

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
September 24, 2019

President Wepler called to order a meeting of the Board of Trustees at 8:00 p.m. in the Village Hall, 118 West Cook. Those present were: President Terry Wepler, Trustees Donna Johnson, Richard Moras, Jay Justice, Scott Adams, Peter Garrity, and Patrick Carey.

EMPLOYEE RECOGNITIONS

President Wepler congratulated and recognized Ashley Engelmann on her one year anniversary as the Deputy Village Administrator.

President Wepler congratulated and recognized Dylan Valkenaar on his one year anniversary as a Libertyville Police Officer.

ITEMS NOT ON THE AGENDA

President Wepler asked if anyone had an item to bring before the Village Board that was not already listed on the agenda. There were no items.

OMNIBUS VOTE AGENDA

President Wepler asked if any Board Member wanted an item removed for separate discussion. No items were brought forth.

Omnibus Vote Agenda

- A. Minutes of the September 10, 2019 Village Board Meeting
- B. Bills for Approval
- C. **RESOLUTION NO. 19-R-161:** A Resolution Approving a Raffle License – Youth Conservation Corps
- D. **RESOLUTION NO. 19-R-162:** A Resolution Approving a Banner Display Request in Cook Park – High School District #128
- E. **RESOLUTION NO. 19-R-163:** A Resolution to Allow the Use of Public Property – Knights of Columbus
- F. **RESOLUTION NO. 19-R-164:** A Resolution Approving a Traffic Enforcement Agreement – 122 E. Church Street
- G. **RESOLUTION NO. 19-R-165:** A Confirming Resolution Approving Change Order #1 for the Lake Street Parking Garage Annual Maintenance Contract – Western Specialty Contractors
- H. **RESOLUTION NO. 19-R-166:** A Resolution Approving an Easement Agreement – 535 N. St. Mary's Road
- I. **ORDINANCE NO. 19-O-74:** An Ordinance Declaring Surplus Property

Trustee Johnson moved to adopt the items listed on the Omnibus Vote Agenda in a single group pursuant to the omnibus vote procedures of the Libertyville Municipal Code. Trustee Moras seconded. President Weppler asked for further questions or comments and there were none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION NO. 19-R-167: A Resolution to Award a Contract for Snow Removal Services – J & E Nursery

President Weppler explained that the Fiscal Year 2019/20 Annual Budget provides collective funding in the amount of \$144,700 for contractual snow removal and de-icing services for various locations throughout the Village. The funding breakdown is \$60,000 in the Commuter Parking Fund, \$9,000 in Central Business District Parking; \$35,700 in the Sports Complex Fund and \$40,000 in Parks Maintenance.

The locations included the Metra station parking lots and walkways, public sidewalks in the central business district and along Milwaukee Avenue, Village building parking lots and walks and the sports complex parking lot and walks.

The Village initially solicited for bids in early August of this year, but the bids were rejected due to the inability to determine a low bidder. Staff revised the bid schedule to include more information and issued a request for proposals on August 14, 2019. Sealed bids were opened August 30, 2019. Four bids were received and are summarized in the table below.

Contractor	Bid Price
J & E Nursery, Ltd.	\$127,950
Landscape Concepts	\$157,250
Snow Systems	\$181,850
Ampol Group	\$187,800

The responsive low bidder was J & E Nursery, Ltd. Staff contacted their provided references and received positive feedback. In addition, Staff met with the owner to receive assurances that the performance issues of the previous contract of four years ago will not occur again. Due to the high probability for a large number of occurrences and long duration for the upcoming snow removal and ice control events, it was recommended to award the contract in the amount of the available budgeted funds of \$144,700.

Staff recommended approval of the resolution to award the annual contractual snow removal services contract to J & Nursery, Ltd. in the not-to-exceed budgeted amount of \$144,700 and authorized the execution by the Village Administrator. President Weppler then asked for questions and comments.

Trustee Garrity asked if the bidder had offered assurance that the work would be completed as promised. Director of Public Works stated that the key is communication regarding explanations and expectations. He noted that Staff met with the owner and they will continue to hear from Village Staff to follow up. Trustee Garrity asked of the possibility of penalty clauses, but Director Kendzior stated there were none at this time.

President Weppler asked if J&E has the necessary equipment to perform to the Village's expectations. Director Kendzior stated that J&E would be purchasing a new V plow, but they might lack adequate snow blowers.

Trustee Johnson moved to award a contract to J & E Nursery, Ltd. for the annual contractual snow removal services. Trustee Justice seconded. President Weppler asked for further questions or comments and there were none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

RESOLUTION NO. 19-R-168: A Resolution Approving a Special Event – MainStreet Libertyville Chef Fest

President Weppler reported that MainStreet Libertyville Inc., (MSL) submitted a letter requesting Village Board approval for the annual Chef Fest event, which will be held on Saturday, November 9, 2019. MSL is also requesting a waiver of the \$50 fee for the Special Event Liquor License fee, as the event is a fundraiser.

Village Staff recommended Village Board approval of the event and the fee waiver, subject to obtaining the appropriate liquor licenses. President Weppler asked for questions and comments and there were none.

Trustee Garrity moved to approve the resolution to approve a MainStreet's Chef Fest, and Trustee Carey seconded. President Weppler asked for further questions or comments and there were none. The motion carried on roll call vote as follows:

AYES: Trustees Johnson, Moras, Justice, Adams, Garrity, and Carey

NAYS: None

PETITIONS AND COMMUNICATIONS

President Wepler announced the following:

- The Plan Commission will meet at 7:00 p.m. on Monday, September 30, 2019
- The Parks and Recreation Committee will meet at 6:00 p.m. on Tuesday, October 1, 2019
- The Human Relations Committee will meet at 5:00 p.m. on Wednesday, October 2, 2019
- The Comprehensive Plan Review Committee will meet at 6:30 p.m. on Wednesday, October 2, 2019
- The Water and Sewer Committee will not meet at 7:00 p.m. on Tuesday, October 8, 2019
- The Village Board will meet at 8:00 p.m. on Tuesday, October 8, 2019

President Wepler noted that he had attended the opening of Libertyville High School's new natatorium.

He also noted that Trustee Donna Johnson had been chosen by the YMCA of Lake County as a 2019 Woman of Achievement recipient.

Village Administrator Kelly Amidei reminded the Board of the Committee of the Whole on Tuesday, October 8, 2019, beginning at 6:30 p.m.

ADJOURNMENT

With no further business to come before Village Board, Trustee Johnson moved to adjourn at 8:19 p.m., and Trustee Moras seconded. The motion carried on a unanimous voice vote.

Respectfully submitted,

by: *Sally A. Kowal, Deputy Clerk*

Sally A. Kowal
Village Clerk