

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
MEETING OF THE COMMITTEE OF THE WHOLE
GERALD C. TURRY VILLAGE BOARD ROOM
JUNE 6, 2023**

Call to Order

President Patel called the Committee of the Whole Meeting of the Lincolnwood Board of Trustees to order at 6:00 P.M., Tuesday, June 6, 2023, in the Gerald C. Turry Village Board Room of the Municipal Complex at 6900 N. Lincoln Avenue, Village of Lincolnwood, County of Cook, and State of Illinois.

Upon roll call by Deputy Village Clerk Charles Meyer, the following were:

PRESENT: President Patel, Trustees Klatzco, Diaz-Herrera, Sargon, Saleem, Halevi, Martel

ABSENT: None

A quorum was present.

Trustee Klatzco attended telephonically.

Also present: Village Manager Anne Marie Gaura, Assistant Village Manager Charles Meyer, Community Development Director Scott Magnum, Planning and Economic Development Manager Doug Hammel, Acting Public Works Director Michael Reynolds, Police Chief Jason Parrott, Management Analyst Elijah Bebora.

Approval of Minutes

The May 16, 2023, Committee of the Whole meeting minutes were presented for approval.

Trustee Sargon moved to approve the minutes of the May 16, 2023, Committee of the Whole meeting minutes. Trustee Diaz-Herrera seconded the motion.

Upon Roll Call, the results were:

AYES: Trustees Klatzco, Diaz-Herrera, Sargon, Saleem, Halevi, Martel

NAYS: None

ABSENT: The motion passed

President Patel stated that Trustee Klatzco is participating in the meeting telephonically as he is allowed to.

Regular Business

1. Discussion Concerning Lead Service Line Pilot Program

Acting Public Works Director Michael Reynolds stated that Since June 2022, the Village's website had had a portal for searching a resident's property information with water service

line information. In early May 2023, courtesy inspection letters were sent to all 35 residents within the SY23 project area, with 22 on Ramona Avenue and 13 on Lockwood Avenue. As of May 30, two residents with lead services have responded. Moving forward, the goal is to survey the properties a year ahead of the program. This would mean staff would be surveying for Fiscal Year 2024 this year.

President Patel asked if the total number of homes from Ramona to Lockwood Avenues is 35 homes. Furthermore, he asked what the lead line presurvey has shown.

Village Engineer Jim Amelio stated that there are an estimated 35 households with lead lines. Twenty-one homes on that block are confirmed to have lead. Four homes are unknown but are considered to have lead once staff verifies those properties.

Trustee Martel asked why there are 26 homes listed in the bid instead of 35.

Mr. Amelio stated that there are 26 homes that we would potentially go into the homes to replace the lead line, and there are 35 homes in total on that block. Those numbers could change as the Village gets more information.

Director Reynolds stated that staff hand delivering letters to the households earlier in May requesting if the Village could test their water for lead. He noted that only two residences responded. He stated that the intent is to test all the homes on Ramona and Lockwood. Furthermore, the Village plans on drafting an introductory letter informing residents of the pilot program construction plans and what those residents can expect. Staff's intention would be when the letters are hand delivered that, staff would be able to speak with the residents in person and hopefully be allowed into their property to test their water for lead. Additionally, Mr. Reynolds stated that they intend to educate the public through the newsletter and other forms of public education.

Trustee Sargon asked what the timeline to address the specific homes which are pending is and what the timeline for outreach is. Furthermore, she asked when the pilot program is anticipated to start.

Mr. Amelio stated that the contractor is ready to start as soon as possible. However, the logical start date would be after July 4. Additionally, he noted that the contractor would be held to a December completion date.

Trustee Sargon stated that the Village should prioritize outreach to the specific homes in the pilot program area.

Director Reynolds stated that staff would deliver the lead service line letter next week to residences.

Trustee Sargon stated that there might be a language barrier in some homes that staff may knock on. She suggested that multilingual Trustees and staff help out in the short term. In the long term, she suggested the Village obtain language services for residents who may not speak English as their preferred language.

Trustee Halevi stated that she wants the residents to know the importance of the whole project, and if they don't respond to the Village, it could be financially costly to replace the lead line themselves. Furthermore, it may be an issue when they attempt to sell their home with a lead line. She stated that staff should notify residents of the project's impact on their street.

Trustee Martel stated that he is concerned about saying that the Village will hold the contractor to a set deadline. He noted that the Village should work on figuring out the real deadline. He stated that if residents don't participate in the pilot program now, they would have to deal with it when they sell their homes. He noted that the residents had not been properly informed of the financial implications of not participating in the program. He said that the Village needs to quickly fix the lack of outreach.

President Patel stated that he is willing to personally go and knock on the resident's door to speak to them about the pilot program.

Acting Public Works Director Reynolds stated that he agrees with Trustee Martel that the Village should have started a public outreach program earlier.

President Patel stated that when we know when the next program will be, we should get the information out to residents as soon as possible.

Trustee Martel stated that it might be better to have an outside, nonstaff outreach team to reach out to residents so they can be well informed.

Public Works Superintendent Jason Brianas stated that he is happy to be the advocate and engage the residents to ensure that they can better understand the program.

Mr. Amelio stated that the Village has 17 years to get all the homes having lead lines replaced.

Village Resident Dale Wickum stated that he is part of a group of homeowners that had the street done but still have lead lines going from the B-box into their homes. At the time that the street work was completed, there wasn't a state law regarding lead lines. He stated that he and others on his street would like their lead lines replaced from the B-box to their homes and would like to know where they stand in getting the lines replaced.

President Patel asked what the timeline mandated by the State Legislature is to get all the lead service lines replaced.

Mr. Amelio stated that the Village has 15 years to replace the lead lines in the Village starting in 2027.

Mr. Wickum asked if the Village can take care of the few where the Village has already worked on the streets.

President Patel stated that the Village could inventory homes where their streets are done and see whether it warrants a separate ask or funding from the B-box to the meter with the lead.

Superintendent Brianas stated that with the addition of seasonal staff, we could shift staff to inventory homes with lead lines.

Director Reynolds stated that the next steps are Award the Construction of the 2023 Infrastructure Program as presented on tonight's Village Board agenda, award the Construction Services Contract for the 2023 Infrastructure Program as presented on tonight's Village Board agenda, and award the Design Contract for the 2024 Infrastructure Program as presented on tonight's Village Board agenda.

2. Discussion Concerning Street Storage Stage III Program and 2023 Infrastructure Program

Village Engineer Jim Amelio stated that The Stormwater Master Plan (SMP) identifies ten projects to bring the sewer system to a 10-year level of protection. The current system provides a 2-3 year level of protection. The SMP identified ten projects that, when constructed, would provide the desired level of protection. Of the ten projects identified, the construction of engineered street storage provided the largest benefit for the Village. Street Storage Stages I and II of the program were completed in 2020 and 2021, respectively. The final Street Storage Stage III project includes the installation of berms and restrictors in the remainder of the Village, generally west of Lincoln Avenue. On November 2, 2021, the Village Board authorized the execution of a design contract for the Street Storage Stage III to Christopher Burke Engineering. The Street Storage Stage III Design includes the following scope: installation of berms and outlet restrictors, curb and gutter removal, and replacement, and sidewalk removal and replacement.

Mr. Amelio stated that staff and Christopher Burke Engineering had coordinated the bidding process for the Street Storage Stage III. One bid was received on April 26, 2023. The lowest responsible bidder was MQ Construction, with a bid of \$3,587,577.75. They have completed satisfactory work in the past for the Village through the Street Storage Stage II Project.

Trustee Martel stated that the contractor is using the result of the bids for phases one and two of the Street Storage Project. He asked if there was a markup for inflation for the cost of the program and asked if there was a justification for the 15% increase in the contractor's bid.

Mr. Amelio stated that he talked to MQ Construction about their bid, and they cited that asphalt and concrete prices have gone up significantly.

Trustee Saleem asked what the practice has been in the past if there is only one bidder on a project.

Director Reynolds stated that the Village has previously accepted awarding a bid when there is only one bidder.

Director Reynolds stated that there had been jobs where one contractor was brought in front of the board for approval.

Mr. Amelio continued his conversation by stating that The Stub Year 2023 Budget includes \$3,030,000 for construction. This project will be funded through the Stormwater Management Fund. Based on the submitted proposal for construction of \$3,587,577.75, the construction of the project is \$557,044.75 more than anticipated. Staff requested the Village Engineer work with the contractor to identify opportunities to value engineer the project. The changes below were made; Elimination of the intersection work at Kenton and Arthur Avenues with the berm to remain and intersection revisions to be done as part of the 2024 Infrastructure Project, minor restoration quantity reductions, elimination of the chimney seals, and reduction of allowances. Value engineering led to a reduction of \$218,483.50. The revised construction cost is \$3,369,094.25, which is \$339,094.25 over budget. Adequate funds are available in the General Fund to cover the overage.

Trustee Sargon asked if the items being removed from the Stage III project would impact the integrity of the project.

Mr. Amelio stated no, and there would be the same stormwater benefits as the original design.

Director Reynolds stated that the Village Board had directed staff to seek engineering proposals for new engineering projects. Provide additional direction to continue utilizing the same firm for subsequent phases of a project as long as their performance has met Village expectations. Christopher Burke Engineering was awarded the design of the project in November of 2021 and has met the Village's expectations for performance.

Mr. Reynolds stated that staff is requesting the competitive bid process be waived and an Agreement for Construction Oversight be awarded to Christopher Burke Engineering in the amount of \$299,467.

Trustee Martel asked why there is a 9% construction cost because that is high.

Mr. Amelio stated that the construction cost is based on the working days of the contract. The construction cost aligns with the project budget, which capped the cost at 10%.

Mr. Amelio stated that staff recommends the following relating to the Street Storage Stage III Project: Approval of a construction contract with MQ Construction Company in the amount of \$3,369,094.25 and Approval of an Ordinance waiving competitive bidding and authorizing an agreement with Christopher Burke Engineering for construction oversight in the amount of \$299,467.

Acting Public Works Director Reynolds stated that the Infrastructure Improvement Program identifies a goal of resurfacing all of the Village's streets over a 10-year period per the direction of the Ad-Hoc Infrastructure Committee and Village Board. In 2018, CBBEL reevaluated all the Village's streets and worked with staff to develop a 10-year resurfacing program: Water main replacements to occur with roadway resurfacing (No water main work to be conducted as part of the 2022 Infrastructure Program), spread works throughout the community, while also focusing on congruent areas, and focus on the worst rated roads first, when possible. On November 1, 2022, the Village Board authorized the execution of a design contract for the 2022 Infrastructure Program to Christopher Burke Engineering. The Stub Year 2023 program design includes the following scope: Ramona and Lockwood Avenues between Pratt and Sauganash Avenues, Removal and resurfacing of .24 miles of roadways, removal and replacement of .24 miles of water main, replacement of lead water service lines, and spot curb and sidewalk replacement.

Director Reynolds stated that the Village had coordinated the bidding process for the SY2023 Program. Six bids were received on May 24, 2023. The lowest responsible bid was submitted by Millennium Contracting Company. They have successfully passed the Village's reference checks. The SY2023 Budget includes \$1,548,000 for construction and oversight. The overall cost of the project based on submitted proposals for construction and oversight is \$1,209,572. The project will be funded through the Water Fund and Motor Fuel Tax Fund.

Director Reynolds stated that the Village Board had directed staff to seek engineering proposals for new engineering projects and provided additional direction to continue utilizing the same firm for subsequent phases of a project as long as their performance has met Village expectations. Christopher Burke Engineering was awarded the design of the project in November of 2022 and has met the Village's expectations for performance.

Director Reynolds stated that staff is requesting the competitive bid process be waived, and an agreement for Construction Oversight be awarded to Christopher Burke Engineering in the amount of \$127,916. This is 12% of the construction cost. Utilization of the design firm for construction oversight is a best practice for a project of this magnitude as the firm is most intimately familiar with the project scope and expectations.

Director Reynolds noted that staff recommends the following relating to the SY2023 Infrastructure Program: Approval of a construction contract with Millennium Contracting Company in the amount of \$1,081,656, approval of an MFT Resolution requesting \$378,000 from the State of Illinois, Approval of an Ordinance waiving competitive bidding, and

authorizing an Agreement with Christopher Burke Engineering for construction oversight in the amount of \$127,916.

3. Discussion Concerning Residential Refuse and Recycling Franchise

Assistant Village Manager Charles Meyer stated that the current agreement with Groot, which was entered into in 2019, is set to expire on August 31, 2024. Approximately 4,000 households serviced in agreement and 400 multifamily dwelling units along with Municipal, Library, and School District 74 locations. Residents use 95-gallon containers for refuse and 65- to 95-gallon containers for recycling. The annual program cost is approximately \$1.1 million.

Assistant Village Manager Charles Meyer outlined some policy considerations, which include composting, electronics recycling, collection day, recycling, and the contract length.

Assistant Village Manager Charles Meyer outlined the funding structure. In 2018, the Infrastructure Plan called for a transition to a pay-as-you-go model for refuse and recycling to allow residents to control their waste and recycling bills and facilitate payment on future debt service. Pay-as-you-go is a component of the draft Sustainability Plan. The modification would start in 2027 to allow sufficient time to communicate changes and expectations for residents. Approximately \$1 million would be applied to debt service.

Assistant Village Manager Charles Meyer outlined some policy questions. Does the Village Board desire to incorporate composting into the next Agreement? Does the Village Board desire to make modifications to the electronics recycling component of the current Agreement of \$45 for up to six electronic items? Does the Village Board desire to maintain all other services the same? Does the Village Board desire to enter into a five or seven-year Agreement? Does the Village Board desire to transition to a pay-as-you-throw model for collection starting in 2027 in line with the infrastructure plan to address debt service for ongoing and future projects?

President Patel asked if the fee for the extra toter goes directly to the refuse contractor.

Charles Meyer stated yes, but it does not change the rates with Groot.

Trustee Martel asked if the Village pays the tipping fee instead of Groot.

Mr. Meyer stated yes.

Trustee Sargon stated that in conversations with the Environmental Commission, billing the residents for composting until it becomes more widely used would be the best direction and would align with the long-term Sustainability Plan for the Village.

Trustee Klatzco asked if offering compost at a discount would be cost-effective.

President Patel stated that it would be a resident bill.

Trustee Halevi stated that the Village is behind other communities in recycling and recycling correctly. She said that Skokie has a pilot program where they have composting cans in different parts of their Village where Skokie residents can go and compost. She stated that she would like to see something similar in the Village.

Trustee Sargon stated that she would like to see a public composting pilot program as well in the Village. She would like the pilot program to be bid out as part of the refuse contract.

The consensus was to direct Staff to negotiate a seven-year refuse contract, have a flat fee, discuss the user charge as a separate agenda item, and reach out to Groot to see if they get chosen as a vendor, if they will maintain the same price.

Adjournment

Trustee Sargon moved to adjourn the Committee of the Whole at 7:30 P.M., seconded by Trustee Martel.

The meeting was adjourned by roll call vote.

Meeting Adjourned

Respectfully Submitted,



Carrie Dick
Deputy Village Clerk