

**MINUTES
CITY OF DARIEN
SPECIAL MEETING
MUNICIPAL SERVICES COMMITTEE MEETING
July 5, 2011**

PRESENT: Alderman Joseph Marchese - Chairman, Alderman Halil Avci, Alderman Ted Schauer, Dan Gombac-Director, Elizabeth Lahey-Secretary

ABSENT: None

OTHERS PRESENT: Ms. Karen English, President, Reflections at Hidden Lake Homeowners Association
Ms. Catherine Griffin, Vice President, Reflections at Hidden Lake Homeowners Association
Mr. Tom Belczak, President Darien Swim & Racquet Club

Chairperson Marchese called the Municipal Services Committee Special Meeting to order at 6:07 p.m. at City Hall – City Council Chambers, Darien, Illinois and declared a quorum present.

MEETING:

A. Variation – 1806 Holly Avenue – to reduce the required rear yard setback from 30 feet to 25 feet for a room addition.

Mr. Daniel Gombac presented the staff report. He stated that the petitioner is seeking a variation to reduce the required rear yard setback from 30 feet to 25 feet to allow the petitioners to construct a 12' x 16' addition extending 12' from the rear of the home.

Mr. Daniel Gombac reported that the PZC met and voted in favor of the petition.

Chairperson Marchese stated that the City encourages improvements to the homes in Darien.

Alderman Avci questioned if the neighbors were notified.

Mr. Dan Gombac, Director reported that after the petitioner completes the required forms that nearby residents are notified by mail and that a sign is posted in front of the property.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci that based upon the submitted petition and the information presented, the request associated with PZC 2011-05 is in conformance with the standards of the Darien City Code and move that the Municipal Services Committee recommend to the City Council approval of the petition as presented.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

B. Resolution – Authorize the purchase of one new 2012 International truck from Prairie/Archway International Trucks Inc. in the amount of \$67,825.00.

Mr. Dan Gombac, Director presented the staff report. He stated that the resolution authorizes the purchase of a 2012 International Model 7400 SFA 4x2, 9-ton cab and chassis from Prairie/Archway International Trucks, Inc in the amount of \$67,825.00. Mr. Gombac informed the Committee that the proposed vehicle is a replacement and provided a summary of the existing conditions of the truck and the need for replacement. The vehicle is being purchased through the State of Illinois, Central Management Services joint purchasing program.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci AUTHORIZING THE PURCHASE OF ONE NEW 2012 INTERNATIONAL MODEL 7400 SFA 4 X 2, 9 TON, CAB AND CHASSIS FROM PRAIRIE/ARCHWAY INTERNATIONAL TRUCKS INC. IN THE AMOUNT OF \$67,825.00.

Please note the agenda memo had a transposed figure in the amount of \$67, 825 and should have been \$67,285.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

C. Resolution – Rejecting all sealed bids for the purchase of Equipment Package – consisting of a dump body, hoist, body options, lighting accessories, hydraulics, controls, snow and de-icing equipment for the 2012 International Model 7400 SFA 4 x 2, 9-ton cab and chassis.

Mr. Dan Gombac, Director presented the staff report. He stated that the resolution rejects all the sealed bids for the purchase of the Equipment Package.

D. Resolution – Accepting a proposal from Auto Truck Group for the purchase of Equipment Package – consisting of a dump body, hoist, body options, lighting accessories, hydraulics, controls, snow and de-icing equipment for the 2012 International Model 7400 SFA 4 x 2, 9-ton cab and chassis in the amount of \$82,288.00.

Mr. Dan Gombac, Director presented the staff report. He reported that specifications were sent out and only one vendor submitted what the City had requested and were \$12,000 higher than the lowest bid. He further reported that staff reviewed the bids and determined that only one bid was the responsive bid and the highest bid. The difference between the highest bid and lowest was approximately \$12,000. Staff had reviewed the lowest bid and met with the vendor to provide further specifications. Upon review, it was determined that the lowest priced vendor had met or exceeded the specifications. Mr. Gombac stated that since the bid called out for certain items, staff recommends that the bids be rejected and that the City accept the proposal from Auto Truck Group

Alderman Schauer questioned if the City has done business with Auto Truck Group.

Mr. Gombac reported that the City has done business with all three vendors including Auto Truck Group and that they are undercutting their price to get the City's business. He further reported that he spoke with the City Attorney John Murphey and that he did not see any legal issues.

Alderman Avci questioned who reviews the sealed bids and were mistakes made on the bid specifications.

Mr. Gombac stated that he and two others from public works review the bids. He further stated that there were no mistakes on the bid specifications and that staff rejected the bids because there are different companies that make different components.

Alderman Avci questioned why the bid specifications were not more general.

Mr. Gombac stated that staff created the exact specifications of what the City presently has in its fleet and was purchased two years ago. The staff had an obligation to review the potential of a saving \$12,000.

The staff also requested the responsive, highest bidder, Lindco Inc. to review their bid for additional discounting. The vendor submitted an adjusted price, and was approximately \$4,000 more than the lowest priced vendor, Auto Truck Group. The lowest price vendor also agreed to supply an additional tailgate to accommodate the brush chipping operation and an upgraded snowplow at no additional cost.

Alderman Avci stated that he was concerned that there may be legal issues. He also stated that the way the bid evaluation process was handled was highly unprofessional.

Mr. Gombac stated that this was discussed with the City Attorney. He stated that because of the Home Rule that the City does not have to go out for bid. The City has also gone out to competitive bid as a best management practice. He further stated that it is staff's responsibility to recommend equipment needs to the Council. He questioned who else should be overlooking the three bids besides staff.

Alderman Avci questioned if the City Administrator reviews the bids.

Mr. Gombac stated that the City Administrator agrees with staff and that there was discussion with Mr. Vana regarding staff's recommendation.

Alderman Schauer stated that the City has rejected bids in the past in the best interest for the City.

Chairperson Marchese and Alderman Schauer stated that they did not see this as a problem.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Marchese (1) APPROVING A RESOLUTION REJECTING ALL SEALED BIDS FOR THE PURCHASE OF EQUIPMENT PACKAGE-CONSISTING OF A DUMP BODY, HOIST,

BODY OPTIONS, LIGHTING ACCESSORIE, HYDRAULICS, CONTROLS, SNOW AND DE-ICING EQUIPMENT FOR THE 2012 INTERNATIONAL MODEL 7400 SFA 4 X 2, 9 TON, CAB AND CHASSIS, and (2) APPROVING A RESOLUTION ACCEPTING A PROPOSAL FROM AUTO TRUCK GROUP FOR THE PURCHASE OF EQUIPMENT PACKAGE-CONSISTING OF A DUMP BODY, HOIST, BODY OPTIONS, LIGHTING ACCESSORIES, HYDRAULICS, CONTROLS, SNOW AND DE-ICING EQUIPMENT FOR THE 2012 INTERNATIONAL MODEL 7400 SFA 4 X 2, 9 TON, CAB AND CHASSIS IN THE AMOUNT OF \$82,288.00.

Upon voice vote, THE MOTION approving the two resolutions CARRIED unanimously 3-0.

E. Resolution – Accept a proposal from D. Ryan Tree & Landscaping LLC for emergency tree removal and stump grinding in an amount not to exceed \$15,000.00

Mr. Dan Gombac, Director presented the staff report. He stated that the current budget includes funds for hazardous tree removals and stump grindings. He further stated that City staff requested proposals for hazardous tree removals and recommends utilizing the awarded vendor to remove trees due to equipment restrictions.

Alderman Schauer questioned how many trees have been identified.

Mr. Gombac reported that presently there is only one but that staff may run into more of these.

Alderman Schauer stated that this should have been on the agenda last year. He stated that he was concerned if \$15,000 will take care of the problem. Mr Gombac informed the Committee that this item for hazardous removals is the first time that funding was appropriated in the 11/12 Budget. Typically, the City has a contract in place that runs throughout the year under a trimming program and includes pricing for hazardous removals. Due to budget reductions, the trimming program was not funded last year. This year's budget calls for a tree trimming program and the contract will be forwarded for consideration to the Committee by December for work to commence in February 2012.

There was no one in the audience wishing to present public comment.

Alderman Avci made a motion and it was seconded by Alderman Schauer ACCEPTING A PROPOSAL FROM D. RYAN TREE AND LANDSCAPING LLC FOR HAZARDOUS TREE REMOVALS AND STUMP GRINDING AT A PER UNIT COST NOT TO EXCEED \$15,000.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

F. Resolution – Authorizing the purchase of 105 sets of new Banner Brackets, Poles and Hardware form MVP Visuals in an amount not to exceed \$7,818.75.

Mr. Dan Gombac presented the staff report. He stated that the proposed banner brackets would replace the existing system which is approximately 15 years old. He further stated that the parts for the existing system are no longer available and that the proposed bracket system is more

flexible and can withstand high wind conditions. Mr. Gombac reported that three vendors were requested to provide a proposal and only two responded.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci AUTHORIZING A RESOLUTION FOR THE PURCHASE OF 105 SETS OF NEW BANNER BRACKETS, POLES AND HARDWARE FROM MVP VISUALS IN AN AMOUNT NOT TO EXCEED \$7,818.75.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

G. Resolution – Authorizing Phase II of the urgent repairs of the storm sewer adjacent to Clarendon Hills Road at 69th Street and at 71st Street for a total cost not to exceed \$38,972 and a resolution for the Illinois Department of Transportation for these same items.

Mr. Dan Gombac, Director presented the staff report. He stated that the City Council authorized an expenditure in December, 2010 for the urgent repairs that included jetting, video-taping, sink hole repairs and a water modeling analysis of the 42-inch storm sewer pipe adjacent to Clarendon Hills Road between Maple and 69th Street. He further stated that all repairs have been completed and the water remodeling study has been received and reviewed.

During the cleaning and televising operation, it was further identified that the existing 36-inch metal culvert pipe under Maple Lane and adjacent to Clarendon Hills Road is deteriorating and there are indications that the road is settling due to the deterioration. Additional sink holes have been identified and barricades have been placed atop of the hazards. There is an existing 24 x 36 concrete culvert box under Clarendon Hills Road and Maple Lane-fronting 7017 Clarendon Hills Road that serves minimal benefit and the structure also has 2-12-inch concrete pipes cemented within the western manhole of Clarendon Hills Road at Maple Lane.

Christopher B. Burke Engineering has forwarded a storm water modeling report with a recommendation letter that an 18-inch diameter hole be constructed within the restriction at 69th Street. Mr. Gombac also stated the study recommended the following.

1. Remove the existing deteriorated 24x35 elliptical culvert metal pipe and the 15-inch culvert metal pipe under drain at Maple Lane and Clarendon Hills Road-fronting side yard of 7017-7021 Clarendon Hills Road.
2. Remove the existing 24x36 concrete culvert box fronting 7013 Clarendon Hills Road
3. Install a new 24x36 elliptical culvert metal pipe and 15-inch pipe under drain at Maple Lane and Clarendon Hills Road- fronting side yard of 7017-7021 Clarendon Hills Road.
4. Staff is also recommending that the removal and replacement of the existing 36-inch metal culvert pipe under Maple Lane at Clarendon Hills Road.

The project is considered maintenance and no additional permitting from DuPage County is

required. The department along with limited outsourcing would complete the bulk of the proposed work.

Chairperson Marchese stated that this was prompted when Mr. Galan provided photos of the situation to the Committee.

Mr. Gombac stated that the funding for the repairs would be allocated from the Motor Fuel Tax fund balance and requires a supplemental resolution for IDOT approval.

Alderman Schauer stated that the problem needs to be fixed before someone falls into the hole.

There was no one in the audience wishing to present public comment.

Alderman Avci made a motion and it was seconded by Alderman Schauer AUTHORIZING PHASE II OF THE URGENT REPAIRS OF THE STORM SEWER ADJACENT TO CLARENDON HILLS ROAD AT 69TH STREET AND 71ST STREET FOR A TOTAL COST NOT TO EXCEED \$38,972 AND A RESOLUTION FOR THE ILLINOIS DEPARTMENT OF TRANSPORTATION FOR THE SAME ITEMS.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

H. Motion – Authorizing the City to begin the process of accepting a future Plat of Dedication for the roadways within the Reflections at Hidden Lake Development consisting of Spring Court and a five (5) foot roadway easement.

Mr. Dan Gombac, Director presented the staff report. He stated that Karen English, President and Catherine Griffin, Vice President were in the audience representing Reflections at Hidden Lake Condominium Association.

Mr. Gombac reported that the Hidden Lake Condominium Association is requesting that the City of Darien take ownership of Spring Court within the Reflections at Hidden Lake Development in May of 2011. He reported that the criterion is provided in the staff report. Mr. Gombac stated that the curb and gutter within a radius, at one location is 6-inches short of the standard. The Committee agreed with staff's recommendation to allow the adjustment to the standard to remain.

Alderman Avci questioned the language within the agenda memo regarding the 5-foot easement "could be provided".

Mr. Gombac reported that the plat currently shows both of the proposed roadways within out lots and it appears that there could be a 5-foot easement provided. The survey crew will determine whether a 5-foot easement is in place behind the curb and gutter. Mr. Gombac stated that there may be locations where the easement may be up to 2-foot short of the requirement. The easement is provided for future construction maintenance.

Chairperson Marchese questioned if the Association is in full compliance.

Mr. Gombac stated that once the preliminary approval process is completed that staff will direct

the City Engineer to begin the survey and prepare the plat. The association has opted to use the City vendors to complete the deficiencies as outlined within the agenda memo, including engineering services for the plat preparation. The association will also be required to provide a remittances prior to the City's vendors being authorized to proceed. This item will be brought back to the Committee and City Council for final approval.

Alderman Schauer stated that the main purpose is so that the road is up to par.

Mr. Gombac stated that the roadway was built well and meets the rating for the dedication.

There was no one in the audience wishing to present public comment.

Alderman Avci made a motion and it was seconded by Alderman Schauer AUTHORIZING CITY STAFF TO BEGIN THE PROCESS OF ACCEPTING A FUTURE PLAT OF DEDICATION FOR THE ROADWAYS WITHIN THE REFLECTIONS AT HIDDEN LAKE DEVELOPMENT CONSISTING OF SPRING COURT AND A FIVE (5) FOOT ROADWAY EASEMENT (SEE EXSITING PLAT ATTACHMENT 1).

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

I. Motion – Authorizing the City to begin the process of accepting a future Plat of Dedication for the roadways within the Reflections at Hidden Lake Development consisting of Ripple Ridge Cove and a five (5) foot roadway easement.

Mr. Dan Gombac, Director presented the staff report. He stated that this is the same as Agenda Item H. Mr. Gombac stated that the curb and gutter within a radius, at one location is 9-inches short of the standard. The Committee agreed with staff's recommendation to allow the adjustment to the standard to remain.

There was no one in the audience wishing to present public comment.

Alderman Avci made a motion and it was seconded by Alderman Schauer AUTHORIZING CITY STAFF TO BEGIN THE PROCESS OF ACCEPTING A FUTURE PLAT OF DEDICATION FOR THE ROADWAYS WITHIN THE REFLECTIONS AT HIDDEN LAKE DEVELOPMENT CONSISTING OF RIPPLE RIDGE COVE AND A FIVE (5) FOOT ROADWAY EASEMENT (SEE EXSITING PLAT ATTACHMENT 1).

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

J. Discussion – Request form Darien Swim & Racquet Club to place informational signage within the City of Darien right of ways.

Mr. Dan Gombac, Director presented the staff report. He stated that Mr. Tom Belczak, President Darien Swim and Racquet Club was present.

Mr. Gombac reported that the Darien Swim and Racquet Club is requesting up to four

informational directional signage for the private facility, within various right of ways throughout the City. The Darien Swim and Racquet Club also requested four various sign locations on Cass Avenue and Plainfield Rd. The basis of the request is to inform motorists of the location through directional signage. Mr. Gombac informed the Committee that the City does not have jurisdiction over Cass Avenue and Plainfield Road. Staff has contacted the County to review the signage request on behalf of the Darien Swim and Racquet Club. The County has responded that they would allow the signs if the facility generated 200,000 patrons per year. The Darien Swim and Racquet Club does not meet the per year criteria. The City conducted a review that no private informational signs exist within any City of Darien right of ways.

The Committee was requested to review two considerations of which one reflected the standard of DuPage County.

Alderman Avci stated that this request is for a membership organization and that they are using the City for marketing purposes. He stated that he prefers that the City follow the same criteria as the County.

Alderman Schauer stated that the club has day camps and DYC baseball and that he did not see it as a problem. He stated that he would compare the signs to subdivision signs.

Chairperson Marchese stated that he did not have any objection with the signs and notifying residents where the Club is located.

Alderman Avci stated that he did not want the signs in his neighborhood. He stated that the signs create an esthetic impact on the neighbors.

The petitioner stated that there are two members of the club who will be affected by the signs and they have no objection. He stated he did not know about the third resident.

Alderman Avci recommended temporary banner signs during May and June when the pool first opens.

Alderman Schauer stated that the signs are beneficial from a business standpoint.

Chairperson Marchese stated that the signs will enhance and promote the facility.

Alderman Avci stated that he is the Alderman for the Ward dealing with neighbors and he does not support it. Alderman Avci suggested that a neighborhood survey be initiated.

Mr. Gombac suggested that a petition be forwarded for signature to the property owners fronting the proposed signs. Chairman Marchese directed Mr. Gombac to add the additional condition as part of Consideration 2, as presented.

Mr. Belczak presented comments and informed the Committee that he would be willing to circulate the petitions as suggested by Mr. Gombac.

Alderman Schauer made a motion and it was seconded by Alderman Marchese recommending installation of informational signage within certain right of ways for the

Darien Swim and Racquet Club with the conditions listed in #2 of the agenda memo and approval of the homeowners affected by the signage through a petition process. Upon voice vote, THE MOTION CARRIED 2-1. Alderman Avci voted Nay.

K. Minutes – May 23, 2011 – Municipal Services Committee

Alderman Schauer made a motion and it was seconded by Alderman Marchese to approve the May 23, 2011 Municipal Services Committee meeting minutes.

Upon voice vote, THE MOTION CARRIED unanimously 2-0. Alderman Avci abstained.

DIRECTOR'S REPORT:

A. Water Leak Survey

Mr. Dan Gombac, Director reported that the City's awarded vendor recently completed the annual leak survey for the City and identified 48 various leaks. He reported that the Water Division has fixed all the leaks with the exception of two leaks on private property and notified residents that they must be repaired.

Mr. Gombac reported that the City's water loss prior to the leaks being repaired was 122,910 gallons of water at a wholesale cost of \$250.74 per day or a yearly loss of 44,862,000 gallons or \$91, 520.

Alderman Avci questioned if there is data presented outside of the leak detection survey such as water main breaks. In addition, Alderman Avci questioned if there is a capital project list calling out for the replacement of items such as water main.

Mr. Gombac informed the Committee that the division tracks all water main breaks and does not recommend any removal and replacement of water main at this time. Mr. Gombac stated the capital projects are submitted to the City Administrator for budget consideration. Items relating to the water division have been fire hydrant replacement, fire hydrant painting, and new water main installation to fortify the system along with various other items. Mr. Gombac stated that these items are referred to as discretionary items and are competing with various items for funding.

Chairperson Marchese stated that the Committee is periodically updated with project statuses and reviews all projects in October.

Alderman Avci questioned if there is a list of comprehensive needs regarding infrastructure.

Chairperson Marchese stated that the City Council rejected some serious needs.

Mr. Gombac stated that there are various items that are on the discretionary/expansion list that have been funded.

Alderman Avci suggested that if they are turned down then stronger data is needed.

Chairperson Marchese stated that everything cannot be approved and priorities continue to be set.

Alderman Avci stated that the City needs to prioritize more now especially with limited funds.

Alderman Schauer stated that staff has done a great job in determining if there is an issue. He stated that the salt shed was a perfect example.

Chairperson Marchese stated that Mr. Gombac does his job to save the City money.

Alderman Schauer stated that Mr. Gombac and his staff come within 5% of their budgeted projects.

NEXT MEETING:

Chairperson Marchese announced that the next meeting is scheduled for Monday July 25, 2011 at 6:30 p.m.

ADJOURNMENT:

With no further business before the Committee, Alderman Schauer made a motion and it was seconded by Alderman Avci. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:55 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

Elizabeth Lahey
Secretary

Joseph Marchese
Chairperson

Halil Avci
Alderman

Ted Schauer
Alderman