

**VILLAGE OF LINCOLNWOOD
PRESIDENT AND BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
VILLAGE HALL COUNCIL CHAMBERS
NOVEMBER 6, 2012**

Call to Order

President Turry called the Committee of the Whole meeting of the Lincolnwood Board of Trustees to order at 5:15 PM, Tuesday, November 6, 2012 in the Council Chambers of the Municipal Complex, 6900 North Lincoln Avenue, Village of Lincolnwood, County of Cook and State of Illinois.

Roll Call

On roll call by Village Clerk Beryl Herman the following were:

PRESENT: President Turry, Trustees Elster, Heidtke, Swanson, Patel (5:24), Leftakes (6:05)

ABSENT: Trustee Sprogis-Marohn

A quorum was present. Also present: Timothy Wiberg, Village Manager; Douglas Petroschius, Assistant Village Manager; Village; Charles Greenstein, Village Treasurer; Timothy Clarke, Director of Community Development; Aaron Cook, Development Manager, Community Development; Plan Commission Chair Paul Eisterhold; Steve Berecz, Village Engineer; Andrea Hatcher, Accountant; Robert Merkel, Finance Director; Manuel Castaneda, Public Works Director; Ashley Engelmann, Assistant to the Public Works Director

Approval of Minutes

The minutes of the October 16, 2012 Committee of the Whole meeting were distributed in advance of the meeting and were examined. Trustee Elster moved to approve the minutes as presented. Trustee Heidtke seconded the motion. The motion passed via a voice vote.

1. Discussion Concerning the Crawford Avenue Construction Project

This item was presented by Mr. Wiberg with use of a PowerPoint presentation. Mr. Castaneda and Mrs. Engelmann provided additional information.

Discussion ensued during various points during the presentation.

Purpose of the Discussion

- *To obtain direction from the Village Board regarding replacing water mains along Crawford Avenue
- *In addition, staff is seeking confirmation of past direction regarding sidewalk improvements as part of the Crawford Avenue reconstruction project

Background

- *The Cook County Highway Department (CCHD) has planned to reconstruct Crawford Avenue for the last several years - Includes installation of a new storm sewer
- *Village meetings with the County and with the public to discuss the reconstruction
- * April 1, 2010 COTW directed staff to include the following in the plans
 - Create a northbound left-turn lane at Lincoln Avenue
 - Create a southbound left-turn lane at Greenleaf Avenue
 - Close the median opening located just north of Morse Avenue
 - Reduce the median opening at Morse Avenue from 130' to 80'
- *The County will be replacing adjacent sidewalk disturbed during construction
 - Sections that are not affected by the construction are eligible for a 50/50% cost share between the Village and the County – April 1,2010, COTW of the Village Board directed staff to replace all sidewalks to take advantage of the County's cost share

*The Village Board directed the County to pay for trees and sod in the median
*The Village has asked the County to include the following improvements in their bid:

- Street light replacement
- Fire hydrant replacement (11 hydrants)
 - ^ Streamline the construction process
 - ^ Reduction in certain costs (permits fees, material hauling, etc.)
 - ^ No additional future disruption within the right-of-way

These projects will be 100% funded by the Village

*October 23, 2012 Meeting with CCHD

- CCHD strongly urges the Village to consider replacing our 12" 86-year old water main that runs on the east side of Crawford from Devon to Pratt
- Staff was also informed that the Village of Skokie is requesting that a flow meter be installed in the new stormwater main that will carry stormwater from Lincolnwood to Skokie

This cost will be the responsibility of the Village

*Cook County's concern with this water main"

- Vertical conflict that will occur with the new storm sewers
- Conflicts with the widening of the road surface
- Impact of construction equipment on the road could lead to breaks within the water main below
- Concerns of need for main replacement in a few years requiring the new roadway to be torn up

Water Main Replacement Considerations

*Most Recent evaluation of the water main system was completed in 2002

- None of the mains on Crawford were recommended for replacement

*Mains are evaluated based on the following criteria:

- Break History/Service Interruptions
- Size (for fire flow)
- Age
- If replacement coincides with a road project
- Mains are typically not recommended for replacement if they meet only one of these criteria

Water main Replacement Issues

*No record of a break on this main for over 15 years

*If the Village does not relocate the main, the county will have to add additional stormwater inlets to account for the vertical conflict

- The cost to add these is estimated at \$25,000 and will be the responsibility of the Village

Life Expectancy for Water Mains

*The American Water Works Association provides the following information regarding life expectancy:

- Cast iron pipes that were installed in the late 1800s have an average life expectancy of approximately 120 years
- Water mains installed in the 1920s have an average life expectancy of approximately 100 years
- Water mains laid in post-World War II are expected to last approximately 75 years

*The Village Engineer has verified that typically cast iron water mains have a life expectancy of approximately 100 years

Neighboring Communities

*Skokie and Evanston use similar evaluation criteria for water main replacements and both have water mains that are the same age as the Village and older

*Evanston has 157 miles of water mains

- 33.5% is assumed to be over 100 years old
- 24.7% is 80 to 99 years old
- They have replaced 1.0% of water mains per year for the past 10 years – This work is coordinated with street resurfacing projects

*Village Engineers in the area confirm that in addition to the criteria above, they may move forward on replacing water mains as part of a larger, major roadway reconstruction project

Additional Mains on Crawford Avenue

*The County is recommending all mains on Crawford be replaced due to age and construction impact

- Water mains are cast iron
- None have a significant break history
- When the Village replaces the 6” main, it will need to be upgraded to an 8” main to meet fire flow demands

A map indicating main locations was exhibited.

Cost Estimate to Replace Water Mains

These costs include Construction Costs and Estimated Engineering Design Fees

12” Water Main – Total Cost \$468,650 – Savings due to combining the project - \$70,000

10” Water Main – Total Cost \$401,700 – Savings due to combining the project - \$70,000

6” Water Main – Total Cost \$175,100 – Savings due to combining the project - \$35,000

Estimated Total for all Water Mains - \$1,045,450 (engineering and construction)

Staff Recommendation

Staff is recommending replacement of all water mains

*All 86-years old

*Significant risk that the water mains will break during construction or shortly thereafter

- Should the water mains break during construction, the Village will be responsible for repairs

*Save approximately \$175,000 by combining the project with the County

*Residents and the motoring public will not be inconvenienced an additional time by having the street closed during water main replacement

*The County has offered a 0% interest loan for three years

*The Village of Deerfield was also required to replace a water main as part of the County’s Lake Cook road project due to the same rationale

Approximately 70% of the Village’s water mains are 86 years old. The Village will need to begin to replace these mains in the near future based on the life expectancy of cast iron water mains.

Extended Payback Funding Option

Based on estimated construction costs, the Village would pay approximately \$338,333 for a period of three years to the county

- Payments would not begin until 2015

Currently the Water Fund has reserves of \$1,495,000

- Sewer Fee revenue is not included

Overall Estimated Budget Impact

<u>Item</u>	<u>Estimated Cost</u>	<u>Budget Fund</u>
Water Main	\$1,046,450	Water & Sewer Fund
Street Lights	\$815,470	Transportation Improvement
Sidewalk	\$75,000	Motor Fuel Tax
Fire Hydrants	\$38,500	Water & Sewer Fund
Flow Meter	\$25,000	Water and Sewer Fund
Impact – Overall Total		\$1,999,420
Water & Sewer Fund		\$1,108,950
Transportation Improvement Fund		\$ 815,470
Motor Fuel Tax		\$ 75,000

Timeline

- December 2012 – Staff notifies the County regarding the Village Board’s Direction
- Winter 2012 – The Village and the County enter into an Intergovernmental Agreement
- Winter 2012 – Spring – 2013 – Engineering work completed for Village’s capital projects that will be included
- Summer 2013 – County Opens Bids
- Fall 2013 – Begin minor construction work
- Winter 2014 – Construction completed
- Winter/Spring 2015 – Project Close-Out

Water Main Options

*Option A – Move forward with staff’s recommendation to replace all of the 86 year old mains on Crawford Avenue during construction

*Option B – Replace only the 12” water main (the one with the vertical conflict) ON Crawford

*Option C – Do not replace any of the water mains on Crawford and inform the County that they need to construct additional inlets

- The Village will be responsible to pay \$25,000 for this option

Sidewalk Options

*Option A – Move forward with replacing the portions of sidewalk that are not affected by construction at a 50/50% cost share with the County

*Option B – Do not replace the unaffected portions of the sidewalk during reconstruction, but continue to include the sidewalk in the Village’s annual replacement program based on condition ratings

Village Board Direction

To obtain direction from the Village Board regarding replacing water mains along Crawford as well as confirming past direction regarding sidewalk replacement as part of the Crawford Avenue reconstruction project

Discussion ensued at various points during this presentation with clarification provided by Mr. Wiberg, Mr. Castaneda, Mrs. Engelmann and Engineer Berez. The CCHD meeting was discussed. The plan is to go forward on the previous Board recommendations unless directed otherwise. Consensus was to move ahead.

2. Discussion Concerning an Intergovernmental Information Technology Cost Sharing

This item was presented by Mr. Wiberg using Power Point.

Village IT Overview

- *Elaborate and advanced modern network infrastructure
- *Electronic folder structure allowing for storage and sharing of files
- *Secure network with Firewall and virtual private networks (VPN)
- *Replaced old copper phone system with new Voice-Over Internet Protocol System
- *Mobile Worker Connectivity allowing for laptops to be used in the field
 - Police, Fire, Public Works, Building Inspectors
- *Auto-download of Police Car video at Police Station and Public Works gas pumps
- *Point-of-sale computers at Pool and online non-resident Pool Pass registration
- *Electronic work order system
- *Interactive website with online video playback
- *Paperless Board packets and IPads for Village Board members
- *Created document management system with powerful search engine
- *The Board was presented with facts to form the basis for a finding that litigation by or against the Village is imminent. There was consensus that such a finding is in order.
- *Disaster recovery enhancements and partnership with Village of Northfield
- *Annual Strategic Planning

IT Shared Services Consortium

- *Village has been participating in a Municipal Partnership Initiative
 - Municipalities in the area pooling our resources together to partner on procuring products/services to take advantage of economies of scale – Bidding on pothole patching, sidewalk replacement, roadway resurfacing etc. – any service which is common to several agencies

- Our group is at the early stages of reviewing IT service delivery – Trying to identify cost sharing opportunities – hardware/software, licensing, server sharing etc.
- Group developed bid specifications to seek a consultant to study sharing possibilities
- After a competitive bid process, Excipio Consulting is the recommended vendor

Excipio Project Scope

Phase I

- Inventory all IT components in each community
- Identify service delivery model for IT services
- Identify internet and networking connectivity
- Identify software and license versions and expiration dates
- Identify tasking levels required of IT service provider

Phase II

- Identify similarities and differences amongst the communities
- Identify opportunities to reduce costs through sharing resources and eliminating redundancies
- Identify all standardization possibilities
- Provide a roadmap to implementation

Each participating Agency's cost: \$8,000

Discussion ensued. Consensus was to go through this year and continue investigating possibilities.

3. Discussion Concerning Village Board and Committee of the Whole Meeting Dates for 2013

Proposed Village Board Meeting Dates – 2013

Meeting scheduled for the first and third Tuesday of the month unless otherwise noted.

January 2 (Wednesday) - January 15	July 16 (3 rd Tuesday)
February 5- February 19	August 20 (3 rd Tuesday)
March 5 – March 19	September 3 – September 17
April 2 – April 16	October 1 – October 15
May 7 – May 21	November 5 – November 19
June 4 – June 18	December 3 – December 17

Consensus was that these dates would be acceptable.

Adjourn Committee of the Whole to Executive Session

At 6:30 P.M. Trustee Elster moved to adjourn the Committee of the Whole into Executive Session for the purpose of a discussion of Potential Litigation and Personnel. Trustee Leftakes seconded the motion. The motion passed with a voice vote.

Reconvention

At 7:39 P.M. President Turry reconvened the Committee of the Whole.

Adjournment

At 7:40 P.M. Trustee Leftakes moved to adjourn the Committee of the Whole. Trustee Patel seconded the motion. The motion was approved via voice vote.

Respectfully Submitted,


Beryl Herman
Village Clerk