

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE
February 25, 2013**

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

ABSENT: None.

OTHERS: Joe Kenny, Darien

ESTABLISH QUORUM

Chairperson Marchese called the meeting to order at 6:30 p.m. at the City Hall – City Council Chambers, Darien, Illinois and declared a quorum present,

OLD BUSINESS

- A. Resolution – Accept a proposal from Pavement Systems Inc. and Scorpio Construction for the removal and replacement of bituminous aprons and road patches.**

Mr. Dan Gombac, Director reported that the Committee recommended preliminary approval of the resolution with Scorpio Construction at the January 28th meeting and requested that staff review the proposal. Mr. Gombac reported that staff is requesting the Committee to revise the previous recommendation to a resolution accepting a proposal from Pavement Systems and Scorpio Construction for the removal and replacement of bituminous aprons and road patches as required for various Public Works projects for a period of May 1, 2013 through April 30, 2014 as per the revised unit pricing labeled as Attachment B of the Agenda Memo.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve a RESOLUTION ACCEPTING A PROPOSAL FROM PAVEMENT SYSTEMS INC. AND SCORPIO CONSTRUCTION CORP FO THE REMOVAL AND REPLACEMENT OF BITUMINOUS APRONS AND ROAD PATCHES AS REQUIRED FOR VARIOUS PUBLIC WORKS PROJECTS FOR A PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

B. Resolution – Accept a proposal with revised unit pricing from Norwalk Tank Company for storm sewer structures, iron sewer grates, and concrete adjusting rings.

Mr. Dan Gombac, Director reported that the Committee recommended preliminary approval of the resolution with Norwalk Tank Company at the January 28th meeting and requested staff to review the proposal. He reported that this proposal is with revised unit pricing from Norwalk Tank Company for storm sewer structures, iron sewer gates, concrete adjusting rings as required for various Public Works projects for a period of May 1, 2013 through April 30, 2014.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve a RESOLUTION ACCEPTING A PROPOSAL WITH REVISED PRICING FROM NORWALK TANK COMPANY FOR STORM SEWER STRUCTURES, IRON SEWER GRATES, CONCRETE ADJUSTING RINGS FOR VARIOUS PUBLIC WORKS PROJECTS FOR A PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

C. Resolution – Accept a proposal with revised unit pricing from Norwalk Tank Company for Culvert Metal Pipes, Metal bands and Metal Flared End Sections and fittings.

Mr. Dan Gombac, Director reported that the Committee recommended preliminary approval of the resolution with Norwalk Tank Company at the January 28th meeting and requested staff to review the proposal. He reported that this proposal is with revised unit pricing from Norwalk Tank Company for Culvert Metal Pipes, Metal Bands and Metal Flared End Sections and fittings as required for various Public Works projects for a period of May 1, 2013 through April 30, 2014.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve a RESOLUTION ACCEPTING A PROPOSAL WITH REVISED PRICING FROM NORWALK TANK COMPANY FOR CULVERT METAL PIPES, METAL BANDS AND METAL FLARED END SECTIONS AND FITTINGS FOR VARIOUS PUBLIC WORKS PROJECTS FOR PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

D. Resolution – Accept a proposal from Scorpio Construction at the proposed schedule of prices for the placement of topsoil and for the purchase and placement of fertilizer and sod for landscape restoration services.

Mr. Dan Gombac, Director reported that during the year the department requires services of a landscaper to complete larger restoration projects from various Public Works projects. He

reported that at the January 28th meeting, the Committee advised staff to revisit the competitive quotes. Mr. Gombac reported that the request for quotes were modified, re-solicited and staff received five competitive quotes with the lowest competitive quote from Scorpio Construction.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve a RESOLUTION ACCEPTING A PROPOSAL FROM SCORPIO CONSTRUCTION AT THE PROPOSED SCHEDULE OF PRICES FOR THE PLACEMENT OF TOPSOIL AND FOR THE PURCHASE AND PLACEMENT OF FERTILIZER AND SOD FOR LANDSCAPE RESTORATION SERVICES FOR A PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

E. Resolution – Accept a proposal from Norwalk Tank Company for High Density Polyethylene Pipes, Bands, Flared End Sections and fittings.

Mr. Dan Gombac, Director reported that the Committee recommended preliminary approval of the resolution with Norwalk Tank Company at the January 28th meeting and requested staff to review the proposal. He reported that the proposal is with revised unit pricing from Norwalk Tank Company for High Density Polyethylene Pipes, Bands, Culvert Metal Pipes, Metal Bands and Metal Flared End Sections and fittings as required for various Public Works projects for a period of May 1, 2013 through April 30, 2014.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve a RESOLUTION ACCEPTING A PROPOSAL WITH REVISED PRICING FROM NORWALK TANK COMPANY FOR HIGH DENSITY POLYETHYLENE PIPES, BANDS, FLARED END SECTIONS AND FITTINGS FOR VARIOUS PUBLIC WORKS PROJECTS FOR PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

NEW BUSINESS

A. Amvets Collection Center – Annual review for one year renewal.

Mr. Dan Gombac, Director reported that the City Council granted a minor amendment to the Darien Towne Centre PUD in March 2005 to allow an Amvets Collection Center. He reported that staff has received no complaints or further concerns.

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

Alderman Marchese made a motion and it was seconded by Alderman Avci that based upon the submitted petition, the proposed amendment to the Darien Towne Centre PUD

meets the standards of the Darien Zoning Ordinance and recommend approval to the City Council as presented subject to:

1. Approval extended for a period of 1 year.

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

B. Zoning Map Approval of the 2013 Zoning Map

Mr. Dan Gombac, Director reported that the Committee received the 2013 Zoning Map. He reported that it is required by state law to update the map on an annual basis.

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

Alderman Schauer made a motion and it was seconded by Alderman Avci to recommend approval of the 2013 Zoning Map.

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

C. Discussion – Economic Incentive Policy

Mr. Dan Gombac, Director reported on the history regarding the Economic Incentive Policy.

Alderman Schauer stated that getting into specifics may create legal issues. He suggested taking a broad stance and look at each case individually.

Chairperson Marchese stated that the City cannot be tied to anything specific but putting incentives out there does not obligate the City. He stated that payback terms need to be looked at and open for discussion.

Alderman Avci stated that there is a need for some general guidelines.

Alderman Schauer suggested keeping the guidelines generic.

Mr. Gombac suggested putting a statement into the mission statement. He stated that he would draft a statement for discussion at a future meeting.

The Committee directed Director Gombac to pursue expanding the City's mission statement in regards to Economic Development.

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

D. Resolution – Accepting the unit price proposal for analytical soil testing fees from Testing Services Corporation at the proposed unit prices for certain waste for a period of May 1, 2013 through April 30, 2014.

Mr. Dan Gombac, Director reported that this resolution relates to the EPA Clean Construction or Demolition Debris (CCDD) Act. The soils produced through any excavation are tested by the laboratory for concentrations of chemicals as provided by the EPA. Provided that the soils do not exceed maximum levels the soils are allowed to transfer to a local disposal site. Should spoils

from an excavation exceed the maximum contaminant level, further remediation of the spoils may be required or the spoils may need to be transferred to a specified transfer facility.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve A RESOLUTION ACCEPTING THE UNIT PRICE PROPOSAL FOR ANALYTICAL SOIL TESTING FROM TESTING SERVICES CORPORATION AT THE PROPOSED UNIT PRICES FOR CERTAIN WASTE FOR A PERIOD OF MAY 1, 2013 THROUGH APRIL 30, 2014.

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

E. Resolution – Extend Contract with Rag’s Electric Company for the 2013-14 Street Light Maintenance Contract.

Mr. Dan Gombac, Director reported that this proposal extends a contract with Rag’s Electric Company for the annual Street Light Maintenance Contract. He reported on the costs associated and stated that Rag’s has provided prompt service. Mr. Gombac reported that budget pending also calls out for straightening of concrete poles, and cleaning fixtures. The contract allows for one more extension after 2014.

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

Alderman Avci made a motion and it was seconded by Alderman Schauer to approve A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT EXTENSION FOR STREET LIGHT MAINTENANCE SERVICES BETWEEN THE CITY OF DARIEN AND RAG’S ELECTRIC COMPANY.

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

F. Resolution – Extend Contract with Waste Management of Illinois, Inc. for the 2013 Street Sweeping services.

Mr. Dan Gombac, Director reported that this approval extends the contract with Waste Management of Illinois, Inc. for the 2013 Street Sweeping services in an amount not to exceed \$27,994.00 through April 30, 2014. He reported that this contract extension would be the first extension year 2 of a three year contract.

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

Alderman Schauer made a motion and it was seconded by Alderman Avci to approve A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO ENTER INTO A CONTRACT AGREEMENT FOR THE 2013 STREET SWEEPING SERVICES BETWEEN THE CITY OF DARIEN AND WASTE MANAGEMENT OF ILLINOIS INC. IN AN AMOUNT NOT TO EXCEED \$27,994.00.

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

G. Resolution – Preliminary approval of the 2013 Street Maintenance Program with Central Blacktop Company, Inc.

Mr. Dan Gombac, Director reported that this is for preliminary approval of the 2013 Street Maintenance Program. He reported that the Darien Park District is participating in the paving program at their facility located at 802 Plainfield Rd. Director Gombac stated that there were numerous options that would allow Staff not to include should funding for the program be impacted.

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

Alderman Marchese made a motion and it was seconded by Alderman Schauer to approve A RESOLUTION TO ENTER INTO A CONTRACT AGREEMENT FOR THE 2013 STREET MAINTENANCE PROGRAM BETWEEN THE CITY OF DARIEN AND CENTRAL BLACKTOP COMPANY INC. IN AN AMOUNT NOT TO EXCEED \$1,451,270.53.

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

H. Resolution – Authorizing the Mayor and City Clerk to execute an Intergovernmental Agreement with the Darien Park District, for the reimbursement of the parking lot paving maintenance at 802 Plainfield Road.

Mr. Dan Gombac reported that this Intergovernmental Agreement is necessary for the Darien Park District to participate in the parking lot paving maintenance at 802 Plainfield Road.

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

Alderman Schauer made a motion and it was seconded by Alderman Marchese to approve A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF DARIEN AND DARIEN PARK DISTRICT FOR ASPHALT PAVING WORK AT 802 PLAINFIELD ROAD.

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

I. Discussion – Vehicle Replacement Policy

Mr. Dan Gombac, Director reported that after the January 28th meeting staff received several inquiries from City Council members regarding the replacement vehicles. Committee and elected officials further commented on rental versus purchasing, refurbishing, sizing and governmental equipment cooperatives. He reported that further discussion with the City Administrator resulted in the vehicles and equipment for FY14 budget be postponed until a further study and analysis was completed.

Mr. Gombac reported that the study indicated that the existing equipment and vehicle inventory is relatively sufficient but an area of concern regarding transportation was identified during the months of May through early September because of summer help. He reported that a solution is to remove the existing service van from the fleet and purchase two additional medium duty pick-up trucks. He further reported that staff is currently exploring seasonal vehicle rentals and deployment of a recently purchased pick-up vehicle.

Mr. Gombac reported on the brush chipper and reviewing options for refurbished or rental. He reported that staff does not recommend eliminating one chipper and revising the schedule as the pick-up schedule has been modified several times.

Mr. Gombac reported that staff is also looking into options for refurbished vehicles versus new. He reported that staff is recommending implementation of a Fleet Replacement Policy as noted in the Agenda Memo.

Chairperson Marchese stated that justification for new vehicles has to be extremely strong and staff to show the reasons. He suggested that the Committee take a look at the draft and make recommendations at the March meeting.

Alderman Avci stated that residents expect a certain level of service. He stated that this is a great start.

Chairperson Marchese suggested that the next area to look at is the Maintenance Facility building.

Alderman Schauer suggested looking at an industrial car wash to get more years out of the vehicles.

Alderman Avci also suggested looking into the water infrastructure.

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

Upon review the Committee was requested to provide feedback to the draft Vehicle Replacement Policy to Director Gombac. The Vehicle Replacement Policy would be presented in a final draft for the March meeting.

J. Discussion – Recommendation regarding the replacement of the following vehicles: Trackless Unit 208, Dump Truck with Plow Unit 103 and Dump Truck with Plow Unit 108.

Mr. Dan Gombac, Director reported that Unit 108 would be removed from the discussion.

Mr. Gombac reported that staff reached out to Mr. Joe Kenny and his expertise in fleet with the CTA.

Mr. Kenny suggested that staff look into used vehicles and that the City Council may be more open for discussion.

Alderman Avci questioned why a purchase is necessary before next winter. Director Gombac informed the Committee that the larger vehicles take approximately 9 months to be built.

Chairperson Marchese stated that there is a perception among the City Council that the Committee “rubberstamps” the program.

Alderman Avci questioned keeping the vehicles for another year and that they may end up costing more. He stated that he would prefer buying from the budget versus a loan from a bank.

Alderman Schauer suggested looking at one vehicle and how to pay for it. The Committee concurred to consider the Trackless machine for the FY 14 Budget.

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

Alderman Schauer made a motion and it was seconded by Alderman Avci to recommend to the City Council the allocation of \$135,000 for the replacement of the trackless unit and look into purchasing a demo or a used vehicle to demonstrate that that all resources have been utilized in order to save the City money. He further recommended refining the Fleet Maintenance Policy and monitor Unit 103 and Unit 108 for repairs and possible purchase next year.

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

K. Minutes – January 28, 2013 – Municipal Services Committee

Alderman Schauer made a motion and it was seconded by Alderman Avci to approve the January 28, 2013 Municipal Services Committee Meeting Minutes.

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

DIRECTOR’S REPORT

A. Ditch Program Supply Pricing

Mr. Dan Gombac reported that staff reached out to the suppliers. He reported that this has been very cost effective.

NEXT MEETING

Chairperson Marchese announced that the next meeting is scheduled for Monday, March 25, 2013 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 to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 9:10 p.m.

RESPECTFULLY SUBMITTED:

Elizabeth Lahey
Secretary

Joseph Marchese
Chairman

Halil Avci
Alderman

Ted Schauer
Alderman