

1 **EXECUTIVE SESSION WITH THE NEED TO RECONVENE:**

2
3 To Discuss Matters of Personnel According to the Open Meetings Act, Section
4 5ILCS120/2(c)(1)

5
6 **Motion by Trustee Pennington, Second by Trustee Oliver to go into Executive Session at**
7 **6:01 P.M. To Discuss Matters of Personnel According to the Open Meetings Act, Section**
8 **5ILCS120/2(c)(1) with a Need to Reconvene after this Meeting.**

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

10
11 **RETURN TO OPEN SESSION:**

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13 **Motion by Trustee Watkins, Second by Trustee Pennington to Return to Open Session at**
14 **6:57 P.M.**

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

16
17 **(The Board Meeting Commenced at 7:00 P.M.)**

18
19 **MINUTES OF THE VILLAGE OF OLYMPIA FIELDS**
20 **MEETING OF THE BOARD OF TRUSTEES**
21 **Held on September 15, 2021**
22

23 Village President Burke stated that I have the Declaration to read. “Beginning in March 2020,
24 the Governor of Illinois issued a series of State-wide Disaster Declarations related to the public
25 health concerns. Those declarations remain in effect until June 28th, 2021. As the head of this
26 body, I have determined that a full in-person meeting, or a meeting otherwise conducted in
27 accordance with the Open Meetings Act is neither practical nor prudent because of the disaster.
28 This meeting will be conducted as a hybrid meeting, which will consist of all members of the
29 Village Board and Department Heads physically present at our regular meeting location.
30 Alternative arrangements have been made for the public to contemporarily hear all discussions
31 and roll call votes via conference call. The call-in number is available on the agenda. Notice of
32 these arrangements have been given in accordance with the Open Meetings Act. The public may
33 address this body consistent with the rules previously adopted and recorded, and adopted by the
34 Village President’s Order.

35
36 Village President Burke stated that the amendment to the Open Meetings Act during the Disaster
37 Declaration requires that we allow the public to observe the meeting. It does not require the
38 public to be given an opportunity to participate in the meeting, however, it is our policy to give
39 the public the opportunity to present comments to the Board. With that in mind, the public was
40 given the opportunity to submit comments by email. Cindy, did we get any comments?”

41
42 Village Administrator Saenz stated no, we did not. Village President Burke stated that “All votes
43 shall be conducted by roll call. We are recording this meeting, and a verbatim record of this
44 meeting shall be made and maintained in accordance with the Open Meetings Act.” Now, let’s
45 get started with the meeting.”
46

1 The Regular Meeting of the Board of Trustees was held on Wednesday, September 15th, 2021.
2 The assembly recited the Pledge of Allegiance. The meeting was called to order by Village
3 President Sterling M. Burke at 7:00 P.M.
4

5 Present: Trustees – Watkins, Oliver, Pennington, Blackwell, Finley, and White
6 Village President Sterling M. Burke
7 Village Administrator/Deputy Village Clerk, Cynthia Saenz
8

9 Absent: None.
10

11 Village President Burke asked Village Administrator/Deputy Village Clerk Cynthia Saenz to call
12 the roll. Village Administrator/Deputy Village Clerk Cynthia Saenz proceeded with the roll call.
13 Present were: Trustee Watkins, here; Trustee Oliver, present; Trustee Pennington, present;
14 Trustee Blackwell, here; Trustee Finley, present; Trustee White, here; Village President Burke,
15 here. We also have in attendance, Police Chief Scott Morgan, here; Public Works Director Jim
16 Landini, here; Finance Director Betty Zigras, here; Our Court Reporter Faith Stine. And I am
17 Cynthia Saenz, the Village Administrator/Deputy Village Clerk.
18

19 **APPROVAL OF MINUTES:**
20

21 **Approval of the Minutes from August 18, 2021 Board of Trustees Meeting** – Village
22 President Burke stated next up is the approval of the Minutes from our August 18th, 2021, Board
23 of Trustees Meeting.

24 **Motion by Trustee Watkins, Second by Trustee Pennington to Dispense with the Reading**
25 **of the Minutes of the August 18th, 2021, Board of Trustees Meeting; and to Approve the**
26 **Minutes of the August 18th, 2021, Board of Trustees Meeting as Presented.**

27 **Roll Call: Ayes (6-0) Motion Carried.**
28

29 **BILLS FOR APPROVAL:**
30

31 **September Bills for Approval - \$265,846.90** – Village President Burke stated that next on the
32 agenda is the September Bills for approval in the amount of \$265,846.90.

33 **Motion by Trustee Pennington, Second by Trustee Finley to Approve the Payment of Bills**
34 **for September 2021, in the Total Amount of \$265,846.90.**

35 **Roll Call: Ayes (6-0) Motion Carried.**
36

37 **ADMINISTRATION REPORTS:**
38

39 **Report of the Village President:**
40

41 **Best Wishes to Village Administrator Saenz** - Village President Burke stated that this is a
42 bittersweet meeting, in that this is the last meeting that we will have Cindy as our Village
43 Administrator and Clerk. We are all going to miss her. She decided to go on beach patrol. Where
44 are you going to go, Cindy?
45

46 Village Administrator Saenz stated nowhere this year, due to COVID. Village President Burke
47 stated I think all of us will definitely miss her. I know I'm going to miss her. We've had fun.

1 We've had a lot of discussions. We've had our Staff Meetings every other week. Cindy has just
2 been a pleasure to work with. This is bittersweet. It is sweet for her, but bitter for us because she
3 is going to be gone.

4
5 Trustee Pennington stated "Hear, Hear." Village President Burke inquired whether or not
6 anybody else wanted to make any other comments. Feel free to do so at this time.

7
8 Trustee Pennington stated I remember you when you had big hair. I personally have enjoyed
9 working with you, Cindy. First coming into contact with you in 2005 when I first got on the
10 Board. You've been a mainstay for the Village of Olympia Fields, both from the standpoint of
11 Finance Director and ultimately to your current position of Village Administrator. I'm honored
12 to have worked with you. I consider you a valued friend. I just wish you the very best in
13 everything that you do going forward. Village Administrator Saenz stated thank you, Trustee
14 Pennington.

15
16 Trustee Finley stated Cindy, I remember watching you take the Chair as Village Administrator. I
17 didn't know who you were really, but there you were. I remember what you brought to that
18 meeting. I've got to say, you were impressive. Really, in every way. You continue to bring that
19 level of professionalism, knowledge, and courage to what it is that you have done in defense of
20 the resources of this Village and advancement of its possibilities. I am grateful to have benefitted
21 from your service and honored to have seen a woman such as yourself stand in that place, and
22 bring everything we could of ever hoped to your service and your leadership. I hope you enjoy
23 your life on the other side of this service. I know that because of what you've done, you have
24 stood Olympia Fields taller than she has ever been, and you set expectations for what to look
25 forward to in what we do going forward. Village Administrator Saenz stated thank you, Trustee
26 Finley.

27
28 Trustee Watkins stated I am definitely going to miss you, Cindy. I remember moving to Olympia
29 Fields before I even joined the Board and being a resident, and how professional the staff was
30 when I came into the office, how everyone helped me with completing my home. I was truly
31 impressed with what you did with the whole staff. I just want to say, that the next person that
32 comes in, has really big shoes to fill. So, thank you for being you. Village Administrator Saenz
33 stated thank you. Thank you so much.

34
35 Village Administrator Saenz stated I just want to say that for the 21-years that I have been here,
36 it has truly been an honor to serve the residents of Olympia Fields. I have really enjoyed my
37 employment here. I have seen the growth in myself. I have seen the change in the Village and the
38 advancements that we've made. I know that Olympia Fields has so much more to do. There is so
39 much growing. I do regret that I won't be here to see that and be a part of it. I wish you all luck.
40 And I know that you are going to get to those points and economic development. I'm going to
41 miss being part of a team, but I'm going to enjoy sleeping in. I am really going to enjoy sleeping
42 in. I am confident that my replacement will help you advance even more. So, everyone, thank
43 you so much.

44
45 Trustee Oliver stated let me just throw something out. You probably know, been around long
46 enough to know that I'm not one who likes doing this, giving these sorts of accolades where its
47 justly due. Wow, 21-years. Our children played baseball together when we first started. They're

1 now men. I don't know if yours are still in the house, but mine isn't. I've seen something in you
2 that I didn't know exists until fairly recently. When you first started you were real quiet,
3 reserved, at least from my perspective. But you handled the finances and you always came
4 prepared. You say that you only hope to see where the Village might come. But had it not been
5 for the stability that you have shown and helped to maintain over the years, we wouldn't be
6 where we are. I've seen you become as a Village Administrator, so much more assertive and
7 aggressive in terms of stating the case, and making sure that we were doing the things that we
8 were suppose to be doing in the manner that we were suppose to be doing it. You've been the
9 rock. You've been here through three different terms of Presidents and you've maintained the
10 decorum, and the business that the Village kind of expects. I could go on and on.

11
12 Trustee Blackwell stated your time is up. My turn. Trustee Oliver stated thank you so much for
13 all that you have done for the Village, and I mean that will all sincerity. Village Administrator
14 Saenz stated thank you, Trustee Oliver.

15
16 Trustee Blackwell stated in my short tenure working with Cindy, I remember when you came on
17 board in the position, I was the Chairman of the Planning Commission. I have worked back and
18 forth with you on a few things. I think that you have brought a level of professionalism, integrity,
19 and enthusiasm to the position. And you've maintained that. And the consistency that you've
20 shown has been greatly beneficial to the Village. I wish you well in your future endeavors. I
21 know you'll do well. You will be highly missed, but the beat goes on and we appreciate all that
22 you've done. Village Administrator Saenz stated thank you, Trustee Blackwell.

23
24 Trustee White stated I haven't had an opportunity to work with you very extensively. In light of
25 all the wonderful comments from my fellow Board Members, I must say you've done an
26 awesome job. In any case, I think being able to get to this stage in one's life is something to
27 celebrate. I really do wish you the best for the next step. Village Administrator Saenz stated
28 thank you, Trustee White.

29
30 Village President Burke stated like I said, "It's bittersweet." All of us have said the same thing,
31 we are going to miss you, Cindy. But I guess it's sweet for you. You have two more weeks to go.
32 But I know she is going to stop by, right? Village Administrator Saenz stated I am only six
33 minutes away. Trustee Watkins stated maybe after COVID.

34
35 **Non-Union Salary Increases** - Village President Burke stated the next thing I have on the
36 agenda here is a proposed Motion.

37 **Motion by Trustee Pennington, Second by Trustee Watkins to Approve Salary and Bonus**
38 **for Cindy Saenz in the Amount Not to Exceed \$5,820.70 Retroactive for the Fiscal Year**
39 **2022.**

40 **Roll Call: Ayes (6-0) Motion Carried.**

41
42 **Approval of the Village Administrator Agreement and Appointment of Napoleon Haney as**
43 **Village Administrator** – Village President Burke stated next on the agenda is the approval of
44 the Village Administrator Agreement and Appointment of Napoleon Haney as our next Village
45 Administrator.

46
47

1 **Motion by Trustee Oliver, Second by Trustee Pennington to Approve an Appointment of**
2 **Napoleon Haney as the Village Administrator in Accordance with the Village**
3 **Administrator Agreement as Presented.**

4 **Roll Call: Ayes (6-0) Motion Carried.**

5
6 **REPORT OF THE VILLAGE ADMINISTRATOR:**
7

8 **Resolution #2021-06 – A Resolution Designating Finance Director Betty Zigras as**
9 **Authorized Signatory on All Village Bank Accounts** – Village Administrator Saenz stated the
10 next item that we have on the agenda, is basically due to my retirement. She stated with Betty
11 Zigras being the Finance Director, we need to transition some roles that I have retained from my
12 transition to the Village Administrator to her now. I am currently still a signer on all of the
13 Village’s bank accounts, and the banking administrator. We really need to transition that role to
14 her and remove my name from the accounts. The Resolution that you have before you was
15 prepared by the Village Attorney. We’ve actually started reaching out to the banks to try to
16 transition this along so that it will be in place for October 1st. We do have to provide a Resolution
17 or the Minutes from the meeting. So, this is why we have this in front of you today.
18

19 One of the things that we did correct, after sending this to the Board, I noticed that the effective
20 date said September 30th. It should say October 1st. The Resolution that will be signed into the
21 file actually says October 1st.

22 **Motion by Trustee Oliver, Second by Trustee Pennington to Approve Resolution No.**
23 **2021-06, A Resolution Designating Finance Director Betty Zigras as Authorized Signatory**
24 **on All Village Bank Accounts.**

25 **Roll Call: Ayes (6-0) Motion Carried.**

26
27 **Resolution #2021-07 – A Resolution Authorizing the Appointment of Finance Director**
28 **Betty Zigras as the Authorized Illinois Municipal Retirement Fund (IMRF) Agent** – Village
29 Administrator Saenz stated the next item that we have here is pretty much the same thing. It is
30 for IMRF which is the company that handles retirement for everyone except the police, so
31 anyone who is not a sworn police officer. I am currently the Administrator of that particular
32 program. She stated because of the Finance Director position we need to transition that role over
33 to Betty as well.

34 **Motion by Trustee Watkins, Second by Trustee Blackwell to Approve Resolution No.**
35 **2021-07, A Resolution Authorizing the Appointment of Finance Director Betty Zigras as**
36 **the Authorized Illinois Municipal Retirement Fund (IMRF) Agent.**

37 **Roll Call: Ayes (6-0) Motion Carried.**

38
39 **DEPARTMENT HEAD REPORTS:**
40

41 **Scott Morgan – Chief of Police**
42

43 **Ordinance #2021-11 – An Ordinance Declaring Certain Property Surplus and Authorizing**
44 **Its Sale and Disposition [First & Second Reading]** – Chief Morgan stated that tonight he has
45 Ordinance No. 2021-11. It is an Ordinance declaring certain property surplus authorizing its sale
46 and disposition. This is going to be First and Second reading. The property consists of a 2012
47 Chevy Tahoe. It’s in disrepair. We want to put this into America’s Auto Auction like we’ve done

1 in the past with these other vehicles. This vehicle, any funds received will be going into the
2 General Fund.

3 **Motion by Trustee Pennington, Second by Trustee Oliver to Waive in First Reading and**
4 **Adopt in Second Reading Ordinance No. 2021-11, An Ordinance Declaring Certain**
5 **Property Surplus and Authorizing Its Sale and Disposition.**

6 **Roll Call: Ayes (6-0) Motion Carried.**

7
8 **Departmental Update** – Chief Morgan stated I am just going to give you a brief update on the
9 police department starting with one piece of good news first.

10
11 **Welcome Back Officer Jonathan Pennington** - Officer Pennington is finally back from
12 deployment. (There was a round of applause). He’s back to work right now. He is familiarizing
13 himself again with the department. This was an over a year deployment that he had. We have
14 given him a minimum of two-weeks to get acclimated again at the PD. We are going to touch
15 base with him to make sure that he feels comfortable with everything, and then we will put him
16 back out on his own again.

17
18 **Best of Luck to Officer Kendall Kerrigan** - Chief Morgan stated we have Officer Kendall
19 Kerrigan who retired on September 8th, 2021. He was with the Village for 21-years. Kendall
20 decided that he was going to retire and pursue other endeavors. I wish him luck.

21
22 **Condolences to the Family of Former Police Chief Fred Unger** - Chief Morgan stated on a
23 sad note, not too many people will remember Fred Unger. Fred Unger was the Chief of Police
24 here probably back in the early ‘70s. I believe, he retired in 1990. Fred was 91-years old.
25 Condolences to his family.

26
27 Trustee Finley stated Chief, you are retiring the Tahoe. Do you anticipate needing to replace that
28 vehicle? Chief Morgan stated yes, but not really. We have three vehicles on order right now.
29 We’ll still be fine with this vehicle being auctioned off. We are still waiting for the three. We
30 only have VINs made for one of them. The other two don’t have VINs yet. This whole thing with
31 COVID is just killing everything. We have three vehicles on order. It’s a matter if Ford, the
32 manufacturer, is getting back into the production of the vehicles. We do have three on order.
33 They are the same Hybrid vehicles that we ordered in the past. That is what is available, and they
34 will be very fuel economical and they are half electric. Trustee Finley stated that takes away my
35 second question. Thank you.

36
37 **John McDonnell – Building Commissioner**

38
39 **Ratification of an Event Permit for Gloria J. Taylor Foundation – Back to School Event for**
40 **Youth & Parents – September 11, 2021 from 10:00 A.M. – 3:00 P.M. –**

41
42 **Ratification of a Sign Permit for Tall Grass Arts Association to Place Temporary Signs**
43 **Throughout the Village from September 13, 2021 to September 20, 2021 – Village**
44 Administrator Saenz stated that John is not here this evening. He is on vacation. I will take his
45 reports.

46

1 Village Administrator Saenz stated that what you have before you are a bit of housekeeping. We
2 actually were presented with an Event Permit and a Sign Permit for events that were already
3 held. John has included a cover memo, because both of the entities reached out to us after our
4 last Board Meeting. The events were taking place before this particular Board Meeting. The Art
5 Fair is something that happens every year. The Event Permit for the Gloria Taylor Foundation,
6 that event was new to the Village. John has had conversations with them to let them know what
7 our process is. Normally, these permits should be brought before the Board for the Board to vote
8 on and approve. Because they were events that would help promote the community, he did seek
9 authorization from the Village President and myself. We need to ratify these just so that we have
10 the proper paperwork in the file. This is a bit of housekeeping. The events have already
11 happened. The entities have been notified what the process is, and what they need to do going
12 forward, take a look at our calendar and make sure that we receive the permits prior to the
13 meeting so that we can go through the normal processes of approval.
14

15 Trustee Watkins inquired so if this were to happen again in the future, say after a Board Meeting,
16 is it possible for us to vote via email, or as a Board, so if the information comes in say two days
17 after our meeting, can that email come out to the Board and then we vote via email? Village
18 Administrator Saenz stated yes. It definitely can. We've done that in the past. I don't think it was
19 that soon. But definitely, we can do that. But what we really want them to do is make sure that
20 they're following the proper procedure. We'll be on the lookout, especially for the Art Fair. John
21 has added that information to his calendar so that he can be on the lookout for it. Hopefully, they
22 will notify us prior to. What we've asked of the foundation, because they, of course, did not
23 know what our process was, we've asked if they are planning any type of an event to just give us
24 a call ahead of time as soon as they know, and then we will let them know what the procedure is.
25

26 Village President Burke stated under normal circumstances, the process is to come before the
27 Board and make a presentation on what they want to do. The Lollapalooza thing for the
28 Methodist Church, and the runs that they have had around here, people came and gave
29 presentations to the Board. Since we are not open to the public because of the virus, that is
30 another contributing factor. But you're right. We could have sent it. Both of these were pretty
31 benign. One was on the physical property of the Foundation like in their backyard. The other was
32 over in Park Forest. They just wanted to put up signs. We could have been a little stricter, or
33 could have been more aggressive about it, but because they were relatively benign, they were on
34 private property or outside the Village. They just wanted to put up signs.

35 **Motion by Trustee Blackwell, Second by Trustee Pennington to Ratify the Event Permit for**
36 **the Gloria J. Taylor Foundation Back to School Event for Youth & Parents held on**
37 **Saturday, September 11th, 2021 from 10:00 A.M. to 3:00 P.M. Approved by Village**
38 **President Burke.**

39 **Roll Call: Ayes (6-0) Motion Carried.**

40
41 **Motion by Trustee Oliver, Second by Trustee Pennington to Ratify a Sign Permit for the**
42 **Tall Grass Arts Association to Place Temporary Signs Throughout the Village from**
43 **September 13th, 2021 to September 20th, 2021, Approved by Village President Burke.**

44 **Roll Call: Ayes (6-0) Motion Carried.**

45
46
47

1 **Jim Landini – Public Works Director**

2
3 **Graymoor Force Main Lining Project – Authorization to Accept Change Order #1 for an**
4 **Amount Not to Exceed \$131,212.49** – Mr. Landini stated the first item I would like to speak
5 about is the Graymoor Force Main Lining Project. What you have before you is a Change Order
6 Request from Michels Pipe Services for the Graymoor Force Main Project. He stated to get into
7 the details, he is going to hand it over to Mike Kenny from Baxter & Woodman. I believe, he has
8 a handout for you with a map that shows what we are looking at here. (Mr. Kenny passed out a
9 document to the Board.)

10
11 Mr. Kenny stated that he is a Project Manager with Baxter & Woodman. I was the Design
12 Engineer on the Graymoor Force Main Project, and I am also the Construction PM overseeing
13 Michels Pipeline Services out there, and our Field Representative who is onsite. I want to give a
14 little overview of the project, and why we are doing the project, and why we are here. The
15 Graymoor Force Main has experienced several breaks over the recent years. We evaluated
16 different options to either replace or rehabilitate the Force Main. Ultimately, due to narrow right-
17 of-way and the Wolverine Pipeline along Vollmer Road, the best option was to line the Force
18 Main. We began the work a couple months ago with Michels. They were awarded the contract.
19 They were the lowest bidder. We recommend them to award the bid to Michels.

20
21 Mr. Kenny stated taking a look at the exhibit in front of you, up on the right-hand corner there
22 where it's the bypass pump, that is the Graymoor Lift Station. The Force Main heads west down
23 Vollmer and then south on Western, ultimately discharging to a gravity sewer at Country Club
24 Drive. The Force Main itself was broken up into sections to line. Lining typically is done in four
25 to 800-foot segments. We successfully lined Pits 1 to 2 near Country Club Drive, 2 to 3 on
26 Western, 5 to 6 on Western, and then 6 to 7. And then the connection to the Graymoor Lift
27 Station there was new piping there so that was not replaced as part of this project.

28
29 Michels had trouble lining a section of pipe along Western about five, six-weeks ago. They got a
30 liner stuck in the pipe during the process which they were able to pull out successfully without
31 damaging the host pipe. We took a step back from the project and took a look at what were the
32 reasons the liner was stuck. They believe at that point it was a problem with the inversion of the
33 liner of how its installed. We discussed our different options and they went ahead and ordered
34 different liners for the project, which included sewing in a pull rope to the liner to assist pulling
35 the liner through. They went back out onsite. They were able to install one more section
36 successfully. But when they went from Pits 3 to 4, they were trying to line that, the liner was
37 stuck again about 150-feet into the Force Main. At this point, Michels tried to remove the liner.
38 The way liners work, there is an epoxy resin impregnated into the fabric that started setting off
39 and hardened completely so they were not able to remove the liner from that pipe. We took
40 another step back to evaluate what was going on. And since we had other sections of pipe that
41 were not lined, we decided to have Michels pull a mandrel through the pipe which is used to test
42 pipe deflection and inner diameter sizes of pipes. They use two different sizes, a five and three-
43 quarter inch and a five-and-a-half-inch. They were unable to pull the mandrel, either of them
44 through pipe segments 3 to 4. They tried to push it in since they couldn't pull it because of the
45 stuck liner. He stated from 4 to 5 they were unable to pull the mandrels through. They were only
46 able to pull the five-and-a-half-inch mandrel through Pit 7 to 8.

47

1 We took another look at what was causing the diameter changes in this pipe. They took sections
2 of pipe that were cut out. The existing Force Main is ductile iron. And typically, ductile iron is
3 cement coated on the insides to prevent corrosion. Looking at the pipe, there are two layers of
4 cement lining on the pipe. You can see it from the cross section. We have two different theories
5 of what happened to the pipe. Either during manufacturing the cement lining was improperly
6 installed giving it different tapering inner diameters causing the liner to get stuck, or the cement
7 lining at one point was reapplied. That's a manual process, which any slowdown in the
8 processing caused buildup in the cement lining. That unfortunately, is not visible in pre-lining
9 video. Since you can see a cross section in the pipe, and with it being a six-inch pipe you cannot
10 pickup differences of like a quarter, two-and-a-half-inch inner diameter changes.

11
12 Due to those restrictions, Baxter & Woodman believes it's not possible to line the remaining
13 Pits. There is a small chance that lining can be successful between Pits 7 and 8. But we are not
14 recommending that we take the chance of lining that. Michels went ahead with their
15 subcontractor, Airy's Underground Construction, presented us with the Change Order to
16 directionally drill in a new Force Main from Pit 7 to 9, and then from 5 to 3. That is the Change
17 Order that you have in front of you. As part of that Change Order there's a credit from Michels
18 for not attempting the lining from Pit 7 to 9.

19
20 Trustee Pennington inquired of Mr. Kenny what is that credit? Mr. Landini stated it's about
21 \$52,000.00. Mr. Kenny stated so the credit from Michels is \$50,554.71 for not lining Pit 7 to 9.
22 He stated for the fix that we're proposing to draw a new pipe, that is a standard practice for
23 replacing pipe especially in these areas where there is other utilities and tight right-of-way. The
24 reason the project initially didn't go this route of a complete pipe replacement, is due to the
25 Wolverine Pipeline location. They provided us a location. The pipeline did that. They told us the
26 pipeline was much closer to the Force Main than it actually was once the Pits were excavated.
27 Even with that information the right-of-way down the IDOT stretch of Western here is pretty
28 tight, and directional drilling the whole entire length would be difficult and costly due to traffic
29 control and roaming traffic control and trucking. There would be lane closures entailed with that.

30
31 The fix that they are proposing is a guaranteed fix replacing the pipe and then connecting back
32 into the lined sections to complete the Force Main Rehab. At that point, the Lift Station can go
33 back online pumping to its original discharge point, and the bypass pumping can be removed
34 from the Village of Flossmoor. I will open the floor to any questions you may have on the
35 project or the Change Order.

36
37 Village President Burke inquired does everybody understand what this does? This is the sewer
38 for all of the sewage over in Graymoor. If you've driven down Western and around the corner
39 down Vollmer Road, you see a black pipe about this big that's on top of the ground. That pipe is
40 coming out of the pumping station. We have 12 pumping stations all around the Village that
41 actually pump sewage out to get treated. The sewage for that neighborhood is following this
42 route. And because of the EPA, the Illinois Environment Protection Agency, they said if you
43 don't fix this and it breaks, you have to tear all this stuff up and do it all over again. What they
44 attempted to do was to run a pipe liner through the existing system. What he is saying is it got
45 stuck. You don't have to dig up the pipe. You can just pull it through. Well, when they ran the
46 cameras through there three or four times it didn't show any obstruction. But now that they
47 found it, they have this obstruction. So, they tried a smaller pipe. They tried to do that and that

1 didn't work. So, now they are going to have to do an in run and lay some pipe right alongside the
2 old, existing pipe for those sections that are in red.

3
4 The problem here is that there is a Change Order for \$131,000.00. We thought this was going to
5 be done over a month ago, and now we have to come back and do it another way which is going
6 to cost us additional money.

7
8 Trustee Watkins inquired of Mr. Landini what was our original budget for this project? Mr.
9 Landini stated the original Capital Improvement Budget was \$880,000.00. Ms. Zigras stated this
10 was budgeted in Fiscal Year 21. When we were budgeting, we thought it would be completed in
11 Fiscal 21. It was not budgeted for in Fiscal 22. The funds are still there in the Fund Balance.
12 When we do a Budget Amendment for all of these different changes, we would need to include
13 this item. It was initially, \$880,000.00. Trustee Watkins inquired how much did we spend so far?
14 Ms. Zigras stated I believe, in construction in progress, we have something around \$60,000.00
15 we spent in preliminary engineering. Mr. Landini stated \$51,000.00, \$52,000.00 something like
16 that.

17
18 Trustee White stated if my understanding is right, based on the length of pipe, you said
19 everything in red is what is being replaced? Mr. Kenny stated yes, everything in red cannot be
20 lined. Trustee White stated that looks more than half of what originally should have been lined,
21 or we were hoping would be lined. I'm looking at the length of this. You said from Pit 7 to Pit 9,
22 as well as Pit 5 to Pit 3. Mr. Kenny stated yes, those are the two sections. He stated 3 to 4 is
23 where the liner is stuck right now. The liner is stuck about 150-feet running north from Pit 3 to
24 Pit 4. And lining has not been attempted from Pit 7 to Pit 9, or Pit 4 to Pit 5 either. After they had
25 one other successful run, they started from Pit 3 to Pit 4 and they encountered the problem.

26
27 Trustee Blackwell stated you said "guaranteed." I heard the word, "guaranteed." Mr. Kenny
28 stated yes. We are going to be running a brand-new pipeline in the ground, as far as directional
29 drilling, and that's a trenchless method of installation frame if you are not familiar. A drill rig is
30 setup. They have a drill bit on rods that will go underground through these existing Pits to the
31 next Pit, and from there they will ream in reverse and pull a pipe back with it, which will be PVC
32 C900 which is standard use for Force Main.

33
34 In that case, once the new pipe is in place, the only thing left to do will be to make connections
35 to the existing Force Main.

36
37 Trustee Blackwell stated so we are assured that there will be no additional costs other than this
38 adjustment that you are recommending that we approve. Is that what I'm hearing, or no? Mr.
39 Kenny stated yes. Once we get the new pipe in the ground, there will be no additional costs
40 associated with the project once the connections are made. The contractor is already required to
41 test the Force Main, a Hydrostatic Pressure Test just to make there are no leaks in the existing
42 spot repairs. They will be instructed to do the same for the new Force Main that is being put in.
43 At that point, the project is complete except for restoration, which is already included in the
44 original bid amount.

45
46 Trustee Blackwell inquired what is the contractor's proposed date for completion of the project,
47 the entirety of the project? Mr. Kenny stated so for installation of the new pipe, we are looking at

1 about a week of that work. And then a couple days of making our connections to the existing
2 pipeline. And then a couple more days for testing. That is about two working weeks right there.
3 And then about another week and a half for removing the trench boxes, removing the bypass
4 pumping from the Village of Flossmoor, and backfilling the trenches and restoring the areas that
5 were dug up. I think in total, we're looking at about three weeks with a max of four weeks given
6 any inclement weather that may come through while they are restoring.

7
8 Trustee Blackwell stated and you're saying based on your assessment, and the contractor's
9 assessment, that there are no further foreseeable issues that would effectuate an additional
10 contract change, or modification for more money? Mr. Kenny stated nothing that I can foresee
11 with the proposed installation of the pipe.

12
13 Trustee Pennington inquired but it is possible that could occur? Mr. Kenny stated it's possible
14 that something could happen during the drilling. But I am relying on the means and methods of
15 the contractor. When they give us a Change Order and say we can drill the Village of Olympia
16 Fields a new pipe in Pit 3 to Pit 5 and they provide a price. It's their means and methods to
17 perform the work. If they encounter a problem during drilling that is pretty much on the
18 contractor to resolve given the set price that they provided in the Change Order.

19
20 Trustee Blackwell stated and this will complete the project. Mr. Kenny stated this will complete
21 the project, correct.

22
23 Trustee Pennington stated full disclosure, I did see workmen today on the Western Avenue site.
24 There is activity going on. Mr. Kenny stated okay. I've instructed Michels to ensure since they
25 have been offsite, that they're Pit, like security fencing protection, I want them to check on it just
26 so nothing falls over and you have an open Pit so nothing can happen.

27
28 Trustee White inquired who actually made the determination that these pipes needed to be
29 replaced? The contractor did this evaluation? Mr. Kenny stated that Baxter & Woodman was
30 contracted. Prior to me joining on the project they performed a Force Main Study looking at all
31 the different breaks that occurred. We presented different pricing for rehab or total replacement.
32 We provided a recommendation in that memo to rehab the Force Main.

33
34 Trustee White stated right. So, right now there is a change because I'm trying to understand who
35 is it that determined that these pipes couldn't be lined? Is it the contractor that determined that?
36 Mr. Kenny stated they brought the information to us. I brought that information back to my
37 office and talked with some of our other Senior Project Managers who have a lot of experience
38 lining. We talked this through. I reached out to other contacts I have in the industry that do
39 similar work just to get their thoughts.

40
41 Trustee White inquired have we actually gotten a second party in the way that they talk about in
42 the medical industry, have we gotten a second opinion that has actually gone through and done
43 an assessment? Mr. Kenny stated between the parties that have looked at it and provided a
44 recommendation have been Michels and Baxter & Woodman. Trustee White stated so the answer
45 is no. Mr. Kenny stated no, another engineering firm or another construction company that
46 specializes in this work has not provided an official recommendation.

47

1 Trustee Finley inquired is the Village going to incur any additional costs from Baxter &
2 Woodman for the additional time that you would need to devote to this unanticipated fix? Mr.
3 Kenny stated no. I took a look at where we stand, what the contract between the Village of
4 Olympia Fields and Baxter & Woodman, and there's enough budget within there to where we are
5 not going to come back for an amendment to our contract. Usually, any construction project
6 there's unforeseen circumstances so we work that into our Project Management portion of the
7 project, and if it's not used it comes back to the Village that we didn't spend it. We have budget
8 in the project and we will not be asking for an amendment to our services.

9
10 Village President Burke stated to kind of follow-up with what Trustee White and Trustee Finley
11 said, you guys, Baxter & Woodman, are saying there's no additional charges. But Michels has
12 asked for an extra \$180,000.00. One of the questions I asked earlier, is this a fixed contract or a
13 variable, or a time and material contract? It looks like it's time and material. It's not fixed. Mr.
14 Kenny stated this is a lump sum bid project. Village President Burke stated what you see is what
15 you get. If it goes over, we have to pay extra. Mr. Kenny stated if there's unforeseen
16 circumstances that could not be determined, if there's information that can't be provided prior to
17 the project, then yes there could be room for a Change Order. I come in with Baxter & Woodman
18 making sure that Michels is not providing a Change Order that is not justified.

19
20 Village President Burke stated that as the Project Manager you are serving as a traffic cop to
21 make sure they are doing what they are suppose to be doing, best effort. Mr. Kenny exactly, yes.
22 I am checking any time I get a Change Order whether it be a \$5.00 Change Order or a
23 \$500,000.00 Change Order, I am always questioning them, looking into what they did to try to
24 resolve it on their end, and working with the contractor to try to resolve the problem without an
25 increased cost of the project.

26
27 Trustee White inquired what would you estimate the cost to get a third party to come in and do
28 an objective -- I don't know if it's a scan. You said you guys used a mandrel to go through there.
29 I mean, \$180,000.00 is a lot of money, especially when that assessment is being provided by the
30 same party that's going to collect it. Mr. Kenny stated I don't know off the top of my head. Don't
31 quote me on it. If you start out with the services of another engineering company, you are
32 probably looking somewhere between the ballpark of \$5,000.00 to \$10,000.00. There are also
33 other factors that play into having someone else come out and take a look at the project which is
34 time, which I wanted to bring up. We're currently bypass pumping into the Village of Flossmoor.
35 Jim, and the Public Works Director, John Brunke from the Village of Flossmoor agreed to let us
36 bypass pump to the Village. I know they are hoping that we get out of there soon. Another caveat
37 I want to put on the timeline for the project completion, is their subcontractor Airy's is available
38 as of now. If a decision is in a couple weeks to be determined, I can't guarantee that Airy's can
39 jump on it the same day the way they are this week. The project completion would be about a
40 month from the day that Airy's was there onsite. It would take about four-weeks. If this is
41 postponed, and Airy's schedule filled up, it could be another couple week delay to actually get
42 out in the field and complete the project.

43
44 Trustee Pennington stated give us a brief outline on Michels, and Airy's, and what they do, and
45 their expertise. I think that would help out tremendously. Mr. Kenny stated sure. Lining as a
46 pipeline rehabilitation alternative is relatively new in the world of construction. It started off
47 being used in gravity sewer about 30-years ago. It actually started up in Canada and then took off

1 down to the United States. It is commonly used now. Pressure pipe though meaning “Force
2 Main, Water Main,” anything that’s under pressure is different and more specialized due to the
3 structural requirements that are needed. We call it a “blow out,” due to pressure, it bends, or
4 weak spots in the pipe. There are only a handful of contractors who are qualified in the Midwest
5 to perform the work, with Michels being one of them. There are about three others who also put
6 a bid on the project. Michels, we’ve worked with in the past. They do everything pipeline. They
7 were part of Keystone Pipeline out west. The branch we’re working with here specializes in
8 lining pressure pipes, water main and Force Main. Their Superintendent Mike Figlio, I’ve
9 worked with at a previous company Insituform, and I’ve seen his work and see the way he
10 handles the projects. In my opinion, they’re a qualified contractor to do the work.

11

12 Airy’s is an underground contractor, meaning they install water main, sewer and force main.
13 That’s their bread and butter is excavation and lining pipe. Airy’s was subcontracted by Michels
14 for the excavation work at the Pits. Where the existing force main is cut open for our insertion
15 points for lining, Airy’s is patching, repairing with PVC pipe. They are performing that work as
16 well. And then Airy’s will perform backfilling, and through Airy’s restoration will be completed.
17 I’ve had a long working history with Airy’s more on the water main side of things. They are one
18 of the more respected underground contractors in the area. Trustee Pennington stated thank you.

19

20 Trustee Watkins stated back to your comment about time. Is this project dependent on the
21 weather? Do we have to have it done before winter, or can they still continue to work during the
22 winter months? Mr. Kenny stated you can directionally drill during the winter months. Bypass
23 pumping becomes more of an issue. The sewage that’s being pumped it’s above freezing. But
24 when you have bypass pumping that’s running underground, if we had another winter like last
25 year where we had about two-and-a-half to three-feet of pipe underground, that pipe is going to
26 freeze, and we are going to have a break somewhere along Vollmer Road where we are crossing.
27 The pipe would have to be either insulated or it would have to be drilled completely underground
28 which would add a lot to the project both with the insulation. As far as being done before winter,
29 ideally for restoration purposes we would want to be restoring no later than Thanksgiving. If
30 grass is put in right in the November area, that’s actually prime time because the grass goes
31 dormant and come spring with the wet weather it comes up beautifully. But anything after
32 Thanksgiving, restoration normally waits to about the middle of March or April.

33

34 Mr. Landini stated if I could add one more thing about the timeframe as well. Airy’s currently
35 has the pipe that we need in stock. Due to everything that is going on with COVID, that pipe is
36 extremely hard to get at a very, very high price if you can get it. They have it in their yard and
37 ready to go because of other jobs that have been cancelled, or anything they’ve ordered and they
38 have it. If Airy’s moves on to something else, and we don’t have that pipe and there’s a lag in
39 timeframe, there’s a possibility one this cost could be significantly higher due to material, and
40 then two, timeframe there is no guarantee after that point.

41

42 Trustee Pennington inquired when did Michels/Airy’s, and Baxter & Woodman first become
43 informed about this requested Change Order and the issues leading up to the Change Order
44 request? And what developed after that? Mr. Kenny stated about two weeks ago, maybe a little
45 over two weeks ago now, Michels came back onsite and started working again. Joe Slager who
46 works for Baxter & Woodman, he’s one of our Field Engineers was onsite. He did call and let
47 me know that Michels was having trouble lining again. I came out onsite. I spoke with the

1 Project Manager, Eric Johnson from Michels and also the onsite foreman who said they were
2 trying to remove the liner. Once they were unable to remove the liner, is when we started talking
3 about possible ways to remove the stuck liner. Our first goal was to try to salvage the liner that
4 was stuck. We looked at different ways to remove that liner. Ultimately, anyway that we could
5 remove that liner, it would more than likely destroy portions of the host pipe, the existing force
6 main. At that point, you can line through small holes in a pipe, but anything big or any large
7 deflections in pipe would have to be open, excavated, and removed, and replaced with good pipe
8 before we could line the entire section. We determined that any further trying to pull the existing
9 liner forcing it out of the existing force main would not be feasible. It would just cause
10 destruction to the existing pipeline.

11

12 Trustee Pennington stated the reason why I raised that question is because I live in Graymoor. I
13 live right off Vollmer Road. My neighbors have been ringing my doorbell, calling on the phone,
14 asking when this project is going to be completed, because I told them that the project would be
15 completed within a week, no more than 10-days. You mentioned that Michels was offsite. Why
16 were they offsite? Why wasn't there no operation going on?

17

18 Mr. Landini stated I can speak to that real quick. At the previous Board Meeting, my update in
19 that meeting was that Michels was offsite because they had to order that new liner. There was
20 about a two-to-three-week delay. The firm start date coming back was August 23rd with a
21 projected end date of the week after Labor Day. This is where the timing was a bit unfortunate. I
22 gave that update prior to August 23rd and them coming out. We sent it out in the newsletter as an
23 update to the residents. Then after that, he gets notified of the issues they're having. He stated
24 within two days we met out in the field with them for our full explanation, and then a couple
25 days after that was the Change Order. The timing from my communication to you guys, these
26 things all kind of happened in line. As soon as I had the Change Order, I spoke to Cindy and then
27 we met. We spoke and talked. It was kind of bad timing naturally, not just sitting on something.
28 As soon as we got the information, I've been made aware, and then I do my best to make you
29 guys aware as well.

30

31 Trustee Pennington stated so you are telling me Jim that your comment to the Board, and my
32 subsequent comment to the residents of Graymoor that this was going to be done within the time
33 period that you said was premature? Mr. Landini stated no. At the time, that was the information
34 we had. I was reporting on what we were told. They ordered their liner. They were going to be
35 offsite for a couple weeks. When that liner came in, they were going to start working August
36 23rd. I believe that was the August 16th Board Meeting that I gave that update, and then I believe
37 it was after the Board Meeting is when the newsletter went out. He stated within a couple days of
38 that newsletter going out, all of this unfolded and this is where we are today then.

39

40 Mr. Kenny stated I can add on to that. The reason we believed there was going to be the fix, to
41 get a little more in-depth on the technical side of lining, is when a liner is inverted into a
42 pipeline, Michels uses air pressure pneumatic ways of inverting the liner in. You can only use so
43 much air pressure before you start changing the physical properties of a liner. You can expand
44 small sections at the head of the liner, or sections at the rear. If you stretch out that liner prior to
45 being inside of a host pipe, essentially that entire line would have to be scrapped and redone. He
46 stated what lining contractors do when they have trouble getting through certain sections, they
47 will order a liner that has a pull rope that's sewed into the liner itself. And they use means of

1 other ropes of fishing that pull rope through the other end of the pipe so as the air pressure was
2 applied to the liner, Michels was going to have crew on the other end kind of pulling it through
3 giving it that extra push it needed without increasing the air pressure and destroying the liner.
4 And even with that, they were not able to get through the diameter change in the pipe.

5
6 Trustee Blackwell inquired so what percentage of pipe are you now looking to lay to cover the
7 difference of the liner that is either stuck or inaccessible, or unable to be installed? What
8 percentage? I'm looking at 100 and a whole lot of money. That's my main question is what
9 percent? The other question is, if you add the increase here, I know you said there were three
10 other bids. Mr. Kenny stated yes. Trustee Blackwell stated we took the lowest bid. Mr. Kenny
11 stated yes. Trustee Blackwell stated because the lowest bid is not always the best bid I found in
12 my own experiences. But obviously, you had the basis and the reasonable information to go with
13 this bid based on their skillset and so forth. What percentage are you replacing now?

14
15 Mr. Kenny stated we have about 1,000 feet along Vollmer Road and then a little over 1,000 feet
16 on Western. I think overall in the project we're looking at roughly 50%.

17
18 Trustee Blackwell stated so 50% of the expected liner insert is not viable now. So, you are going
19 to have to go in. You're saying you are going to tear out the existing pipe and replace 50% rather
20 than putting the liner in. Is that running the cost up with the piping? It sounds like the pipe cost
21 way more than the liner to me. I don't know. I'm not familiar with it. Mr. Kenny stated the
22 existing pipe is going to stay in place. They'll be drilling just off to the side of it. Drilling an
23 entire project in today's conditions is more expensive than lining. It goes back and forth to be
24 honest between lining and directional drilling just given the bidding conditions. Sometimes
25 lining can come out to be more. But due to some of the restrictions that we had in this project;
26 lining was the most viable option. To speak to the cost that Airy's provided to directionally drill,
27 my expertise at Baxter & Woodman is underground pipe installation. I have been doing it for a
28 while. I see a lot of costs come across my desk. As Jim said, with the pipe availability, the unit
29 prices that Airy's provided are extremely competitive. It would be something I would expect to
30 see like a very large project that is being bid out. If we were doing 8,000 feet of directional drill
31 pipe, this is the price I would expect to see. The price they gave us is really good. (Trustee
32 Watkins left at 8:05 P.M.) I have a little insight as to why that is. The talk in the industry, it
33 sounded like Airy's had a job that fell through and now they want to get their pipe out.

34
35 Trustee Blackwell stated so you are saying the price is reasonable. Mr. Kenny stated yes, the
36 price is very reasonable.

37
38 Trustee White inquired how often are you onsite? Mr. Kenny stated I am onsite typically once
39 every five to seven days. But Joe Slager with Baxter & Woodman, he's one of our field techs.
40 He's onsite every day that Michels is out here.

41
42 Trustee White stated if it's okay, I'd like to have someone from Nicor service, stop out there and
43 speak with him. Mr. Kenny stated sure. He's got experience with this. But if I can, I want to get
44 his contact information before you go. Mr. Kenny stated okay. I can be out there for that meeting
45 too. Trustee White stated okay, great.

46

1 Mr. Landini stated one more thing that I'd just like to add when you guys were questioning about
2 the bid and lowest bid. I did just look through the bids that came in originally for this project.
3 The other two companies that bid, one was at \$1,047,000.00. The other was at \$1,072,000.00.
4 Trustee Blackwell stated thanks, Jim. That was just a point of reference. Mr. Landini stated we
5 are still way under what those companies had bid. Trustee Blackwell stated thanks, I appreciate
6 that. Trustee Pennington stated even with the Change Order it is still under. Trustee Blackwell
7 stated yes, that's what I was looking at.

8

9 Mr. Landini stated even if we awarded this project to somebody else, they would have received
10 the exact same information of the preliminary engineering. This would still have been something
11 completely unforeseen to them as well. Trustee Blackwell stated right. I understand.

12

13 Trustee Blackwell inquired of Village President Burke whether or not we need to move sooner.

14

15 Village President Burke stated I was on the phone with Bill, Cindy, and Landini about this
16 earlier. There are two issues. One is the timing is important because pipe could go up. We could
17 lose the subcontractor if we start getting into a later period of time. Timing is one, and what we
18 told the public what we were going to do. That's one issue. The other issue is the additional
19 \$131,000.00. What we have here is, that not everybody understands this. We need to vote based
20 on everything that we heard to move forward to get this out of the way because of the timing
21 issues of it. We are being put in the position that we have to do something which I don't
22 necessarily like. We are being forced to do something. At the same time, it's less than what was
23 originally budgeted.

24

25 Trustee Finley stated can you be clear? Didn't I hear you say that \$50,000.00 is being credited
26 back? So, this figure is really less in terms of how it impacts our books.

27

28 Village President Burke stated when you add the \$131,000.00 to this, this is less than what was
29 originally budgeted.

30

31 Trustee Finley stated right. But I'm also hearing \$50,000.00 is coming back. Village President
32 Burke stated that includes that. It would be \$181,000.00. The credit is taken away from that. The
33 net is \$131,000.00. Trustee Finley stated I get it. Do you have any projections on how long this
34 liner is likely to last? You mentioned it was new technology. Mr. Kenny stated yes. The liner
35 itself, the line technology is about 30-years old. It's 10 to 15-years that they use this fiberglass to
36 reenforce the pipe. It has been on other projects in the past. They started like 20-years ago. They
37 have a projected life on average 75-years. A new pipe PVC, is probably anywhere between 75
38 and 100, given the conditions in the ground. Corrosion is really not an issue because it's plastic.
39 About 75-years under normal operation.

40

41 Trustee White inquired did you guys do sewer televising before you started this project? Mr.
42 Kenny stated yes. The televising for a force main was completed just before they started lining.
43 With a force main you don't have access points, but you can televise without taking the force
44 main out of commission and performing bypass pumping. Michels was instructed to do a pre-
45 televising of the line once they had their open Pits. We do have the CCTV footage of the pipes.
46 You cannot see any of the diameter changes within that.

47

1 Trustee White stated I have a resource that's an expert in this area. He's willing to take a look on
2 our behalf. I have 110% confidence in him. Basically, he described to me exactly what the
3 gentleman said in terms of the cause of the blockage.

4
5 Trustee Blackwell stated so he has looked already? Trustee White stated he hasn't looked. When
6 I described the issue to him, what he gave back to me was almost literally verbatim what he said.
7 Village President Burke inquired what's the point? Are you advocating? Trustee White stated no.
8 I'm just saying, just in case anybody else had any concerns in terms of whether or not it's going
9 to work. Village President Burke stated the way we can deal with whether or not it's going to
10 work, being a lawyer, you know what kind of recourse if they tell us they are going to guarantee
11 that this is going to work. We don't want anybody to come back and say, "It's going to cost
12 another \$150,000.00." Trustee Blackwell stated I heard the word "guaranteed." I think I
13 understand it was used in a generic sense, but then it does imply or connote that it is a final
14 yield from the guarantee part and the expectation is that we would not have any further cost
15 overrun. Sometimes that can happen too. Based on your consult, and you're working for us, and
16 everybody is out there, the subcontractor, et cetera, it appears that you have done your homework
17 to double-check what information they have given you, and done some independent examination
18 on your own to substantiate what they claim is the issue. And this happens. There are contracts
19 where there is cost overrun. Let's face it, this is not the first contract. It happens a lot. But what
20 we don't want to happen, of course, is to hear more about well, you are going to need to spend
21 another \$100,000.00 two-weeks from now. When we talk about the completion of a particular
22 contract and the closure of the whole deal, time is of the essence. Not just to get it done in a
23 hurry, but to wrap it up so we won't have any further liability for debt incurred as a consequence
24 of it. They can wrap this thing up in how many weeks after they start back up and this Board
25 says go?

26
27 Mr. Kenny stated I think they will be completely finished with the project and restored within
28 four-weeks of them being onsite. Trustee Blackwell inquired is there any downtime, because
29 Trustee Pennington indicated, and you had said as well, that they have like two-weeks off
30 because I know they have other jobs. I understand we are not the only job. And they have to go
31 with the equipment that they have and the supplies, et cetera. But are they going to go in and
32 complete this without any delays? Mr. Kenny stated yes. That is something I have talked to
33 Michels about. I let them know that once they're onsite performing the work that they are not to
34 leave until it's finished.

35
36 Village President Burke stated let me make a comment and then we have to move on here. One,
37 the vote, we are going to find out if people are in agreement that we should move forward with
38 \$131,000.00. I would ask, and just so you guys understand, Baxter & Woodman got paid x
39 number of dollars to do the upfront engineering, and another block of money to do the Project
40 Managing of this. The total amount for that was approximately \$125,000.00? Mr. Kenny stated
41 yeah, probably about \$120,000.00, \$125,000.00. Village President Burke stated what you see
42 here is this \$800,000.00 roughly. This thing is closer to almost a million. So, you go and look at
43 the scope, the time, and what we want more than anything is that we don't want to be messing
44 around with this. We want to get it over with. So, we pay you guys \$125,000.00, \$130,000.00 to
45 get this done. We are paying them \$800,000.00 and some dollars to make this a palatable
46 situation, and it's still under budget. Is that right, Betty?

47

1 Ms. Zigras stated the budgeted amount, including engineering, was \$880,000.00 for Fiscal 21.
2 We are in Fiscal 22. Village President Burke stated that he just meant the total project to get it
3 done. Ms. Zigras stated the entire amount that was budgeted was \$880,000.00 and it included
4 engineering.
5
6 Trustee Blackwell inquired how much are we at now with the increase if we go with this? Ms.
7 Zigras stated it is now at \$862,391.00. Mr. Kenny stated I can double-check the numbers of the
8 contracts. Trustee Blackwell stated let's presume we're \$125,000.00 for right now. Ms. Zigras
9 stated like President Burke said over a million.
10
11 Village President Burke stated here's the Motion I am going to read. The Motion basically is for
12 them to proceed. I think we need something else added to this that says we got to hold you guys'
13 feet to the fire, as well as holding Michels feet to the fire that they are going to get this done in a
14 certain amount of time and no additional costs. Trustee Blackwell stated I agree.
15
16 Trustee Finley stated but while we have your feet in the fire, know that your feet will also be
17 burned up if you do not make sure that we have high quality work all along the way. That's what
18 we're paying for. That's what we deliver to the Village. If something else comes up, or whatever,
19 there will be fire, and at the same time we need you to come forward as you have now, and said
20 there's a problem. Mr. Kenny stated completely understood, yes.
21
22 Trustee Blackwell stated yeah, because you are realigning the contract. We can add further
23 conditions. Even though the basis of the contract is the same, based on the money that we are
24 going to be spending, we could have the expectation that once they're onsite, that they stay
25 onsite until such time it is completed. And any further cost overrun, would be shared by Baxter
26 as well as by the contractor, and we would only be subject to 50% of any further cost overrun in
27 the event that there is any cost overrun. And that the work is guaranteed. Of course, the
28 completed work is. But we can't have any further surprises. It sounds like some of this should
29 have been scoped out prior to the job being really fully developed. I know that things do come up
30 that you can't anticipate. But we have to have some guarantees to protect us from further costs
31 because we are running over contract.
32
33 Village President Burke stated in the proposed Motion it says, "Not to Exceed \$131,000.00." I'm
34 adding something else that says, "And to be completed within six-weeks." Trustee Blackwell
35 stated yes, absolutely. They can live with that, then I can live with that.
36
37 Trustee White inquired can you share the video? Mr. Kenny stated the pre-lining footage, yeah, I
38 can get that out. I have to get it on a hard drive because of how big the files are. I can get that
39 delivered over to Jim in Public Works, or whoever that needs to be delivered to.
40
41 Trustee Blackwell inquired do we know for a fact that all those supplies are intact and currently
42 available, and nothing is subject to be ordered from China that's going to take six-weeks?
43
44 Village President Burke stated that we are time boxing it within six-weeks. They have to be
45 completed within six-weeks. Trustee Blackwell stated and no excuses that we don't have the
46 equipment. We need to know that. Can you assure us that they have all of the actual piping and
47 tubing, and whatever else they need to complete this job? Mr. Kenny stated sure. When I spoke

1 to Michels on Monday about the issue, they told me that Airy's, our subcontractor, had all of the
2 materials stocked in their yard for the project.

3 **Motion by Trustee Blackwell, Second by Trustee Oliver to Authorize the Village President**
4 **to Accept the Recommendation from Baxter & Woodman for Change Order #1 for a**
5 **Directional Drilling of PVC Force Main due to Restrictions in Lining from Pits 3 to 5 and 7**
6 **to 9 from Michels Pipe Services, dated September 2nd, 2021; and Further Authorize the**
7 **Village President to Execute the Agreement and to be Completed within Six (6) Weeks in**
8 **an Amount Not to Exceed \$131,212.49.**

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

10
11 Village President Burke stated that what we just did is passed it. There will be some other
12 paperwork around this whole thing to tighten it up verbiage wise. Mr. Kenny stated okay. Village
13 President Burke stated Victor, I'll ask you to help add that as a lawyer. Trustee Blackwell stated
14 yes, sure. Village President Burke stated we have to get the money thing out of the way so that's
15 authorized to do it. Mr. Kenny stated okay.

16
17 Trustee Finley stated you can tell Airy's to hold our stuff. We're coming. Mr. Landini stated
18 we'll speak with them and get everything moving. Trustee Blackwell stated and Trustee Finley,
19 if you and I need to talk just to tweak stuff based on what the President said, we can do that
20 afterwards. But we need to move forward with the authorization.

21
22 **Recommendation to Accept the Bid Award for the Road Re-surfacing Program to K-Five**
23 **Construction as Submitted by Baxter & Woodman Engineering** – Mr. Landini stated the next
24 thing I have before you is a recommendation to accept the bid award for the road re-surfacing
25 program to K-Five Construction. You have the recommendation to award from Baxter &
26 Woodman. I have not worked personally with K-Five Construction. I do know that they are a
27 high-quality firm. Baxter & Woodman has worked with them in the past. They've been
28 responsive to several different requests from them. Our recommendation is for the amount of
29 \$1,027,856.15.

30
31 Trustee Oliver stated I read the actual description and saw the map. I wasn't clear about the
32 swale repair. Where exactly are those? Mr. Landini stated you saw the map. That map was in the
33 latest newsletter. And the map that's in your packet, that's the map of what we're doing. The
34 swale work along there is anywhere as necessary for continuous flow of stormwater. It's not
35 specifically spelled out on that map. That map that you have is the project locations. Along that
36 entire route, not every swale will be regraded, because they are already in good working
37 condition, but the engineers have already shot the grades and know what sections need to be
38 regraded, if there is any bad pipe in the ground, any bad manhole structures that need to be
39 rebuilt. That's all along the project. It will be done at the same time as the road re-surfacing.
40 We're talking several thousand feet of swale repair and restoration that are going into here. For
41 the most part, along that entire path you're going to see restoration along the sides of the roads
42 and to our structures.

43
44 Ms. Zigras stated that in the budget under Capital Projects, we had budgeted for Fiscal 22,
45 \$700,000.00 for street repairs and \$100,000.00 for the swales. That puts us \$200,000.00 over
46 budget. I believe Jim added this up, and most of that overage on the budget is due to the swale
47 repairs. Mr. Landini stated yes. Ms. Zigras stated which is coming in at \$300,000.00. We did

1 receive this week \$325,000.00 from the American Rescue Plan Funds. The first was
2 \$325,000.00, of which we can use. One of the programs that can be invested in, is to invest in
3 water and sewer infrastructure, and managing and treating stormwater, or subsurface drainage
4 water is one of the projects. We can use those funds towards that project if we need to.

5
6 Trustee Finley inquired of Mr. Landini are any of the swales that you are going to be working
7 through here, are any of those blocked off by homeowners who simply decided to have nice
8 looks? Mr. Landini stated yes. There are definitely some that are filled in to where the front of
9 their house is level. Those ditches will get re-established. And at no fault most likely of the
10 current homeowner. He stated from everything that he has seen in this town, a lot of that stuff
11 was filled in years and years ago. Everything will be re-established the way it was designed to.
12 This will have a significant impact on our stormwater system. As I expressed the other times that
13 I have mentioned this project, it's not only that we're going after the worst roads first, but the
14 first part of the project was a combination of degrading roads and bad drainage. Our worst areas
15 in both those regards are being addressed and hopefully continuing from year-to-year in the
16 future.

17
18 Trustee Blackwell stated may I add a caveat to your project? I know this is going to happen. It is
19 going to take place based on all the stuff we've been hearing, and seen, and not seeing. Before
20 you exercise the right to go on the property, through legal right to actually go up to the drain part
21 even where people consider their property, but you have a premise to go. Mr. Landini stated it's
22 the right-of-way. Trustee Blackwell stated you have a right-of-way entry. Are you going to
23 notify these people? Because we would not want folks to be caught off guard and say, "What are
24 you doing digging a hole in my front yard?" Mr. Landini stated correct. Any property that is
25 going to have swale regrading where there is going to be physical work off of the street on that
26 property, yes, we are going to do ample notice to those residents. That's what I'm going to have
27 to get from you guys, is once it's all laid out what the specific addresses are so then us, along
28 with contractors can give notification. I'm not talking day before notification. Give a good lead
29 time. People are going to have to plan for vehicles coming in and out of their driveways.
30 Especially when you are doing road projects, there is a lot of signage and dates that will be going
31 to each section ahead of time.

32
33 Village President Burke stated I just want to put something on the table for you guys so we are
34 all in agreement on this. Sandra is the Public Works Liaison. I'm adding a couple people to a
35 committee that's going to have responsibility for ensuring that all these little details like this are
36 included. One of which you are going to see later on. I have two other people that I am putting
37 on that committee which we don't have in existence today. Part of their job is to make sure that
38 all the i's are dotted and t's are crossed, and make sure we don't have any issues. The other thing
39 I would like for them to be able to do is to work with the contract to make sure things like dates
40 are met, the MWBE stuff is met, to make sure that we have all the extra little things around it
41 tied up and included in the contract so that we won't have issues, as well as insurance bonds to
42 make sure that people know that they have to get this done by a certain time and they have to
43 meet all these requirements. Her committee is going to be responsible for working with Jim and
44 Baxter & Woodman to make that happen.

45
46 Trustee Finley stated I am looking forward to the committee because I attended the bid opening
47 for this project and noted that the DBE, the Disadvantage Business Enterprise requirement was at

1 least technically there. And then I went further to find out who were they. That's not part of what
2 this normal process would cost, but I know we care going on. I also think the committee will
3 help bring the perspective of the resident, which I know is what Stoney wants to happen here.
4 The perspective of the resident becomes involved in the planning so it is not relegated to simply
5 being the complaint from people whose voices we didn't reach as soon as we could have. Trustee
6 Blackwell stated I am glad you are on top of that.

7
8 Village President Burke stated Mike, I am going to ask you guys, you are our engineering firm,
9 this committee it kind of speaks for the Board. But the committee is giving a voice to the public
10 to make sure we don't have any issues. This problem with Graymoor is as much a public
11 relations thing as a finance thing because everybody thought it was going to be done. We don't
12 want any more boo-boos because somehow, we dropped the ball on something. Sandra is very
13 good at communication type stuff. We just want to codify that stuff and make sure it is in the
14 contract. We don't want somebody to say, "Oh, IDOT says this, when IDOT said what we said is
15 something different." They are the minimum. We want to go above and beyond what the state
16 says. The state knows how to get around crap and do what they want to do.

17
18 Mr. Landini stated part of the bidding requirement for this project was a completion date of I
19 believe, mid-November. The companies that bid on this project they have an understanding of
20 that. That will be for all the roadwork and swale work. Because of the timeframe going into
21 winter, the full restoration of sod and seed will be completed in the spring. This is exactly what
22 we did in the Suburban Woods Subdivision when we resurfaced and did the swales in that
23 subdivision. That project ended right around early November. And then the full restoration came
24 in spring to allow everything to grow best in the swales there. Just so you guys have an
25 understanding of the timeframe right now in this project. Upon an acceptance of this bid, we'll
26 be able to put those things into the contract that gets drawn up.

27
28 Trustee Blackwell stated I think Trustee Finley is acutely aware that we should phrase any
29 newsletters with anticipated date or expected date, because people do get locked in on these
30 dates. And they are like, "Why didn't you get it done?" So, expected date assuming everything
31 flows. We do have an easement to go on to that property. Mr. Landini stated yeah, our right-of-
32 way extends in various areas 15 to 20-feet.

33
34 Trustee Finley inquired do we have anything that keeps people, maybe new owners, from
35 blocking up the swales to do nice landscaping? Trustee Blackwell stated that's a PR measure.
36 Village President Burke stated we send out on a regular basis telling people they're not suppose
37 to do that. Mr. Landini stated we have it on our website as well. We have sent it out several times
38 in the newsletter. It's something that wasn't enforced in the past. Reggi aggressively enforces
39 anything that he sees that is impeding swales, or something that a homeowner has done. A
40 couple of times a year for the newsletter I give proper maintenance of the swales that residents
41 should be doing, like keeping it free and clear, keeping the integrity of the grade the same, and
42 do not fill it in, all those kinds of things. That's kind of an annual communication. As a Village,
43 we are enforcing this when years and years ago before any of us were here that wasn't enforced.

44
45 Trustee Oliver inquired is there a penalty as part of this enforcement? Mr. Landini stated he is
46 not sure if there is a dollar amount attached to that through Code Enforcement or not. I believe, it
47 is at the cost of the resident if they do something that impedes our waterway. They have to

1 remove it. That is the enforcement that Reggi would be going to. Say somebody put in all new
2 landscaping in the middle of one of our swales and Reggi goes out there, they have x amount of
3 time to remove what they just put in because of what the Village requires.

4
5 Trustee Blackwell stated it's best to be preventive and communicative with notice and
6 cooperation. We have to sell the project and make it amenable and appeasable to people so they
7 can understand it is to improve their property. A lot of swales have been loaded with dirt, my
8 neighbors. I've seen it. They don't even have a concept as to why that was open before. Trustee
9 Pennington stated just come in Graymoor. Trustee Blackwell stated they think they are filling in
10 a hole. You just clogged up the whole system and caused drainage and backup in people's
11 basements. Mr. Landini stated which is why we have that communication. It is on the website.
12 There could always be more communication. Trustee Blackwell stated in a nice way to make
13 sure everybody is protected.

14
15 Trustee Finley stated I don't know that we need to communicate in a nice way, but we can make
16 it an important way. She stated that when she thinks about these blockages in the swales, they are
17 like clots in the circulatory system of the water of the Village. Nobody should want to be
18 responsible for creating a clot in the circulatory system.

19
20 Trustee Blackwell stated so long as they know that's the case. I don't think they know. You have
21 to inform them.

22
23 Trustee White stated that you said the information is on the website. I think collectively, we all
24 have to stop making the assumption that everybody in the Village goes to the website. I think
25 collectively, we all need to do a better job of being proactive. It is a false assumption that
26 residents are going to the website looking for what we want them to know. Trustee Blackwell
27 stated that's true.

28 **Motion by Trustee Oliver, Second by Trustee Finley to Accept the Recommendation from**
29 **the Village Engineer Baxter & Woodman, and Award the Road Re-surfacing Program to**
30 **K-Five Construction Corporation in an Amount Not to Exceed \$1,027,856.15.**

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

32
33 **Resolution #2021-08 – A Resolution to Approve a Construction Engineering Services**
34 **Agreement for the Road Re-surfacing Program Between the Village of Olympia Fields and**
35 **Baxter & Woodman Engineering** – Mr. Landini stated the next two items go hand-in-hand
36 with the Road Program. It's Resolution #2021-08 – A Resolution to Approve the Construction
37 Engineering Services for the Road Re-surfacing Program between the Village of Olympia Fields
38 and Baxter & Woodman. That is in the amount of \$71,441.00.

39 **Motion by Trustee Blackwell, Second by Trustee Oliver to Approve Resolution No.**
40 **2021-08, A Resolution to Approve the Construction Engineering Services Agreement for**
41 **the Road Re-surfacing Program Between the Village of Olympia Fields and Baxter &**
42 **Woodman Engineering from the MFT Fund in an Amount Not to Exceed \$71,441.00.**

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

44
45 **Resolution #2021-09 – A Resolution to Approve a Design Engineering Services Agreement**
46 **for the Road Re-surfacing Program Between the Village of Olympia Fields and Baxter &**
47 **Woodman Engineering** – Mr. Landini stated the final thing that I have to go with this project is

1 a Resolution to approve the Design Engineering Services Agreement for the Road Re-surfacing
2 Program in the amount of \$52,800.00.

3 **Motion by Trustee Blackwell, Second by Trustee Pennington to Approve Resolution No.**
4 **2021-09, A Resolution to Approve the Design Engineering Services Agreement for the Road**
5 **Re-surfacing Program Between the Village of Olympia Fields and Baxter & Woodman**
6 **Engineering from the MFT Fund in an Amount Not to Exceed \$52,800.00.**

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

8
9 **TRUSTEE LIAISON REPORTS:**

10
11 **Planning & Zoning Commission/Human Resources – Trustee Blackwell –**

12
13 **Planning & Zoning** – Trustee Blackwell stated for the Planning & Zoning Commission, I want
14 to thank Bill Pennington for stepping in for me at their last meeting. I was out of town and he
15 stepped up to handle that. It looks like all went well with that meeting of the Planning
16 Commission.

17
18 We will probably get an update on any RoseHeart litigation that may be out there in terms of
19 settlement offers and so forth. We will wait to hear from Attorney Murphey, our Village
20 Attorney, before we make any pronouncements or announcements in terms of where we are with
21 that as it goes to the President and then to the Trustees for any consideration of settlements.

22
23 **Human Resources** – Trustee Blackwell stated insofar as HR, we do have a new Chair who will
24 be chairing the committee. I look forward to working with Miss Monica Chambers who has
25 extensive experience in HR. We’re looking to move forward with some interesting things.

26
27 We also have consideration and the presentation of a new Village Administrator that is being
28 considered by the Board of Trustees that the President has presented to us. We have since voted
29 and approved his hiring under the contract that was presented. We do have a new Village
30 Administrator coming onboard. Cindy, who has done an excellent job for us, will be working
31 with that Administrator, Napoleon Haney. He will have some time to get acclimated to what
32 Cindy does. We are looking forward to his presence.

33
34 Village Administrator Saenz stated that the plan is that he will shadow with me next week, and
35 probably a few days the following week. He is going to let me know his availability.

36
37 **Public Works/Beautification Committee – Trustee Finley –**

38
39 **Beautification Committee** – Trustee Finley stated I want to remind everybody that the 50/50
40 Tree Order deadline is September 27th at noon. Anybody who has not applied and wants to apply
41 for that particular program, you pay 50% and we pay 50%, you need to get it done. The
42 information was sent to the HOA Presidents about this. It’s on the Village’s website as well.

43
44 We received a tree donation from the Morton Arboretum.

45
46 **Public Works** – Trustee Finley inquired of Mr. Landini if he talked about Marathon Court. Mr.
47 Landini stated no, he did not. It’s kind of a Public Works/Beautification Project. Marathon Court

1 and Woodstock Court both have islands in the middle of those courts that were severely
2 degraded just through settlement, large vehicles turning and creating ruts in there. A lot of
3 standing water killed the shrubs and grass in there. Terrance and I took a look at them. Thought
4 about what we can do. We put large decorative landscape boulders around the perimeter. We
5 leveled and domed the islands so the water runs off where it is supposed to and planted new trees
6 in those islands and seeded everything. They are fully reconstructed and serve a function. It
7 brings a little bit of beauty to the homes that are in those cul-de-sacs. Going forward from
8 year-to-year, it kind of hit us that this is something that we should probably plan on and start
9 looking through the rest of the Village. These two were definitely the worst. I think they turned
10 out really well. They are on Marathon Court and Woodstock Court if anybody would like to take
11 a look at them.

12

13 **Public Safety/Police Pension – Trustee Oliver –**

14

15 **Public Safety** – Trustee Oliver stated that the Public Safety Committee has suffered from
16 summer absences and for the last couple of months we have not met. We lost two of our
17 Committee Members: Robert Dawson and Geraldine Tyler. We will be looking for a couple of
18 new members.

19

20 One take away that I wanted to bring up at the last meeting, was that the Public Safety
21 Committee wishes to move forward with a Community Forum on Public Safety. We've already
22 got the buy-in, or the agreements with Chief Springer from the Chicago Heights Fire
23 Department, and our own Chief of Police, and the CEO of the Better Business Bureau who was
24 going to help provide residents with some public safety issues. The planning is still in its infancy
25 because we have yet to figure out in COVID whether or not we can still try to do it virtually. A
26 lot could be said that people would benefit more in person. That's one of the big issues that the
27 committee will have to come to a resolution about. We are planning a Public Safety Workshop in
28 the near future.

29

30 I believe, Chief Morgan spoke about this at the last meeting, but did not say much about it this
31 time, but we have interviewed some new officers. They look pretty promising. We are excited
32 about that. This coming Monday, Trustee Blackwell and I will be joining the Police Department
33 in interviewing some lateral officers. We hope to provide the names of some new officers
34 coming onboard soon.

35

36 **Police Pension Board** – Trustee Oliver stated as far as the Pension Board, I have no report for
37 that tonight.

38

39 Village President Burke inquired of Ms. Zigras what date the gentleman is coming out from the
40 Police Pension Board. Ms. Zigras stated the November 17th Board Meeting we will have the
41 actuary and the auditor. Village President Burke stated we are going to have the actuary for the
42 Police Pension Board, and we are going to have Sergeant Lopez come and give an update. We
43 had a meeting the other day with Willis, Cindy, Betty, and I with the actuary. Some very good
44 news came out of that. Our fund is better than anticipated. Let's just put it that way. Trustee
45 Pennington stated it's in excellent shape right now.

46

47

1 **Finance/Building Department – Trustee Pennington –**
2

3 **July 2021 Financial Statements** - Trustee Pennington stated I am presenting the financial
4 results of Revenues and Expenses for the period ending July 31st, 2021. He stated starting with
5 the General Fund, General Fund Revenues for this period exceeded Budget Projections by
6 \$92,059.00, or 8% favorable to projections. Our Budgeted Revenue for this period was
7 \$1,116,621.00. We realized actual revenues in the General Fund of \$1,208,680.00. Gains in
8 Sales Tax Revenue, Local Use Tax, Municipal Fuel Tax, Real Estate Taxes, and RedFlex
9 collections were the contributing factors to this positive position. General Fund Expenses were
10 also favorable to Budget Projections by \$162,676.00, or 14% favorable to plan projections.
11 Budgeted Expenses for the period were \$1,144,911.00, while actual incurred expenses were
12 \$982,235.00. When we compare total revenues to total expenses, we have an operating surplus in
13 the amount of \$254,735.00 for this period. The overall impact to the General Fund Budget is a
14 fund surplus in the amount of \$254,735.00.
15

16 Trustee Pennington stated with respect to the Water Fund, water revenues for the period were
17 unfavorable to Budget Projections by \$90,429.00, or 16% unfavorable to Budget Projections.
18 Water revenue for this period was budgeted at \$560,414.00, while actual realized revenue was
19 \$469,985.00. Water Fund expenses for this period were favorable to Budget Plan by \$4,042.00,
20 or 1% of plan. Budgeted expenses for this period were \$465,491.00, while actual incurred
21 expenses were \$461,450.00. When we compare total revenues to total expenses, we have an
22 operating deficit in the amount of \$86,387.00 for this period in this fund.
23

24 Trustee Pennington stated with respect to the Sewer Fund, sewer revenues for this period were
25 unfavorable to Budget Plan as well by \$9,975.00, or 2% of Budget. Our revenue operating
26 Budget for the period was \$401,100.00, while actual realized revenues were \$391,121.00. Sewer
27 expenses were favorable to Budget by \$54,975.00, or 14% of plan. He stated that \$346,307.00
28 was budgeted for the period. The Village incurred \$291,332.00 in actual expenses. This resulted
29 in an operating surplus in the amount of \$44,996.00 in the Sewer Fund. The overall impact to the
30 Sewer Fund Budget is a surplus \$44,996.00.
31

32 Ms. Zigras stated that the Water Fund and the Sewer Fund both have operating surpluses. The
33 Water Fund is an \$8,536.00 actual surplus. It's unfavorable to Budget by \$86,000.00. We do
34 have a surplus. Trustee Pennington stated thank you for that correction.
35

36 Trustee Blackwell stated I have a question for you and Betty. I'm just trying to understand. You
37 are saying "favorable and unfavorable, and budgeted." There are shortages coming in on the
38 water is what you are saying for this quarter, or for this month? Ms. Zigras stated its year-to-date
39 through July. These are July Financials. Ms. Zigras stated the first quarter. It's May, June, July,
40 so it's the first quarter. Trustee Blackwell stated when you say, "budgeted," that means that's
41 what you expected to expect. Ms. Zigras stated we expected to see revenues, \$560,000.00 in the
42 first three-months. We have seen revenues of \$469,000.00. We are short by \$90,000.00. The
43 actual revenues are on a cash basis. When I look at the billing registers, we are billing right on
44 par with the Budget. We are a little short when it comes to receivables. Our receivables are
45 higher than what we would expect. Trustee Blackwell inquired is that because people aren't
46 paying the bill? Ms. Zigras stated exactly. We are hoping that things will get turned around. I

1 think we've seen a correction. They were just late in paying their bills. We started shutoffs last
2 month. Trustee Blackwell stated so you are on a cash basis. Ms. Zigras stated we are on a
3 month-to-month basis, but at year-end we accrue it. We switch off. We go from cash to accrual.
4 Trustee Blackwell stated thank you.

5
6 **Park District/Library Board – Trustee Watkins –**
7

8 **Library Board** – Village President Burke stated that Trustee Watkins had to leave and he will
9 give her report. The Olympia Fields Library Board did not meet in August. The next Library
10 Board Meeting will be in person, held at the Village Hall on Thursday, September 22nd, 2021, at
11 7:30 P.M. They are now having their meetings here. They use to be down at the Old Village
12 Hall.
13

14 **Park District** – Village President Burke stated that the Park District will be having a Garage
15 Sale in the park this Saturday, September 18th, 2021, from 8:00 A.M. to 1:00 P.M. Participation
16 is free. If you want to sell any items, the fee is \$10.00 for residents and \$14.00 for non-residents.
17 The fee is \$20.00 for vendors.
18

19 **One-Hour Walk with a Doc** - The Park District will begin a one-hour “Walk with a Doc” on
20 Thursday afternoons starting September 30th through November 4th, 2021. The one-hour walk
21 will begin with a brief health talk by a physician or a member of the clinical staff.
22

23 **Lifeline Screening** - Lifeline Screening will be in our community on Monday, October 11th,
24 2021, at the Olympia Fields Park District at the Barn. They will be offering five screenings for
25 \$139.00. You can register by calling 1-866-229-0469, or go online at
26 www.lifelinescreening.com/communitycircle.
27

28 **Educational Commission/Community Relations Commission – Trustee White –**
29

30 **Educational Commission** – Trustee White stated the Educational Commission did not meet in
31 August. The Educational Commission will be meeting this upcoming Tuesday. As it relates to
32 the Educational Commission initiative that has been undertaken to help support an IncubatorEdu
33 District 227, I've been working pretty closely with the teacher that's leading the program for the
34 District, Mr. Mike Archbold. We have the organization setup with his website. It's LinkedIn and
35 Facebook Page. More importantly than that are the mentors, coaches, and Board Advisors that
36 we have started to get lined up. I want to take some time to thank Trustee Finley who helped us
37 get a commitment from Mr. Reginald Miller who is a Vice President with McDonald's. I think
38 it's also noteworthy that within the last week I've gotten verbal commitments from a gentleman
39 that happens to be to-date in U.S. History, the only and first African-American President of a
40 major U.S. Cruise Line. He has been on the cover of Black Enterprise and a number of other
41 magazines. I have a verbal commitment from him. I've gotten a couple of other commitments.
42 We are just trying to get those folks lined up with the program curriculum that we've got
43 scheduled.
44

45 **Community Relations Commission** – Trustee White stated the Community Relations
46 Commission did not meet in August. We have a meeting scheduled for October 4th. We are going
47 to be coordinating with HOA Presidents and other local leaders. I am going to be doing a formal

1 invitation to Dr. Johnnie Thomas and members of the District 227 School Board to better
2 understand what their plans are in terms of improving the safety, reputation, and so forth as it
3 relates to the schools, and specifically how it pertains to Olympia Fields.
4

5 Village President Burke inquired if everybody saw the video that was on Channel 32. This is
6 needed because we are having some issues over there. We need to try to get out ahead of that by
7 meeting with the School Board and with Dr. Thomas.
8

9 Trustee Blackwell stated if you need any help, let us know. Trustee White stated yeah, this is
10 open for suggestions. I would prefer not to send it with my name on it. I think it would be better
11 if we were to say “the Board would like to have.” Trustee Blackwell stated let us see it, and then
12 we can decide whether we want to sign off on it. Trustee White stated I’ll get the letter drafted.
13 Village President Burke stated when you say “Board,” you mean this Board? Trustee White
14 stated yes. Village President Burke stated it should be the Commission first. Trustee Blackwell
15 stated go with your Commission. That would be appropriate. Village President Burke stated that
16 we don’t want to have the Board wanting this, driving this. This is Commission stuff. That
17 doesn’t mean that we can’t sit in on it. Trustee White stated okay.
18

19 **MISCELLANEOUS REPORTS:**
20

21 Trustee Oliver stated that he wanted to piggyback on something that was brought up earlier
22 regarding the Tall Grass Arts Committee, and the signs that have been promoting that activity for
23 both Saturday and Sunday. The person who is spearheading that, Janet Muchnik is a resident of
24 Olympia Fields. Village President Burke stated that she lives down the street from me in The
25 Greens. She is the former Village Administrator for Park Forest.
26

27 Trustee Oliver stated I called her because I saw the signs. I wondered what the hours were on
28 this. She gave me ample information about two of the artists who live in Olympia Fields. They
29 would really appreciate having Village Board presence either Saturday and/or Sunday. The hours
30 are 10:00 A.M. to 5:00 P.M. They have jazz music, and Latin music on Saturday, and folk music
31 on Sunday. She is really trying to encourage the Board to attend.
32

33 Village President Burke stated the problem here, is that we didn’t find out about this until late.
34 They need to do a better job of promoting something. If they have not talked to us about it, they
35 are kind of late on getting it to us. Right now, I can’t tell you the hours. The signs they put up
36 don’t even have where it is.
37

38 Trustee Oliver stated it’s in Park Forest. It’s right behind the Village Hall. Village President
39 Burke stated the point that I am trying to make is that it is this weekend. Did we get anything in
40 writing from them? Village Administrator Saenz stated that Janet sent a letter asking if they can
41 put the signs out. She does mention the date. It does not mention the time. Village President
42 Burke inquired do they have a website? Village Administrator Saenz stated yes, there is “Tall
43 Grass Arts” at the top. Village President Burke stated the Tall Grass place it’s a playhouse. I will
44 talk with Cindy. Village Administrator Saenz stated the newsletter went out a couple of weeks
45 ago. Trustee White stated if you could get it to me, there are a couple things I could do to try to,
46 at least, get something out there. I don’t have anything. Village President Burke stated we don’t
47 have anything either. All we have is the letter with the dates. Trustee White inquired is their

1 contact information on there? Village Administrator Saenz stated yes, she has a phone number
2 up here. It's in your Board Packet.

3

4 **OLD BUSINESS:**

5

6 **IT Consultant Update/Recommendation** – Village President Burke inquired do you guys have
7 anything you want to report, or do you want to wait until the next time? Trustee White stated that
8 he wanted to wait until the next Board Meeting.

9

10 Trustee Oliver inquired on some of the bills that we had \$1,000.00 that we paid from the
11 Beautification Committee to the Lakes of Olympia Condo Association, are they the only ones
12 who applied for that grant? Village President Burke stated there was a number of people that
13 filed that. Trustee Oliver stated I only saw one in this bill cycle. Village President Burke stated
14 there have been checks written to multiple homeowner's associations already. They were just
15 late applying.

16

17 Trustee Finley stated what is notable, is this is not the first time that the Lakes of Olympia have
18 applied to the Beautification Committee grant. That's good.

19

20 **PUBLIC COMMENT:**

21

22 Village President Burke stated that no one submitted any Public Comments.

23

24 **RESIGNATIONS AND APPOINTMENTS:**

25

26 **Appointment – Stephanie Mills as the Village Clerk –**

27

28 **Appointment – Stephanie Mills to the Community Relations Commission** – Village
29 President Burke stated that you have in your packet write-ups and applications from two
30 residents who have agreed to work on Committees. The first one is Stephanie Mills who lives
31 over in the Traditions. She is in the medical business. A healthcare account manager with an
32 MBA. She has a Bachelor of Science Degree in Business Administration. She has agreed to take
33 the job as the Village Clerk. She is a very accomplished person. She's like Napoleon is. She's
34 very articulate. She's very engaging. All of you will really like her. She told me that she would
35 take on both jobs. Her husband's name is Brady. We would like to have some people from over
36 there in that neighborhood be involved. We want to get people from all over the Village.

37 **Motion by Trustee Oliver, Second by Trustee Pennington to Approve the Candidacy of**
38 **Stephanie Mills as the Appointed Village Clerk Setting Forth a Salary Stipend of \$2,500.00**
39 **Annually; and also, to Approve the Candidacy of Stephanie Mills to the Community**
40 **Relations Commission (CRC) for a Two-Year Term Ending in 2023.**

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

42

43 **Appointment – Jennifer Terranova-Beasley to the Public Works Committee** – Village
44 President Burke stated the next one is Jennifer Beasley over in Graymoor. She currently works
45 for the Department of Homeland Security. Jennifer is kind of a no-nonsense person, and is really
46 serious about everything that she does. She is one of the people that helps on the Community
47 Relations stuff over in Graymoor. When I talked to her this weekend, they had a Taco and

1 Tequilla Event for the subdivision. They have these events all the time. I think she will be a great
2 addition. Carl knows her.

3 **Motion by Trustee Pennington, Second by Trustee Oliver to Approve the Candidacy of**
4 **Jennifer Terranova-Beasley to the Public Works Committee for a Two-Year Term Ending**
5 **in 2023.**

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

7

8 **ADJOURNMENT:**

9

10 **Motion by Trustee Pennington, Second by Trustee Finley to Adjourn the Board Meeting at**
11 **9:13 P.M.**

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

13

14 Respectfully submitted by Faith Stine.

15

16

17

18