  
14 Trustee Pennington inquired if he could have permission to allow Willett Hudson to  
15 make a comment because she sits on the Police Pension Board, and she could perhaps  
16 shed some light on this.

17  
18 Mrs. Hudson stated that part of that is because the fund exceeded the \$5,000,000.00  
19 amount. They are in a position now to make additional types of investments, and the  
20 return on those investments have been a little bit better than what we had before. Trustee  
21 Pennington inquired what the \$5,000,000.00 amount was attributable to. Mrs. Hudson  
22 stated to the type of stocks that we could invest in.

23  
24 Administrator Mekarski informed Mr. Pehle that the Board was anticipating another bond  
25 issue for a Public/Private Partnership, General Obligation Bonds, Alternative Revenue  
26 Source, the Village will have adequate coverage for the Bonds, and various forms of  
27 revenue coming in from the Country Club, and the sale of water, not only to take care of  
28 the 50% that the Country Club is going to pick up, but the net revenue selling water will  
29 pick up for our debt service. He inquired of Mr. Pehle if he saw anything in the Village's  
30 financial condition that would present any kind of concern for the Village to go out on a  
31 subsequent Bond Sale, or if he saw anything that would deter the Bond Agencies to  
32 continue rating the Village an AAA.

33  
34 Mr. Pehle stated that if the Village continues to receive the Unqualified Single Audit  
35 Report that they issue every year, and the Village continues to have the healthy balance in  
36 the General Fund, he doesn't see anything that jumps out.

37  
38 Trustee Pennington stated that he wanted to commend Cynthia Saenz and her team for  
39 the excellent watch they have on the Village's funds. The Village wouldn't enjoy the type  
40 of financial sustainability if it wasn't for her efforts, and her team's efforts, as well as the  
41 overall commitment of this Board to ensure that the Village's finances are sustainable  
42 and are free of any encumbrances, and continue to maintain the sufficiency of the  
43 finances. He commends the Board and Cynthia Saenz and her team. He is sure that it is  
44 our continued effort to make sure that the Village's financial condition remains in the  
45 strong position that it is. Trustee Pennington thanked Mr. Pehle for his presentation.

46

1 **September 2010 Financial Statements – Corporate Fund** – Trustee Pennington stated  
2 that the Village budgeted for a deficit in September. Our actual expenses exceeded our  
3 revenue by 5% in the Corporate Fund. The Village’s realized income for September was  
4 \$383,815.33 against a budgeted sum of \$258,983.35, or 33% above Plan. The Village  
5 realized revenue increases in the following Revenue Line Items: Sales Tax Revenue was  
6 up 15% in September. Although, the Village did not Budget for Real Estate Tax Revenue  
7 in September, the Village did receive \$12,631.01 in actual revenue. The State Income  
8 Tax Revenue was up 46%. RedFlex Revenue was up an astonishing 95% for this period.  
9 Trustee Pennington stated that this fund has really taken off and it is beginning to show  
10 its worth. Towing and Impound Revenue continues to remain strong. Actual realized  
11 revenue for September was \$33,000.00 versus a budgeted sum of \$16,666.67, or 49% of  
12 Budget Plan. The expenses for this period for the most part were consistent with the  
13 month of August. The Village did experience a 62% increase in police overtime expense  
14 for September. Overall fuel cost was up 51% for this period, as was Lawn Maintenance  
15 by the same percentage. Our Budget Expense was \$387,742.04 against actual incurred  
16 expenses of \$404,203.27, or 4% over Plan. Our total fund balance actual, was a deficit in  
17 the amount of \$20,387.94. Our fiscal year to date actual plus encumbrance for the month  
18 of September was a deficit in the amount of \$421,223.65.

19  
20 **Water Fund** – Trustee Pennington stated that with respect to the Water Fund, the Village  
21 budgeted for a deficit in this fund as well. The Village budgeted the sum of \$91,735.50 in  
22 revenues, and realized \$124,808.83 in actual revenue. With regard to expenses in this  
23 fund, the sum of \$175,499.91 was budgeted, and the Village realized the sum of  
24 \$145,306.01 in actual expenses, or 17% of the Plan. This resulted in a deficit in the  
25 amount of \$20,497.18 for September. Trustee Pennington stated that notwithstanding the  
26 deficit however, our Fiscal Year to date plus encumbrance in the Water Fund is a surplus  
27 in the amount of \$419,963.37.

28  
29 **Sewer Fund** – Trustee Pennington stated that with respect to the Sewer Fund, the Village  
30 budgeted for a deficit in this fund as well. The total fund deficit actual was a negative  
31 \$19,555.00 against a budgeted deficit of \$76,042.00. Our Fiscal Year to date actual plus  
32 encumbrance in this fund is a surplus in the amount of \$57,375.63.

33  
34 **PROPOSED TAX LEVY FOR TAX YEAR 2010:**

35  
36 **Ordinance #2010-020** – Trustee Pennington stated that Ordinance #2010-020 is an  
37 Ordinance for the Levy and Assessment of Taxes for the Fiscal Year beginning May 1,  
38 2010, and ending April 30, 2011, of the Village of Olympia Fields, Cook County, Illinois.  
39 This is on First and Second Reading.

40 **Motion by Trustee Ormsby, second by Trustee Oliver to approve proposed**  
41 **Ordinance #2010-020 on First and Second Reading, an Ordinance for the Levy and**  
42 **Assessment of Taxes for the Fiscal Year beginning May 1, 2010, and ending April**  
43 **30, 2011, of the Village of Olympia Fields, Cook County, Illinois.**

44 **Roll Call:                                   Ayes (5-0)                                   Motion Carried.**

45

1 **Ordinance #2010-021** – Trustee Pennington stated that Ordinance #2010-021 is an  
2 Ordinance for the Levy and Assessment of Special Service Area Taxes for the Fiscal  
3 Year beginning May 1, 2010, and ending April 30, 2011, of the Village of Olympia  
4 Fields, Cook County, Illinois, in and for Special Service Area Number One. This is on  
5 First and Second Reading.

6 **Motion by Trustee Gibson, second by Trustee Nale, to approve proposed Ordinance**  
7 **#2010-021 on First and Second Reading, an Ordinance for the Levy and Assessment**  
8 **of Special Service Area Taxes for the Fiscal Year beginning May 1, 2010, and ending**  
9 **April 30, 2011, of the Village of Olympia Fields, Cook County, Illinois, in and for**  
10 **Special Service Area Number One.**

11  
12 Trustee Oliver stated that on Page 4 under “Salaries of Trustees,” instead of showing  
13 “\$36,000.00,” it shows “\$30,000.00.” He inquired why that would be.

14  
15 President Meyers-Martin asked for a Motion to suspend the rules. Cynthia Saenz stated  
16 that those are our Budget Sheets. Trustee Pennington stated that he doesn’t draw a salary  
17 now so that is why that figure is there.

18 **Roll Call: Ayes (5-0) Motion Carried.**

19  
20 **BUILDING:**

21  
22 **Metra Agreement for the Operation and Maintenance of Commuter Parking**  
23 **Facility – 203<sup>rd</sup> Street Metra Commuter Facility Stamper Park** – Trustee Ormsby  
24 stated that we have the Agreement with the final language for the Maintenance  
25 Agreement which will transfer responsibility for maintaining Stamper Park from the  
26 Olympia Fields Park District to the Village of Olympia Fields. The paperwork is in the  
27 Board Packet. She stated that there is an error. “The Agreement as attached now depicts  
28 the new dimension of the park parcel to include the landscaped and grass area directly  
29 north of the original park.” Trustee Ormsby stated that it should state “south of the  
30 original park” instead of “north of the original park.”

31  
32 Trustee Pennington stated that he was going to recuse himself from this vote due to his  
33 involvement with the Metra Board of Directors.

34 **Motion by Trustee Ormsby, second by Trustee Oliver to authorize the Village**  
35 **President to enter into an Agreement entitled “First Amendment to Agreement for**  
36 **the Operation and Maintenance of Commuter Parking Facility,” which authorizes**  
37 **the Village to accept the maintenance responsibility for a portion of the Metra Rail**  
38 **Right-of-Way located adjacent to the entrance of the 203<sup>rd</sup> Street Metra Platform**  
39 **for continued use as an Olympia Fields Park (Stamper Park).**

40  
41 Trustee Gibson inquired if this means that the Village is fulfilling all of the necessary  
42 work for Stamper Park without any funds coming from Metra. Administrator Mekarski  
43 stated that is correct, nor from the Olympia Fields Park District.

44 **Roll Call: Ayes (4) Trustee Pennington recused himself. Motion Carried.**

1 **PLANNING:**

2  
3 Trustee Gibson stated that she did not have a formal report this evening.  
4

5 **PUBLIC WORKS:**

6  
7 **Award and Purchase of Lift Station Emergency Generator Improvement Bids –**

8 Trustee Oliver stated that a few months ago, the Village went through an emergency in  
9 which many of the generators went out and the Village had to borrow some generators  
10 from other towns. As a consequence of that, Public Works has let out for bids some  
11 generators to attend to our emergency situations. These are generators for the Woodstock  
12 Lift Station, the Maynegaitte Sewer Lift Station, and the Kedzie Avenue Sewer Plant. The  
13 lowest and responsible bid went to Hy-Power Electric Company. Trustee Oliver asked  
14 Administrator Mekarski to speak regarding the project.  
15

16 Administrator Mekarski stated that this was a \$2,800,000.00 Sewer Rehabilitation Bond  
17 Project. There is a surplus of \$371,797.73. Out of that project, the Board authorized two  
18 other projects. One was the completion of the Graymoor Sewer Lift Station. Some of the  
19 line items have been completed, but have not been invoiced, and they are still showing on  
20 the document as being outstanding. The other project that was authorized by the Board  
21 was the completion of the Olympia Woods Odor Control Project. That involved putting  
22 in the charcoal activated filter to prevent the sewer odors from escaping into the Olympia  
23 Fields East area. There is one project that has yet to be completed, and that is the Post  
24 Flow Monitoring. This was always anticipated when the Board initiated the Sewer Bond  
25 activity. The first project was to do the flow monitoring to see how much rainwater was  
26 getting into the Sewer System. Once the Village did the mitigative measures of Code  
27 Enforcement, tightening up our manholes, slip lining our sewer lines, caulking and  
28 repairing the laterals as they join the actual mains, then we have to go back and do flow  
29 monitoring again to see what percentage of rainwater has been eliminated from the  
30 system. That is an anticipated cost of \$80,000.00. That leaves a revised surplus of  
31 \$239,308.92. The lowest responsible bidder came in at \$179,380.00. Cynthia Saenz  
32 wants to make sure that the Board encumbers another \$20,793.55 which is an invoice by  
33 Robinson Engineering for engineering on the project. The invoice is dated November  
34 30<sup>th</sup>. The second item is anticipated engineering during the project construction. That  
35 includes inspections, project oversight, and project management. That is for \$8,000.00.  
36 The total for the three generators is \$208,173.55. There is a remaining balance in the  
37 Bond Fund of \$239,308.92. There are adequate funds to finance all three generators.  
38

39 Administrator Mekarski stated that at first, the Board thought it would only be able to get  
40 the generator for the Kedzie Avenue Sewer Plant. That generator is about 50 years in age.  
41 That generator pumps three-fourths of the raw sewage from the Village. If that generator  
42 goes out, the Village could have a catastrophe on its hand. The Village does not have a  
43 backup generator for that. The Village does not have a backup generator for the  
44 Woodstock Lift Station. But now the Village can get three generators. This does not  
45 complete the project. There are seven Lift Stations remaining and three water facilities  
46 where generators should be purchased to have the coverage during a storm. These are

1 smaller wattage. Public Works will go out and bid for the remaining generators.  
2 Administrator Mekarski will e-mail the results of that bid to the Board. He stated that the  
3 Board should look at the Unencumbered Fund Balance to complete this emergency  
4 project.

5  
6 President Meyers-Martin stated that when this situation came to the forefront during the  
7 last storm, Chief Chudwin and the Public Safety Officers had to go door to door to notify  
8 the residents that the generators were down and to curtail their water use. She is very  
9 happy that this is before the Board this evening.

10 **Motion by Trustee Oliver, second by Trustee Ormsby to accept the lowest and best**  
11 **bid for the purchase of Lift Station Emergency Generator Improvements for the**  
12 **Kedzie Avenue Sewer Plant (175 kilowatts), the Woodstock Lift Station (70**  
13 **kilowatts), and the Maynegaite Sewer Lift Station (25 kilowatts), to Hy-Power**  
14 **Electric Company with said funds coming out of the Sanitary Sewer Bond Account**  
15 **in an amount not to exceed \$208,173.55.**

16  
17 Trustee Pennington stated that with respect to the Post Flow Monitoring the \$80,000.00 is  
18 anticipated, but we don't know what the exact figure will be. Administrator Mekarski  
19 stated that it was confirmed by Mr. Alexa through discussions with Robinson  
20 Engineering that it would not exceed that amount. Trustee Pennington stated that only  
21 leaves \$31,135.57 in the fund as a balance from the Bond. He inquired if Mr. Alexa was  
22 going to budget these small generator items in his Budget for 2011-2012. Administrator  
23 Mekarski stated no. The remaining generators that are out on bid, there is no budget  
24 allocation. It would be up to the Board to determine if that is something that could be  
25 budgeted within next year's Budget, or if you should make an emergency expenditure  
26 and take something out of the Unencumbered Fund Balance which the Auditor reported  
27 today was in excess of 60%. He suggested that Joe Alexa and Robinson meet with the  
28 Finance Committee as soon as bids are open. Trustee Pennington stated that we don't  
29 have to act upon that component now. Administrator Mekarski stated that the Board did  
30 not have to act on that now. The only thing the Board is acting on now is to approve the  
31 bid for the three generators. Trustee Pennington thought that the Board could put the  
32 matter regarding the remaining generators through the Budgetary Process and they could  
33 discuss that at a later time.

34  
35 Trustee Ormsby inquired if the Board expected the \$30,000.00 engineering cost from  
36 Robinson to be that high. She inquired if they quoted that amount to the Board and she  
37 just doesn't remember it. Administrator Mekarski stated that he didn't have the details on  
38 the original \$20,739.00 this evening. Typically, the rate is set pretty much by standard  
39 engineering percentages. Trustee Pennington stated that he thought initially they saw  
40 some economies of scale when the matter was first discussed. Trustee Gibson inquired if  
41 the \$30,000.00 figure is in relation to the Lift Stations. Administrator Mekarski stated  
42 that it is. It is the engineering cost for designing the entire Bid Package and doing the  
43 field investigations, and determining not only what generators need to be replaced, but  
44 what improvements have to be changed on the control panels and the installation  
45 procedure. Trustee Gibson stated that she doesn't remember the \$30,000.00. She  
46 remembers a figure of what it would cost for all of the generators. The Board had



1 indicated that the Village couldn't get all of the generators at the same time. They would  
2 have to wait on some of them and see if they could put it into the Budget for next year.

3  
4 Administrator Mekarski stated that there are 11 sewer plants. Graymoor has a backup  
5 generator. That leaves 10 sewer plants that need backup generators. Trustee Gibson stated  
6 that during the presentation, she didn't remember anything mentioned about engineering  
7 costs. She realizes that there has to be engineering costs.

8  
9 President Meyers-Martin inquired if the engineering costs are strictly related to the  
10 Kedzie Avenue Sewer Plant, the Woodstock Lift Station and the Maynegaite Sewer Lift  
11 Station. Administrator Mekarski stated that the bill that was received on November 30<sup>th</sup> is  
12 for the Olympia Fields Lift Station Emergency Generators. On the bill it states  
13 "Preparation of plans and specifications, review of bids, conferences, drafting, site  
14 meetings, recommendations for award, \$20,739.00." There is the estimate of \$8,000.00  
15 for "installation, inspection, and project management" which brings it up to a total of  
16 \$208,173.55.

17  
18 Trustee Ormsby stated that she doesn't remember the \$30,000.00 engineering cost. It  
19 seems big to her. Administrator Mekarski stated that he would have to look, but the  
20 Resolution would have been accompanied by an Engineering Service Agreement, and the  
21 Engineering Service Agreement typically spells out the standard engineering fees. He  
22 stated that this contract is coming in under budget by 49%. Trustee Ormsby stated that  
23 she is not questioning that. She just doesn't remember the discussion on the engineering  
24 cost.

25  
26 Trustee Gibson inquired if the work has been done already. Administrator Mekarski  
27 stated that the \$20,739.55 has been completed. They inspected the Lift Stations. They  
28 designed what generators need to be replaced. They defined specifications. They defined  
29 revisions to the control panels. They met with contractors prior to bid. They reviewed all  
30 of the bids. That is all standard engineering work. It was probably specifically addressed  
31 in the Engineering Services Agreement with the standard engineering fees. The fees are  
32 all consistent with the American Society of Engineering. The \$8,000.00 is not atypical for  
33 installation, project oversight, and inspection. He stated that this is just typical  
34 engineering services to get the job done.

35  
36 Administrator Mekarski stated that he would ask Russ Prekwas to attend the next Board  
37 Meeting to talk about their standard rates. Trustee Pennington stated that it is his opinion  
38 that the Board is just awarding the bid at this particular point in time. Administrator  
39 Mekarski stated that the Board is awarding the bid, and authorizing construction to  
40 proceed. Trustee Pennington stated that there are obvious questions here with respect to  
41 funds that have not been fully explained. He inquired of Administrator Mekarski if they  
42 were going to start work on this immediately given the weather conditions. Administrator  
43 Mekarski stated it is his understanding that they were going to start immediately because  
44 some of the work can be done internally.

45

1 Trustee Pennington recommended tabling this until the first Board Meeting in January  
2 until all of the questions regarding the cost factors are answered. Administrator Mekarski  
3 stated that his concern is that he doesn't have the bid specs in front of him. He doesn't  
4 know how long the bids are open for. Administrator Mekarski suggested accepting the  
5 bid which is 49% below engineering estimates, but don't authorize construction until  
6 after the first Board Meeting in January.

7  
8 President Meyers-Martin stated that the Motion is to accept the bid from Hy-Power  
9 Electric Company. The questions that have come up relate to the Robinson Engineering  
10 charges, which is something separate. Trustee Gibson stated that she didn't have any  
11 further problem with it she just wanted to understand it.

12 **Roll Call: Ayes (5-0) Motion Carried.**

13  
14 Administrator Mekarski stated that he will schedule Robinson Engineering to attend the  
15 Board Meeting on January 10<sup>th</sup> to address their invoice of November 30<sup>th</sup> and their  
16 anticipated fees. Trustee Nale inquired if it was necessary for them to be here. Trustee  
17 Pennington stated that we should have information on this project already. He stated that  
18 we just have to go back and verify what was discussed. He doesn't feel that it is  
19 necessary to bring them in. They will charge the Village to attend the meeting. He  
20 suggested that we obviate the cost and do a little research.

21  
22 Trustee Ormsby stated that the \$30,000.00 was a surprise to her. She knows that the  
23 Board is always trying to be very clear on the engineering costs before they start a  
24 project. She just doesn't remember the \$30,000.00 being discussed. She stated that it  
25 could be that she just doesn't remember it. In going forward, she just wants to be clear on  
26 the entire package and the costs. Administrator Mekarski stated that he will look into that  
27 and provide the information to the Board, and/or have the Engineer available if it should  
28 necessitate that.

29  
30 **HUMAN RESOURCES:**

31  
32 **2010 IRMA IMAP Visit** – Trustee Nale stated that IRMA made their biannual visit to  
33 the Village on November 16<sup>th</sup>. She is in receipt of the results of that visit. It is a 61 page  
34 report. There is an increase of 19% compliance over the previous survey. Each  
35 department is doing their due diligence; however, it is not in writing. IRMA loves to have  
36 policies written and in writing so that there is proof of what the Village is doing. Trustee  
37 Nale stated that between now and IRMA's next visit, the Executive Safety Committee  
38 can look into some of those procedures that are lacking in written form.

39  
40 **Metra 203<sup>rd</sup> Street Choral Concert** - Trustee Nale stated that the Human Resource  
41 Committee will have their choral concert on Wednesday, December 15<sup>th</sup> at the 203<sup>rd</sup>  
42 Street Metra Station. They will be giving out packaged candy to all of the commuters.  
43 They purchased extra candy this year due to the fact the 211<sup>th</sup> Street North Parking Lot is  
44 closed and more people are parking at the 203<sup>rd</sup> Street Station.

1 Trustee Nale stated that a banner will be placed in the tunnel between the entrance to the  
2 train station and the Country Club. The Human Resource Committee will be wearing  
3 badges. The Grand Prairie Singers will be presenting a choral concert. The Human  
4 Resource Committee is looking forward to the concert.

5  
6 Trustee Ormsby inquired if Trustee Nale could take a picture for the Village Newsletter.  
7 Trustee Nale stated that she would do that. Trustee Nale invited the members of the  
8 audience to come and join the Human Resource Committee in passing out candy to the  
9 commuters and welcoming them to the Village. The concert is from 5:00 P.M. to 6:00  
10 P.M. The Human Resource Committee will be there from 4:30 P.M. to probably 6:30  
11 P.M.

12  
13 **Executive Safety Committee** – Trustee Nale stated that the Executive Safety Committee  
14 will meet on January 6<sup>th</sup> at 9:00 A.M. in the Conference Room.

15  
16 **PUBLIC SAFETY:**

17  
18 President Meyers-Martin stated that until a Trustee is appointed, she will be reporting on  
19 Public Safety under the Report of the Village President.

20  
21 **REPORT OF VILLAGE ADMINISTRATOR:**

22  
23 **Licensing Agreement (Advocate Healthcare/Water Tower Identification Right) –**  
24 Administrator Mekarski stated that the first item on his report is a Licensing Agreement  
25 Amendment with Advocate Healthcare regarding the two water towers. Advocate has  
26 requested minor changes to the body of the original Agreement. The changes are at the  
27 recommendation of their tax attorney to show that the corporation is paying a fee and not  
28 the Village’s debt service associated with the Water Tower Construction. The changes  
29 are in blue ink. This is the Final Draft. Judy Kolman called this morning and stated that  
30 both she and John Murphey have reviewed all of the changes and it meets with their  
31 approval.

32  
33 Trustee Gibson inquired of Administrator Mekarski if he could go through the Agreement  
34 and briefly describe what the changes are. Administrator Mekarski stated that on the first  
35 page they are changing it from “Advocate Physician Center” to “Advocate Medical  
36 Group” in Paragraph B. They are making minor notations about their relationship with  
37 providing medical services to Aunt Martha’s Clinic. Trustee Gibson inquired on what  
38 campus. Administrator Mekarski stated that it is Aunt Martha’s Governors Office  
39 Building Campus. He stated that Paragraph D on Page 1 states: “The corporate authorities  
40 of the Village have determined that licensing the Water Tanks to Advocate for the  
41 purposes described below will advance the Village’s financial position.” That will be  
42 changed to “The corporate authorities of the Village have determined that licensing the  
43 Water Tanks to Advocate for the purposes of fair market value payment for  
44 advertisement...” Administrator Mekarski stated that there was some concern the way the  
45 contract was originally written, that it had the corporation subsidizing or paying for the  
46 Village’s debt service. They want to make it clear that it was fair market negotiations for

1 advertising rights. Trustee Pennington stated that makes sense. Administrator Mekarski  
2 stated that on Page 3, is a continuation of that. They want to cross out “debt service  
3 schedule” and change it to “annual payment schedule.” He stated that “Section 5.  
4 Paragraph B is a continuation of striking the debt service relationship. It doesn’t change  
5 anything materially in the contract. It specifies 12 years from the initial date, and it  
6 provides the Vice President of Business Development as the Advocate contact.

7  
8 Trustee Nale stated that on Page 3, under “(i)” you might want to cross off “annual” so  
9 that it reads “Advocate will make the payment annually on or before ...”

10 **Motion by Trustee Nale, second by Trustee Gibson to modify Page 3, under “(i)” to**  
11 **reflect as follows: “Advocate will make the payment annually on or before ...”**

12 **Voice Vote: All Ayes Motion Carried.**

13  
14 **Motion by Trustee Nale, second by Trustee Pennington to authorize the Village**  
15 **President to enter into an Agreement amending the Licensing Agreement (Advocate**  
16 **Healthcare/Water Tower Identification Right); and further authorize the Village**  
17 **President to execute the Agreement following completion of the legal review by the**  
18 **Village Attorney, and revising line (i) to read “Advocate will make the payment**  
19 **annually on or before.**

20 **Roll Call: Ayes (5-0) Motion Carried.**

21  
22 **REPORT OF VILLAGE PRESIDENT:**

23  
24 **Purchase of Safety Security Lock Boxes for the Police Department SUV’s** – President  
25 Meyers-Martin stated that that there is a Memo in the Board Packet to authorize the  
26 purchase of Safety Security Lock Boxes for the department’s Ford SUV’s. The Lock  
27 Boxes are requested to secure the equipment that is carried in the back of the SUV’s for  
28 the Public Safety Officers.

29 **Motion by Trustee Pennington, second by Trustee Ormsby to authorize the Police**  
30 **Department to purchase Safety/Security Lock Boxes for the department Ford SUV’s**  
31 **in an amount not to exceed \$12,000.00; with said funds coming from the Customs**  
32 **Asset Forfeiture Account.**

33 **Roll Call: Ayes (5-0) Motion Carried.**

34  
35 **Customs Program** – President Meyers-Martin stated that she is very happy to report that  
36 on December 6<sup>th</sup> the Village received \$17,320.75. On December 8<sup>th</sup> the Village received  
37 \$66,515.34 for a total of \$83,836.09.

38  
39 **UNFINISHED BUSINESS:**

40  
41 **Sanitary Sewer Project** – Trustee Nale inquired if there has been any final report as to  
42 whether or not all of the residents have made the corrections that they were suppose to  
43 and are now in compliance with regard to the Sanitary Sewer Project. Administrator  
44 Mekarski stated that there are a few residents in Graymoor that are still not in  
45 compliance, as well as a few others throughout the Village. He will have the Code



1 **EXECUTIVE SESSION:** To discuss matters of Personnel -

2  
3 **Motion by Trustee Nale, second by Trustee Pennington to move into Executive**  
4 **Session at 8:22 P.M.**

5 **Voice Vote: All Ayes Motion Carried.**

6  
7 **Motion by Trustee Gibson, second by Trustee Nale to return to Open Session at 8:45**  
8 **P.M.**

9 **Voice Vote: All Ayes Motion Carried.**

10  
11 **ADJOURNMENT:**

12  
13 **Motion by Trustee Pennington, second by Trustee Nale to adjourn at 8:45 P.M.**

14 **Voice Vote: All Ayes Motion Carried.**

15  
16 **Respectfully submitted by Faith Stine.**