

Regular Meeting of the Board of Trustees - Minutes

**MINUTES OF THE REGULAR BOARD MEETING OF THE TRUSTEES,
VILLAGE OF TINLEY PARK, COOK AND WILL COUNTIES,
ILLINOIS, HELD OCTOBER 17, 2017**

The regular meeting of the Board of Trustees, Village of Tinley Park, Illinois, was held in the Council Chambers located in the Village Hall of Tinley Park, 16250 S. Oak Park Avenue, Tinley Park, IL on October 17, 2017. President Vandenberg called this meeting to order at 7:43 p.m. and led the Board and audience in the Pledge of Allegiance.

Present and responding to roll call were the following:

Village President:	Jacob C. Vandenberg
Village Clerk:	Kristin A. Thirion
Trustees:	Brian H. Younker Michael J. Pannitto Cynthia A. Berg William P. Brady Michael W. Glotz Michael J. Mangin
Absent:	None
Also Present:	
Village Manager:	David J. Niemeyer
Village Attorney:	Patrick Connelly

Motion was made by Trustee Younker, seconded by Trustee Brady, to approve the agenda as written or amended for this meeting. Vote by voice call. President Vandenberg declared the motion carried.

Motion was made by Trustee Younker, seconded by Trustee Brady, to approve and place on file the minutes of the Special and regular Village Board meetings held on October 3, 2017. Vote by voice call. President Vandenberg declared the motion carried.

Motion was made by Trustee Pannitto, seconded by Trustee Berg, to consider approving the following Consent Agenda items.

The following Consent Agenda items were read by the Village Clerk:

- A. CONSIDER REQUEST FOR A BLOCK PARTY PERMIT ON SATURDAY, OCTOBER 21, 2017, ON WALNUT LANE BETWEEN 9025 AND 9131 FROM 2:00 P.M. TO 9:00 P.M.
- B. PAYMENT OF OUTSTANDING BILLS IN THE AMOUNT OF \$2,752,648.06 AS LISTED ON THE VENDOR BOARD APPROVAL REPORTS DATED OCTOBER 6 AND OCTOBER 13, 2017.

President Vandenberg asked if anyone from the Board would like to remove or discuss any items from the Consent Agenda. No items were removed or discussed. Vote on roll call: Ayes: Younker,

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Pannitto, Berg, Brady, Glotz, Mangin. Nays: None. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Pannitto, seconded by Trustee Younker, to **APPOINT PATRICK CARR TO THE POSITION OF ASSISTANT VILLAGE MANAGER**. With the resignation of the Village's previous Assistant Village Manager, a vacancy was created for the position. Mr. Carr was appointed Interim Assistant Village Manager on May 16, 2017, and has performed satisfactorily in that position while maintaining his positions as Director of Emergency Management and Director of 911/Communications. He has been Emergency Management Director since 2005 and Director of 911/Communications since 2012. President Vandenberg asked if anyone cared to address the Board. A citizen asked if and when the Director of Emergency Management/Communications Director position would be filled. President Vandenberg stated in the near future, once the resignation is received from Mr. Carr. The citizen asked if there is anyone in mind for the position. President Vandenberg stated not yet. Vote on roll call: Ayes: Younker, Pannitto, Berg, Brady, Glotz, Mangin. Nays: None. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Glotz, seconded by Trustee Mangin, to waive first reading, adopt and place on file **ORDINANCE NUMBER 2017-O-060 AMENDING TITLE IX, CHAPTERS 91.01 DEFINITIONS, CHAPTER 91.14 KEEPING CERTAIN ANIMALS PROHIBITED AND ADDING CHAPTER 91.40 POULTRY LICENSING**. In 2014 the Village received complaints from residents regarding neighbors keeping poultry in violation of Village Code Title IX, Chapter 91.14 (B): "It shall be unlawful to house or keep any live poultry or fowl within 100 feet of any school or church, or within 100 feet of any residence other than the residence of the owner of such animals, poultry, or within 100 feet of any public street."

Staff researched licensing structures for keeping of poultry. A draft ordinance which incorporated resident concerns and input from the Hens for Tinley community group was brought to the September 19, 2017, Community Development Committee meeting, and was brought before the Plan Commission for a courtesy review at their September 21, 2017, meeting.

It is Staff's opinion that the attached ordinance provides for the keeping of poultry without negatively impacting adjacent property owners. The amendments specifically address the need to screen the chicken coop and run. While it may not be possible to completely eliminate the noise made from hens laying eggs, it is possible to eliminate the views and the possible negative impact if the chickens are not kept in a sanitary manner.

The ordinance as proposed:

1. Creates a licensing structure to allow poultry on single family detached residences with a minimum lot size of 7,500 located in the R1, R2, R3, R4, R5, and R6 Zoning Districts.
2. Reduces the required setback for the chicken coops and chicken runs from a neighboring home 100' to 75.'
3. Prevents "nuisance" by requiring sanitation of the coop, run, and food container.
4. Requires a building permit for installation of a coop and run.
5. Requires 6' opaque privacy fencing to screen the coop and run from neighbors.
6. Establishes standards for the care and handling of hens, and the chicken coop and run.
7. Requires an annual license and inspection of the placement, maintenance, and sanitation of the coop and run.

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The ordinance to amend the Village Code Title IX, Chapter 91 is attached for Village Board consideration. Due to the comprehensive review from the Community Development Committee and the courtesy review from the Plan Commission, Staff recommends first reading be waived.

President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. Trustee Pannitto asked if this item went before the Plan Commission. Stephanie Malmberg, Planner, stated that this Ordinance is not in the Plan Commission's authority, it is not part of the Zoning Ordinance. The Plan Commission did a courtesy review of this Ordinance. Trustee Pannitto then asked why the distance from neighboring properties was reduced to 75 feet. Ms. Malmberg stated a distance of 25 feet is to address a request from Hens for Tinley to extend the distance from the original amended distance, the distance was then reduce from 100 feet to 75 feet. This was discussed at the Community Development Committee. Trustee Berg asked if Hens for Tinley could provide salmonella education and information on how to handle the eggs safely. Ms. Malmberg stated that the licensing standards have protocol on how to care for the eggs. Trustee Brady asked if these eggs are just for consumption at home or can they be sold outside the home. Ms. Malmberg stated they are for their own use. President Vandenberg asked if this is part of the license and will this be regulated. Village Attorney Connelly stated that if they sold these outside the home, it would cross into a home business and that Staff should be directed to keep watch on this during inspections. President Vandenberg directed Staff to keep a close watch on this so they do not become a nuisance.

Vote on roll call: Ayes: Berg, Brady, Glotz, Mangin. Nays: Younker, Pannitto. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Glotz, seconded by Trustee Mangin, to waive first reading of **ORDINANCE NUMBER 2017-O-061 GRANTING A SPECIAL USE PERMIT TO ALLOW FOR A RECREATIONAL BUSINESS USE (INCLUDING GROUP FITNESS CLASSES) AND ALLOWING THE BUSINESS TO OPEN AT 5:00A.M. IN THE NG (NEIGHBORHOOD GENERAL) ZONING DISTRICT (MARK HIGGINS, MILE 1 FITNESS – PETITIONER)**. President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. Trustee Glotz stated that he would like to waive this item to expedite this item. Vote by voice call. President Vandenberg declared the motion carried.

Motion was made by Trustee Glotz, seconded by Trustee Younker, to place on first reading **ORDINANCE NUMBER 2017-O-061 GRANTING A SPECIAL USE PERMIT TO ALLOW FOR A RECREATIONAL BUSINESS USE (INCLUDING GROUP FITNESS CLASSES) AND ALLOWING THE BUSINESS TO OPEN AT 5:00A.M. IN THE NG (NEIGHBORHOOD GENERAL) ZONING DISTRICT (MARK HIGGINS, MILE 1 FITNESS – PETITIONER)**. The petitioner, Mark Higgins of Mile 1 Fitness, requests a Special Use Permit to: 1) allow a recreational business use (including group fitness classes); and 2) allow the business to open at 5:00 a.m. at 17030 Oak Park Avenue in the NG (Neighborhood General) Zoning District.

The fitness classes will include treadmills, rowing machines, dumbbells, spin bikes, and yoga. TV screens in the facility will show heart rates and work out details as collected by the heart rate monitors worn by the clients. Classes will be 55 minutes in total and will generally run simultaneously in two workout rooms with 10-15 minutes between sessions. The petitioner plans to have morning and evening classes when starting the business and may extend the business hours until 9:00 p.m. if the classes become popular.

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Parking is typically a concern for this type of business. The site has sixteen (16) parking spaces directly south of the petitioner's tenant space, ten (10) of which are exclusively leased to the petitioner. Rows of parking exist along the east and west sides of the commercial strip center and within a parking lot on the west side of the alley. Staff notes that the petitioner's hours of operation are typically opposite from other tenants in the strip center, so parking needs will rarely overlap.

Noise from music inside the facility can also be a concern. The petitioner is amenable to conditions related to sound as listed below.

The Plan Commission recommended the following conditions for the Special Use Permit:

1. That sound shall not exceed 50 dB when measured from outside the tenant space (exterior of the building or within the adjacent tenant space). Sound shall not cause a nuisance to other tenant spaces or surrounding properties. The petitioner will be required to do soundproofing if there are valid complaints regarding noise.
2. That the trash enclosure south of the tenant space is removed prior to release of the Certificate of Occupancy.
3. That the petitioner provides potted plants with seasonal plant material outside the entrance in order to meet the spirit of the landscape requirement.

The Plan Commission held a Public Hearing on October 5, 2017, and voted unanimously (9-0) to recommend APPROVAL of the Special Use Permit. President Vandenberg asked if anyone cared to address the Board. President Vandenberg asked if any other tenants in the strip mall were concerned about parking or any other issues. Ms. Malmborg noted that they did get one phone call concerned about parking. She and the Zoning Administrator examined the parking and found there to be adequate parking for this business. Vote by voice call. President Vandenberg declared the motion carried.

Motion was made by Trustee Younker, seconded by Trustee Berg, to **APPROVE A CONTRACT EXTENSION WITH BEVERLY ENVIRONMENTAL FOR FISCAL YEAR 2018 PARKING LOT AND SIDEWALK SNOW REMOVAL**. In 2015, the Village of Tinley Park competitively bid its parking lot and sidewalk snow removal. The proposed contract extension would be for snow removal at the 25 parking lot and sidewalk locations covered by the contract/agreement. The contract terms allow the Village, at its sole discretion, to extend the agreement up to two (2) additional years. Beverly Environmental provided the Village with acceptable service levels during the FY 2016 season and FY 2017 season. This service would be at the same rates as the previous year. As such, staff is recommending that the Village exercise its option to extend the agreement for the 2017-18 snow season. Funds for this contract are budgeted and available in the current fiscal year budget. This item was discussed at the Public Works Committee meeting held on October 10, 2017. President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. No one came forward. Vote on roll call: Ayes: Younker, Pannitto, Berg, Brady, Glotz, Mangin. Nays: None. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Younker, seconded by Trustee Glotz, to **AWARD THE CONTRACT FOR SNOW AND ICE REMOVAL AT CUL-DE-SACS IN THE VILLAGE OF TINLEY PARK**. This service contract covers the removal of snow by a qualified contractor from the 252 cul-de-sacs located throughout the Village. The bids were required to include pricing for two (2) optional contract extensions of one (1) year each that may be approved at the sole discretion of the

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Village. The bids were received as follows:

Contractor	Bid Amount
Zenere Companies, Thornton, IL	\$134,298
Tovar, East Dundee	\$234,112
Budgeted Amount	\$225,000

The low bid is below the budgeted amount for this project. However, final expenditures will be based on the severity of the winter season. This item was discussed at the Public Works Committee meeting held on October 10, 2017. President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. No one came forward. Vote on roll call: Ayes: Younker, Pannitto, Berg, Brady, Glotz, Mangin. Nays: None. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Brady, seconded by Trustee Berg, to **AUTHORIZE THE VILLAGE ATTORNEY AND STAFF TO NEGOTIATE A CONTRACT FOR REPLACEMENT, REPAIRS AND NEW INSTALLATION OF LICENSE PLATE RECOGNITION & SECURITY CAMERAS AT THE INTERSECTION AND SURROUNDING AREAS OF 183RD STREET & HARLEM AVE. WITH F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES OF CHICAGO, IL.** Funds in the amount of \$190,000 were included in the current fiscal year budget for upgrading of the current camera systems at intersections within the Village limits. In response to the request for expeditious results, the Village will be utilizing the Job Order Contracting (JOC) procurement method. F.H. Paschen, S.N. Nielsen & Associates is the awarded general contractor that will perform the work under an existing cooperative contract through the City of Naperville. This contract is for usage by other jurisdictions within Illinois pursuant to 30 ILCS 525 (Procurement #11-082).

Staff requests the utilization of an amount not to exceed \$170,000.00 for F.H. Paschen, S.N. Nielsen & Associates to perform the necessary work and construction oversight for the replacement, repairs and upgrades of the camera system at the intersection of 183rd St. & Harlem Ave. F.H. Paschen, S.N. Nielsen & Associates has performed work for the Village in the past and their performance was deemed to be of satisfactory quality. This item was discussed at the Public Works Committee meeting held on October 10, 2017. President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board.

President Vandenberg asked John Urbanski, Assistant Public Works Director, to explain Job Order Contracting (JOC). Mr. Urbanski noted that JOC is a State purchase contract through a company called EZ Gordian, a contract administrator that creates a standard of contract used to bid out goods. JOC is a tool municipalities can use to expedite the bid process, saving administrative costs and time. Vote on roll call: Ayes: Younker, Pannitto, Berg, Brady, Glotz, Mangin. Nays: None. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Brady, seconded by Trustee Glotz, to **ADOPT ORDINANCE NUMBER 2017-O-062 AUTHORIZING THE SALE OF A 2000 E-ONE 95' AERIAL PLATFORM COMMONLY KNOWN AS TOWER 47.** On August 15, 2015, the Village Board approved the purchase of a new 100' tower ladder through the Houston-Galveston Area Council Purchasing Cooperative to replace aging vehicles in the Fire Department fleet that are reaching the end of their service life. To ease the cost of the purchase, the Tinley Park Fire Department

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Association funded 20% of the purchase and that the Village sell the reserve tower ladder through a recognized apparatus broker.

The tower ladder truck has now completed all required testing and repairs and is ready for delivery to the broker. A \$5,000 deposit has been received, with the balance upon delivery of the apparatus. This item was discussed at the Public Safety Committee meeting held on August 8, 2017. Consider approval of the sale of a tower ladder truck in the amount of \$125,000.

President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. President Vandenberg asked if the Village will receive the new tower ladder before this apparatus is gone. Chief Reeder stated no, the older apparatus will be delivered now. President Vandenberg asked Chief Reeder if he feels the Village can provide adequate service until the new tower ladder arrives. Chief Reeder stated yes, if kept the older apparatus would depreciate. Trustee Pannitto also had concerns about being short this apparatus.

Vote on roll call: Ayes: Younker, Berg, Brady, Glotz, Mangin. Nays: Pannitto. Absent: None. President Vandenberg declared the motion carried.

Motion was made by Trustee Brady, seconded by Trustee Younker, to **AWARD A CONTRACT TO NORTHWESTERN CENTER FOR PUBLIC SAFETY FOR A STAFFING ANALYSIS PROJECT FOR THE POLICE DEPARTMENT**. In August of 2017 a Request for Proposal was noticed for the purpose of establishing a contract with a qualified firm to provide consulting services for a Police Department Staffing Study. Six companies responded and after Staff review, three companies were selected for further interview. These companies were Northwestern Center for Public Safety, Alexander Weiss, and Resource Management Associates. Alexander Weiss withdrew their proposal. After interview, Staff found Northwestern Center for Public Safety to be best suited to conduct this staffing study. This organization has conducted numerous staffing studies, and their methodology is taught throughout the Nation at their police executive course. The estimated timeline to complete the staffing study is 90 days. Northwestern Center for Public Safety proposed a fee of \$30,250 to conduct this study. Funds are budgeted in the Fiscal Year 2018 Budget in the amount of \$25,000. This item was discussed at the Public Safety Committee meetings held on October 10, 2017, and prior to this meeting.

President Vandenberg stated that this item was in its final adoption stage and asked if anyone cared to address the Board. Trustee Glotz asked if the Police Department contacted surrounding communities in regards to staffing and stated he would like to have this study conducted internally.

Vote on roll call: Ayes: Pannitto, Berg, Brady, Mangin. Nays: Younker, Glotz. Absent: None. President Vandenberg declared the motion carried.

At this time, President Vandenberg asked if anyone from the Board or Staff would care to address the Board.

President Vandenberg congratulated Pat Carr on his promotion to Assistant Village Manager.

Clerk Thirion recognized Ben Anderson, Village Employee and Cameraman for various Village Board and Committee meetings, for being named WGN's "Kid of the Week." Mr. Anderson, a student at Marion Catholic High School and a volunteer for the Community Resource Commission,

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is very active at his school and in the community.

Trustee Younker stated that the Environmental Enhancement Commission will be holding an Electronic Recycling Collection on November 4th, 2017, from 9:00 a.m. to 1:00 p.m. at the Village of Tinley Park Public Works Garage, 7980 W. 183rd Street.

Trustee Glotz asked David Niemeyer to present an overview of the next steps for the Village Pay Plan. Mr. Niemeyer stated recommendations would come back to the Administration and Legal Committee. Certain positions that are above the market will not be moving forward in the steps until there is a review of the plan. Trustee Glotz asked Chief Reeder to include fire fighters in planning for the construction project at Fire Station #2. Trustee Glotz asked Village Attorney Connelly if Pat Carr needed to resign from his position as EMA Director now that he has been promoted to Assistant Village Manager. Mr. Connelly stated he would review this. President Vandenberg asked Mr. Connelly for a legal opinion on this.


At this time, President Vandenberg asked if anyone from the Public would care to address the Board.

Diane Galante stated concerns about public safety within the Village, including security cameras mentioned in the October 5, 2017, Life Amplified newsletter. She also has concerns about the Police Staffing study.

Motion was made by Trustee Younker, seconded by Trustee Berg, to adjourn the regular Board meeting. Vote by voice call. President Vandenberg declared the motion carried and adjourned the regular Board meeting at 8:19 p.m.


PLEASE NOTE: Where there is no summary of discussion on any items in the minutes, this reflects that no discussion occurred other than the introduction of the item.

APPROVED:



Jacob C. Vandenberg, Village President

ATTEST:



Kristin A. Thirion, Village Clerk