VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us

Meeting Minutes

Monday, February 16, 2015

7:00 PM

Village Hall

Board of Trustees

Village President Daniel J. McLaughlin
Village Clerk John C. Mehalek
Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Edward G. Schussler,
Patricia Gira, Carole Griffin Ruzich, and Daniel T. Calandriello

CALL TO ORDER/ROLL CALL

Present: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich and President McLaughlin

Absent: 1 - Trustee Calandriello

VILLAGE CLERK'S OFFICE

2015-0095 Release of Executive Session Minutes - January 6, 2014 - December 15, 2014

Legal Counsel has reviewed the Executive Session Minutes from January 6, 2014 through December 15, 2014 indicating the minutes or portions thereof that may not be made available for public inspection at this time.

Copies of these minutes were sent to the Board for review and comment at the February 2, 2015 Executive Session.

The Board approved placing this item on the Board agenda.

I move to approve releasing for public inspection the January 6, 2014 through December 15, 2014 Executive Session minutes, or portions thereof, that no longer require confidential treatment.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0104 Approval of the February 2, 2015 Regular Meeting Minutes

The Minutes of the Regular Meeting of February 2, 2015, were previously distributed to the members of the Board of Trustees. President McLaughlin asked if there were any corrections or additions to be made to said Minutes. There being no corrections or additions,

I move to approve the minutes of the Board of Trustees Meeting of February 2, 2015.

A motion was made by Trustee Schussler, seconded by Trustee Gira, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0105 Orland Park Rotary Club - Raffle License

The Orland Park Rotary Club is requesting a license to sell raffle tickets beginning Sunday, March 15, 2015 through Thursday, May 21, 2015 when the raffle drawing will take place at 8:00 PM.

The purpose for this raffle is to raise scholarship funds for college-bound students from the community.

I move to approve issuing a raffle license to the Orland Park Rotary Club so tickets may be sold beginning Sunday, March 15, 2015 through Thursday, May 21, 2015 when the raffle drawing will take place at Silver Lake Country Club.

A motion was made by Trustee Griffin Ruzich, seconded by Trustee Schussler, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

2015-0110 Veterans Commission - Appointment

President McLaughlin appointed Michael Raymond to the Veterans Commission.

I move to advise and consent to the appointment by Mayor McLaughlin of Michael Raymond to the Veterans Commission.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0113 Veterans Commission - Appointment

President McLaughlin appointed Dennis Durak to the Veterans Commission.

I move to advise and consent to the appointment by Mayor McLaughlin of Dennis Durak to the Veterans Commission.

A motion was made by Trustee Schussler, seconded by Trustee Fenton, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0114 Veterans Commission - Appointment

The Board approved the appointment of Robert Estand as an alternate member of the Veterans Commission. Mr. Estand was not present to be sworn in at tonight's meeting. He will be sworn in at a later date.

I move to advise and consent to the appointment by Mayor McLaughlin of Robert Estand as an alternate member of the Veterans Commission.

A motion was made by Trustee Griffin Ruzich, seconded by Trustee Gira, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

CONSENT AGENDA

Passed the Consent Agenda

A motion was made by Trustee Dodge, seconded by Trustee Schussler, to PASS THE CONSENT AGENDA, including all the following items marked as having been adopted on the Consent Agenda. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0123 Payroll - Approval

The lists of Payroll having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Bi-Weekly Payroll for January 30, 2015 in the amount of

$1,079,360.60.

This matter was APPROVED on the Consent Agenda.

2015-0124 Accounts Payable - Approval

The lists of Accounts Payable having been submitted to the Board of Trustees for approval and the lists having been determined by the Board of Trustees to be in order and having been approved by the various Department Heads,

I move to approve the Accounts Payable from February 3, 2015 through February 16, 2015 in the amount of $2,006,757.85.

This matter was APPROVED on the Consent Agenda.

2015-0069 Orland Park Public - Village Newsletter Bid Award

The Village's printed newsletter the "Orland Park Public" was first created over 30 years ago and delivered quarterly to all homes and businesses in Orland Park. The newsletter includes information from all of the village departments.

On Wednesday, February 28, 2015 bids were opened in the Village Clerk's Office for the printed version of the "Orland Park Public". The total bid price was based on 27,000 newsletters per quarter a total of 108,000 newsletters annually and per 1,000 additional copies.

Four area printers submitted bids for the next three years: Crossmark Printing of Tinley Park; Hagg Press, Inc. of Elgin; KB Offset Printing, Inc. of State College, Pennsylvania; and PrintSource Plus, Inc. of Blue Island. (See attached bid tabulations.)

Hagg Press was the lowest bidder with an annual price of $42,479.00 for four editions in 2015; $42,904.00 for four editions in 2016 and $43,548.00 for four editions in 2017.

Hagg Press was the Village's last printer for the "Orland Park Public" and provides exceptional service. Staff recommends awarding the printing of the "Orland Park Public" Village newsletter to Hagg Press of Elgin.

I move to approve accepting the bid from Hagg Press for the Orland Park Public Newsletter for one year with an annual price of $42,479.00 for four editions in 2015;

And

Approve to have the option of renewing for the amount of $42,904.00 for four editions in 2016 and $43,548.00 for four editions in 2017.

This matter was APPROVED on the Consent Agenda.

2015-0084 Avaya Telephone System Maintenance - Approve Purchase

The MIS Division has included funds in the 2015 budget for Avaya telephone system support and maintenance. The Village phone system is a hybrid of voice over IP (VoIP) and digital phone circuits. The main server is located in the Police station with a backup unit located in the Recreation Administration building. Public Works and the Sportsplex have smaller servers to handle calls.

The existing system is from 1999 and is outdated. An upgrade was performed in 2007 with new servers and software being implemented. Staff plans to engage with a telephone systems consultant to explore upgrade or replacement options for fiscal year 2016, as many of the components of the existing system are at end of life.

Staff is recommending purchasing Avaya maintenance for 2015. Billing for Avaya maintenance is performed on a monthly basis.

I move to approve the purchase of Avaya Telephone System Maintenance from Avaya Inc., of New York, New York, in an amount not to exceed $27,143.

This matter was APPROVED on the Consent Agenda.

2015-0073 Professional Weather Services - Approve Purchase

The Village has used professional weather prediction and monitoring services from Telvent DTN since 1998. Until recently, these services where provided via a satellite dish, which downloaded data into computer servers shared by various departments. Telvent has since been acquired by Schneider Electric and has moved to an on-line, Internet based service.

Services from Schneider Electric DTN include Public Safety specific, real-time information such as street level storm cell location and tracking, street level lighting strike locations, and advanced notice of severe weather conditions. The Public Works Department utilizes the Transportation edition which includes features such as: fully customizable weather data for the Village, real-time weather conditions and radar, and road pavement forecasts and road treatment recommendations.

These services are also used to display live weather information in the Public Works Command Room, Police Department Supervisors Office and Emergency Operations Center.

Staff is recommending extending the weather services from Schneider Electric for 2015. Billing is performed on a quarterly basis.

I move to approve the purchase of weather services from Schneider Electric of Omaha, Nebraska in an amount not to exceed $12,012.

This matter was APPROVED on the Consent Agenda.

2015-0043 Annual Legistar Maintenance Agreement - Expenditure Approval

Legistar is a comprehensive, integrated document management and information retrieval system designed specifically to support the legislative process, including meeting agendas, minutes of meetings, journals of proceedings, subject matter indexes and reports.

The MIS Division has included $9,069 in the FY 2015 budget for the annual Legistar Maintenance and Support Agreement. Staff is requesting approval for this service beginning February 1, 2015 to January 31, 2016.

Included in this year's maintenance is support for InSite Hosted Professional Subscription Services for period February 1, 2015 to January 31, 2016.

I move to approve the Annual Legistar Maintenance Agreement expenditure with Granicus, Inc. in an amount not to exceed $9,069.

This matter was APPROVED on the Consent Agenda.

2015-0042 GIS Software Annual Maintenance - Expenditure Approval

The Village uses ESRI ArcGIS Desktop Advanced and Basic, ArcGIS 3D Analyst, ArcGIS Network Analyst, ESRI Developer Network (EDN), and ArcPad for development and maintenance of the geographical information system, and ArcGIS Server to deploy GIS data and maps over the Internet.

The MIS Division has included $16,234 in FY 2015 budget for the ESRI GIS software maintenance and support. Maintenance includes technical support and software updates.

MIS Division will fund $12,834 of this maintenance, covering core ESRI GIS services. Public Works Water & Sewer Administration will be funding maintenance for licenses used exclusively by them in the amount of $3,400. These include one ArcGIS Desktop Advanced, three ArcGIS Basic, ArcGIS Network Analyst, and ArcPad.

I move to approve the GIS software annual maintenance expenditure in an amount not to exceed $16,234.

This matter was APPROVED on the Consent Agenda.

2015-0075 Utility Bill Outsourcing - Approval

In 2012, the Board approved a three year contract extension ending on March 31, 2015 with Infosend for the printing of utility bills. This contract extension included the printing of vehicle sticker applications for 2013 and 2015.

The 2015 vehicle sticker applications will be mailed at the end of May 2015. Infosend has provided exceptional service during the contract term.

Staff is recommending a nine month extension with Infosend for the printing of utility bills. Infosend will extend the current pricing through the end of 2015. Requests for proposals for the printing of both the utility bills and vehicle sticker applications will be issued at the end of 2015.

I move to approve waiving the bid process;

And

Approve the extension of the contract with Infosend for Utility Bill printing for a nine month period beginning April 1, 2015 and ending December 31, 2015 at the current rates.

This matter was APPROVED on the Consent Agenda.

2015-0068 Authorizing Resolution - Resolution

This resolution is required to authorize the Village President, Village Manager, Finance Director and Assistant Finance Director as Authorized Designators with BMO Harris Bank, N.A., with authorities outlined in the attached Certificate of Account Resolutions.

This resolution also authorizes the Village President and the Finance Director as dual signatories, with both signatures required on all checks drawn on Village accounts with BMO Harris Bank.

After the February 2, 2015 Committee meeting, an additional authorization was added to this item, authorizing the Village Manager, Finance Director and Assistant Finance Director as signatories on behalf of the Village with BMO Harris Bank to obtain credit by way of Corporate Card Services (Purchasing Cards).

I move to pass Resolution Number 1503, entitled: AN RESOLUTION AUTHORIZING DESIGNATED SIGNATURE AUTHORITY FOR ALL BMO HARRIS BANK ACCOUNTS, CHECK SIGNING AUTHORITY AS NECESSARY ON BMO HARRIS BANK ACCOUNTS, AND AUTHORITY TO UTILIZE BMO HARRIS BANK CORPORATE CARD SERVICES.

This matter was PASSED on the Consent Agenda.

2015-0065 Budget Rollovers - Approval

A detailed spreadsheet (by fund) of budget rollovers was attached to the Board packet and is in Legistar showing a total increase to the fiscal year 2015 budget of $20,318,411. These budget rollovers are necessary as various projects budgeted in fiscal year 2014 were not completed as of December 31, 2014.

I move to approve an amendment to the fiscal year 2015 expenditure budget in an amount not to exceed $20,318,411.

This matter was APPROVED on the Consent Agenda.

2015-0074 108th Avenue Bulk Material Transfer Storage Facility Site Grading and Bin Preparation - Bid Award

On July 7, 2014, the Village Board approved a site plan and special use permit for the Public Works Bulk Storage Temporary Facility located at 16401 108th Avenue.

Legal notices soliciting bids for this site work was posted in the SouthtownStar Newspaper on Thursday, January 8, 2015. Five (5) bids were received for processing and the sealed bids were opened by the Village Clerk's Office on Thursday, January 22, 2015.

Bids were received by, Airy's Inc., of Tinley Park, IL; Austin Tyler Construction, Inc., of Elwood, IL; Bisping Construction Co., Inc., of New Lenox, IL; Misfits Construction Company of Chicago, IL and RNR Contractors, Inc. of Morris, IL. Bid amounts are listed in the Bid Tabulation attachment.

The site work will prepare the facility to accommodate a linear series of concrete bins parallel to the south property line, complete with a berm to facilitate future landscaping and fencing around the perimeter of the facility. The installation of the berm around the site requires some earth excavation and grading. Stormwater management is also included as part of the work.

The bid included an alternate project for the construction of the interlocking concrete blocks to create the bin areas. Site work includes the "seating" of the interlocking concrete bins that will be installed at the site.

Staff recommends accepting the lowest bid of $162,718.40 submitted by Bisping Construction Co., Inc. of New Lenox, Illinois.

I move to approve awarding the 108th Avenue Bulk Material Transfer Storage Facility Site Grading and Bin Preparation bid to Bisping Construction Co., Inc. for a not to exceed cost of $162,718.40 plus a $10,000 contingency totaling $172,718.40.

This matter was APPROVED on the Consent Agenda.

2015-0078 Water Main Extension

The LaGrange Road Corridor Improvement Project contains significant water main replacement and extensions. The majority of this work was incorporated into the IDOT plans and will be completed as part of the overall project. Within the LaGrange Road right-of-way (ROW) adjacent to Orland Square Mall, a new water main is being added to improve water flow for fire protection efforts within the area. An existing dead end water main is currently located within an easement on private property just north of the Toy-R-Us building. During the engineering

process it was determined that by extending this main 135 feet west to LaGrange Road the dead end would be eliminated and provide an alternate access source or loop for the area further increasing water availability. Because this piece of water main was outside the LaGrange Road ROW, it could not be included in the IDOT project. It was, however, included as part of the IEPA permit process.

As part of the Corridor Improvement, the Village has engaged the services of V3 Companies of Woodridge, Illinois for the construction and construction management of the LaGrange Road Enhancements. Since V3 is already performing these services in the area, it was asked to add the construction of this small segment of water main to their scope of work. V3 solicited proposals from four underground contractors. Two companies submitted proposals (see attached bid summary). The lowest proposal from P&M Water & Sewer for $59,003.00 has been reviewed and determined to be of good value. Oversight of the installation will be performed by V3 through their existing project contract.

I move to approve to increase the contract with V3 Companies of Woodridge, Illinois for the installation of the Toys-R-Us Water Main in an amount not to exceed $59,300.00

This matter was APPROVED on the Consent Agenda.

2015-0079 Catalina Subdivision Drainage Improvement - BP Pipeline Storm Sewer Crossing Agreement

As part of the Catalina Storm Water Improvement Project, two ponds were constructed along with storm sewer piping. The ponds are located on village property under the ComEd high power lines east of 80th avenue and south of Wheeler Drive. The BP pipeline also exists within the same corridor. Construction of the dual 18” storm sewers and associated manhole structures has already been completed following the guidelines as established within this agreement.

Village staff, Christopher B. Burke Engineering Ltd., our project consultant and the Village Attorney has reviewed the agreement and find the terms acceptable. A pipe previously existed in the same location and this crossing agreement does not place any undue maintenance burden or cost upon the Village. This agreement is simply an acknowledgement of BP’s requirements to maintain adequate protection and separation between their Chicago pipeline and the proposed storm sewer.

I move to approve to accept the BP pipeline crossing agreement for the storm sewer improvements constructed as part of the Catalina Subdivision Drainage Improvement Project.

And

Authorize the Village Manager to execute the agreement.

This matter was APPROVED on the Consent Agenda.

2015-0080 Grasslands Subdivision Detention Basin - Proposal

In 2005, the Village Board approved Christopher B. Burke Engineering (CBBEL) to complete the engineering for the Grasslands Detention Basin in an effort to mitigate overland flooding in the Grasslands Subdivision. Since that time, the initial pond construction (Phase I) has been completed. Dam construction (Phase II) will increase storage capacity to final design parameters. The Army Corps of Engineering approval was received in late 2009. Permitting from the Illinois Department of Natural Resources - Office of Water Resources (IDNR-OWR) has been ongoing and required contract increases in 2010 and 2013. Since initiating this effort, the IDNR has once again changed the requirements for issuing the permit. A new fee structure has been implemented requiring the payment of $5,600 for review. To avoid further delays, CBBEL paid the fee on behalf of the Village. In addition, spillway design requirements were changed, necessitating a re-design and re-engineering of the new structure. It is not anticipated that there will be any other hurdles preventing the final approval of the permit.

At staff's request, CBBEL has submitted an accounting of the additional expenses required to finalize the permit process. These are anticipated to be the last items necessary prior to bidding the project for construction. The total cost for the proposal from CBBEL is $19,938.

I move to approve to accept the proposal from Christopher B. Burke Engineering (CBBEL) of Rosemont, Illinois, for the additional IDNR permitting expenses in an amount not to exceed $19,938, and amend the existing agreement.

This matter was APPROVED on the Consent Agenda.

2015-0081 Disposal of Village Equipment - Ordinance

The Village's Public Works Department is requesting that the Village declare the equipment that was described in the attached document in the Board packet and in Legistar as surplus property and to dispose of through PublicSurplus.com (online auction). These items are no longer necessary or useful for the Village of Orland Park.

In order to legally dispose of municipal property, the Village must adopt an ordinance that describes the items to be sold.

In the event that two (2) attempts have been made to sell said property, and that no bids have been received equal to the minimum price, the property shall be either donated or scrapped as determined by the Village Manager.

I move to pass Ordinance Number 4962, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was PASSED on the Consent Agenda.

2015-0082 Annual Village-owned Traffic Signal Maintenance - Proposal

The Public Works Department contracts out the preventative maintenance for the thirteen (13) Village-owned traffic control signal systems.

The Village has traditionally utilized the same contractor that performs this work for the State and County as part of their bid procedure.

The contractor selected by the State and County for their signal work again this year is Meade Electric Company, Inc. of McCook, Illinois. Meade has performed this work for the Village for many years. In 2013, Meade submitted a proposal for maintenance in the amount of $145 each per month. This is the same as in 2014; while the last increase in this cost was 5% from 2012 pricing. The proposal was for a two-year period with an option for a third year at the Village's discretion. At this time, staff recommends exercising the option to extend the term of the contract for a third year. This proposal provides the same timeframe and agreement that the State and County recently entered into with Meade. The cost of repairs due to damage or failure is above and beyond the scope of this proposal and is determined on a case by case basis.

I move to approve waiving the bid process for this service;

And

Approve accepting the proposal from Meade Electric Company, Inc. of McCook, Illinois, for traffic signal maintenance for the thirteen (13) Village-owned traffic signals at a cost not to exceed the Board approved allocated amount for 2015.

This matter was APPROVED on the Consent Agenda.

2015-0083 Disposal of Village Equipment at Public Auction - Ordinance

At the end of 2014, the Public Works Department replaced various vehicles within the Village's police fleet. The Vehicle & Equipment Division of Public Works would like to sell these used vehicles using the auction services provided by Manheim Arena Illinois located in Bolingbrook, Illinois.

Manheim represents an alternative and faster method for the Village to dispose of surplus vehicles. Manheim will sell the vehicles for the Village with a flat fee of $150.00 per vehicle, which will be deducted from the sale price of the vehicles. The Village would be paid within 48 business hours after the sale by check or direct deposit. These fees will include the title transfer to the buyer.

In order to legally dispose of municipal property, the Village must adopt an ordinance that describes the item to be sold.

I move to pass Ordinance Number 4963, entitled: AN ORDINANCE AUTHORIZING DISPOSAL BY PUBLIC AUCTION OF PERSONAL PROPERTY OWNED BY THE VILLAGE OF ORLAND PARK, ILLINOIS.

This matter was PASSED on the Consent Agenda.

2015-0089 Potable and Surface Water Sample Testing - Proposal

In order to ensure safe drinking water in the Village, the IEPA requires the Village to draw samples from the potable water system and have them lab tested for disinfection by-products; more specifically, Total Trihalomethenes (TTHM's) and Haloacetic Acid (HAA's).

The Village has a contract with Suburban Laboratories, Inc. of Hillside, Illinois to perform water quality testing on an as needed basis at agreed upon prices per event. Suburban Laboratories is the only certified laboratory in the area that can perform TTHM/HAA testing. The cost this year for testing potable water for TTHM's/HAA's will not exceed $4,800.00

The Village also participates with the Hickory Creek Watershed Planning Group Committee (HCWSC) to draw surface water samples from two (2) streams tributary to the Hickory Creek Watershed. In addition, in order to establish a baseline for future projects, samples are drawn from three (3) other streams relating to other watersheds located within the Village.

The HCWSC also has an agreement with Suburban Laboratories to provide testing services for HCWSC members. The cost for testing surface water samples for the two (2) locations from the Hickory Creek watershed is being absorbed by the HCWSC. Suburban Laboratories has agreed to provide the same pricing to the Village for its sampling of 3 additional areas. The cost for surface water testing will not exceed $4,600.00.

I move to approve the proposals from Suburban Laboratories, Inc. of Hillside, IL for potable and surface water sample testing at a cost not to exceed $9,400.

This matter was APPROVED on the Consent Agenda.

DEVELOPMENT SERVICES, PLANNING AND ENGINEERING

2015-0126 2014-2015 Zoning Map Update

Per state statute, the Village must update and publish a zoning and boundary map reflecting the changes that occurred during the previous calendar year. Attached are the listings of zoning changes for the calendar year 2014 through February 16, 2015.

Development Services Department has reviewed the map and listings and is in concurrence with the changes.

The 2014-2015 Zoning and Boundary Map, with the zoning changes highlighted, is displayed in the Board room. It is requested that the Board read into the record the following motion in order that we may proceed with the publication of the official zoning and boundary map.

I move to approve the Official Zoning and Boundary Map of the Village of Orland Park, Cook and Will Counties, Illinois, reflecting the true and correct zoning of the Village of Orland Park as of February 16, 2015, and that said Official Zoning and Boundary Map be authorized to be published.

A motion was made by Trustee Fenton, seconded by Trustee Gira, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

AMEND THE AGENDA

President McLaughlin requested that because there are so many Veterans present for the US Vietnam War Commemoration 50th Anniversary announcement that a motion be made to amend the agenda to move this item to be discussed at this time.

I move to approve amending the Board Agenda and move the US Vietnam War Commemoration 50th Anniversary Announcement to be discussed at this time.

A motion was made by Trustee Dodge, seconded by Trustee Schussler, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0116 US Vietnam War Commemoration 50th Anniversary - Announcement

President McLaughlin gave a brief explanation that in June, 2013 Orland Park was named a commemorative partner for the Vietnam War Commemoration planned by the United States Department of Defense. The department is conducting a program to observe the 50th anniversary of the Vietnam War during the commemorative period of 2015 to 2017.

As a commemorative partner, the Village of Orland Park will plan and carry out at least two events each year during the commemorative period, 2015 to 2017. These events, held across the country, will recognize, thank and honor Vietnam

Veterans and their families.

President McLaughlin along with Veterans Commission Secretary Gail Blummer unveiled two of the Village's recognition efforts. The first is the 2015/17 - Village of Orland Park vehicle sticker design that salutes the commemoration that will go on sale this summer. The second is the display of the framed Department of Defense 50th Anniversary Flag that will be displayed in the lobby of the Frederick T. Owens Village Hall.

Other events planned for Orland Park include a Vietnam Veterans Float being planned for the Orland Park Lions Clubs Annual Orland Days Parade on Sunday, May 31, 2015; a community booth devoted to the 50th anniversary will be among those at the Taste of Orland Park 2015, July 31st, August 1st and 2nd. The Vietnam Moving Wall will return to Orland Park October 1st through October 4th and the Veterans Commission has requested that the Agent Orange Quilt of Tears return to Orland Park when the wall is on display.

NO ACTION was required.

2015-0039 Centennial Park West Policy

Village Manager Grimes reported that Centennial Park West is located on Park Station Boulevard bordered by the boulevard, the commuter parking lot, and the Metra rail tracks. This park is west of Centennial Park proper and connected by a short sidewalk tunnel under the rail tracks.

Recently, the Village was approached by a local organization seeking to host a concert event in Centennial Park West. This would be the first event held in the park itself that was not a Village sponsored event. The Village requires a special event permit for any organization hosting a special event on a public property that is open to the public. Large events are typically in Centennial Park proper or at John Humphrey Complex.

Staff sought direction on January 19, 2015 from the Development Services, Planning and Engineering Committee, to determine whether consideration should be given to allow outside groups to host concert events in the Centennial Park West location.

Points that were discussed that Committee meeting:

* Centennial Park West is distinct from Centennial Park proper and should be treated as such.

* A Village Board policy should be adopted to determine the frequency for approval of concert events hosted by organizations other than the Village. This will ensure that the facility is available and in good condition for Village events. (For example, if heavy rain causes event goers to trample the turf, consideration for time and/or restoration of the turf could be needed.)

* It was suggested that staff confer with the Colette Highlands Home Owners Associations to gather feedback on the concert events that they would like to see held in this location and discuss any concerns or ideas that they may have. Following the Committee discussion, staff spoke with representatives from the Colette Highlands area and they were, in general, very supportive of the concert events that have been held in the park. Most stressed that there is a strong desire to see additional events programmed here. Concerns raised included the need for the Village to continue to regulate parking and traffic for events held here. Event types preferred were “all ages” providing a “family friendly” environment for those who attend.

* The committee recognized that charitable groups or non-profits are distinct from private, for profit entertainment groups. Applications for use of Centennial West for concert events could be limited to the former.

* The committee discussed the option to have concert events organized by outside entities held in Centennial Park West advance on a case by case basis for approval by the Village Board.
For other locations, the permit process typically includes a Special Event Permit application that is handled administratively and reviewed by a staff committee consisting of department representatives (Police, Parks, Recreation, Development Services, Finance, Village Manager’s Office and the Mayor’s Office).

* Any organization seeking approval for a concert event in this location that is planning to apply for a liquor license should be required to make that known when it is brought forward for general consideration of approval by the Village Board. The Class F Liquor License requirements, administered separately by the Liquor Commissioner.

Village Manager Grimes stated that If the Board decides that events will be held other than Village sponsored concerts at Centennial Park West than there needs to be some type of a policy consensus made.

Village Manager Grimes explained that as an attachment in Legistar and also to the Board packet was a list of policy options for use of Centennial Park West for concert events hosted by organizations other than the Village of Orland Park.

Trustee Fenton stated that although the Board knows that it has to be Orland Park Police for the security, this should be clearly stated as a condition in the policy. Private security would not be accepted. Another issue is restoration costs; if property is destroyed the event will pay to replace everything to its original condition.

Trustee Ruzich stated that a hefty security deposit should be implemented and always can be returned if there is not damage done.

Trustee Schussler agreed with the security deposit. He suggested a different fee schedule for profit and non-for-profit groups (with a tier structure for local non-for-profit and nonlocal non-for-profit).

President McLaughlin stated that when it was first discussed to have an outdoor concert area in Orland Park, he believed it was a good idea so folks would not have to travel to the Ravinia concert venue or downtown Chicago. The problems are how to control a large event and what the Village needs to change in fees to cover the extra expenses. He does not want the fees to be too low for the use of this venue.

Trustee Dodge stated the Board has wanted this area to move forward with concerts. However, it is important for the Board to receive the residents input that live near the park. He suggested possible an online survey for all of Orland Park to participate in on what they would like to see for this area. Most important he wants the input of all the Homeowners Associations in the area.

Trustee Dodge commented that he wants to make sure staff is aware of the costs to support the fee structure making sure enough is collected. Parking will be another thing to think about. Access for parking has been limited to the neighborhood west of this area, he questioned on a concert day, if residents in that area want to have friends over, how they will get past the security for the concert to enter.

Assistant Village Manager Ellen Baer stated that has happened with the Village's concerts in the past and parking permits have been issued to the residents during the month of the concert. Residents may pick these permits up at Sportsplex or Recreation Administration building.

Village Manager Grimes reminded the Board that this policy is just an initial policy and there is a long way to go with this concert venue. As an early policy it will be better to be more restrictive and as time goes we can make changes.

President McLaughlin suggested that anyone can make suggestions electronically and this will be going to a Public Hearing so that anyone can come to that meeting to voice their opinions. He wants to make sure that the residents voices are heard in that area. Trustee Ruzich stated that a hefty security deposit should be implemented and always can be returned if there is not damage done.

I move to direct staff to draft a policy for use of Centennial Park West;

And

Direct staff to prepare a Resolution allowing outside organizations meeting Board

approved requirements.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

MAYOR'S REPORT

2015-0115 Amend Number of Liquor Licenses - Title 7 Chapter 4 - Ordinance

Increase number of Class D (packaged beer & wine) liquor licenses from zero (0) to one (1) for The Brass Tap restaurant which desires to sell packaged artisan beer gift baskets.

Increase number of Class M (BYOB Restaurant) liquor licenses from zero (0) to one (1) for Cafe Gaston, 14438 John Humphrey Drive.

I move to pass Ordinance Number 4964, entitled: AN ORDINANCE AMENDING TITLE 7 CHAPTER 4 OF THE ORLAND PARK MUNICIPAL CODE, REGARDING THE AVAILABLE NUMBER OF CLASS D AND CLASS M LIQUOR LICENSES ISSUED BY THE VILLAGE OF ORLAND PARK, COOK AND WILL COUNTIES, ILLINOIS

A motion was made by Trustee Dodge, seconded by Trustee Fenton, that this matter be PASSED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

2015-0135 Creation of Orland Park History Museum Development and Advisory Board - Ordinance

President McLaughlin reported that the need for an Orland Park History Museum first became evident when the Orland Historical Society began turning away residents who were interested in donating items. The Humphrey House was overflowing with donations. Since the Orland Historical Society's emphasis has primarily become focused on the Humphrey House and its history, the group donated all of the contents from the attic of the Humphrey House to the Village.

Since then the Village of Orland Park has reached out to the community for any Orland Park memorabilia by way of social media, knocking on doors of local

businesses and word of mouth. We have received many donations since then.

Donations have ranged from important Orland Park historical documents, photos, and most recently, a yoke of a horse from an out of state resident whose family owned a dairy farm in Orland Park at the turn of the century. Staff has been recording and documenting oral histories of many lifelong senior residents.

The Village of Orland Park has invested in museum software and recently secured the Old Village Hall for the location of the Orland Park History Museum. Basic renovations of the building have already begun. A federal museum planning grant has been applied for with the National Endowment for the Humanities. The NEH will begin notifying recipients in late summer.

I move to pass Ordinance Number 4965, entitled: AN ORDINANCE CREATING THE MUSEUM DEVELOPMENT AND ADVISORY BOARD, ESTABLISHING THE MEMBERSHIP AND TERMS OF APPOINTEES TO SAID BOARD AND AMENDING TITLE 2 (BOARDS AND COMMISSIONS) OF THE ORLAND PARK VILLAGE CODE

A motion was made by Trustee Schussler, seconded by Trustee Gira, that this matter be PASSED. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

EXECUTIVE SESSION

I move to recess to a Closed Executive Session for the purpose of discussion of a) approval of minutes; b) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; c) the purchase or lease of real property for the use of the village; and d) setting a price for sale or lease of village property.

A motion was made by Trustee Fenton, seconded by Trustee Griffin Ruzich, that this matter be RECESS. The motion carried by the following vote:

Aye: 6 - Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin

Nay: 0

Absent: 1 - Trustee Calandriello

RECONVENE BOARD MEETING

The roll was called to reconvene the Regular Meeting and Trustees Fenton, Dodge, Schussler, Gira, Ruzich, and President McLaughlin were present.

Trustee Calandriello was absent.

Purpose of the Executive Session was for the discussion of a) approval of minutes; b) collective negotiating matters between the village and its employees, or their representatives, or deliberations concerning salary schedules for one or more classes of employees; c) the purchase or lease of real property for the use of the village; and d) setting a price for sale or lease of village property.

ADJOURNMENT - 9:25 PM

A motion was made by Trustee Schussler, seconded by Trustee Dodge, that this matter be ADJOURNED. The motion carried by the following vote:

Aye:	6 -	Trustee Fenton, Trustee Dodge, Trustee Schussler, Trustee Gira, Trustee Griffin Ruzich, and President McLaughlin
Nay:	0	
Absent:	1 -	Trustee Calandriello

/nm

APPROVED: March 2, 2015

Respectfully Submitted,

/s/ John C. Mehalek

John C. Mehalek, Village Clerk