

1 Village Administrator Saenz stated that we were given this information the first week of January
2 from the Comptroller's Office. Many of you are aware of the Red-Light Camera Program. The
3 Comptroller's Office started a program about four years ago, where they started collecting on
4 delinquent red-light tickets. If you were due a refund from the State of Illinois, and you had a
5 citation out there, the citation would be deducted from your refund. Those fines that you had
6 assessed would be sent to local municipalities.

7
8 Village Administrator Saenz stated that in light of all of the controversy around SafeSpeed which
9 is one of the Red-Light Camera Companies, the State of Illinois has decided not to collect that
10 debt anymore. That debt affects our budget. Effective February 6th, the State will no longer
11 collect these funds. She stated that Betty has put together a spreadsheet that she will go over in a
12 minute. That analysis, the spreadsheet that you had, lets us know the challenge that we are going
13 to have during this budget year. She wanted to make sure that the Finance Committee and the
14 Board knew that we are definitely going to have a deficit, a hole to fill in our budget for the next
15 Fiscal Year.

16
17 Ms. Zigras stated that the LDRP Program is the collection piece that the State garnishes
18 violators, State Refunds, or their wages if they are paid employees. Typically, the way the Red-
19 Light Camera works is it would go into collections, and simultaneously the State and the
20 collection agency are working together hand-in-hand trying to collect the debt that is owed to the
21 Village. Typically, we will find that the State is collecting an older debt that the collection
22 agency isn't able to get. We have been seeing on average over the last few years a revenue
23 stream annually of about \$275,000.00 from the LDRP Program. We see the majority of that
24 coming in in May and in June, the refund months. Then it goes down at the end of our Fiscal
25 Year. To date, through the LDRP, the Village has received \$230,000.00. We still have to show
26 January, and they will be collecting for another week in February. It will still be trickling in
27 because they have a 60-day waiting period. She stated that her concern is not for this Fiscal Year,
28 but the next Fiscal Year. We can say that we will most likely see a decrease in revenues by
29 \$275,000.00. She stated not having an additional revenue stream to make that up, the only other
30 alternative would be to cut expenses.

31
32 Ms. Zigras stated that she put together a schedule based on our 2019/2020 Budget. This only
33 affects the General Fund. Our General Fund expenses were totaling \$27,000,000.00, our
34 operating expense. She broke out the expenses into one of three categories: Personnel;
35 Contractual/Reimbursable Expenses; and Non-Personnel Expenses. The total of Non-Personnel
36 Expenses in the General Fund is \$1,077,000.00. That is the fourth column. Then she has the
37 percentage of each Department's Non-Personnel Expense. She came up with a percentage. This
38 is like the first draw of how are we going to make up this shortage. The General Fund is showing
39 that their \$235,000.00 in expenses is about 21% of the total Non-Personnel. If we need to make
40 up \$275,000.00, we need to cut \$60,000.00 out of the general operations. The total going down
41 would be \$275,000.00 reduction in expenses by Department. This is the first attempt to see
42 where we are going to come up with this \$275,000.00.

43
44 Ms. Zigras stated that every year we budget a surplus. This year, we budgeted a \$54,000.00
45 surplus in Fiscal Year 2020. Last year, we budgeted probably about the same type of surplus, yet
46 we saw a \$600,000.00 surplus. It is the same with this year. The Departments are most likely
47 budgeting high for expenses. We may need to budget more realistically closer to actuals. We

1 know that we will need to cut expenses. We could possibly increase our revenues by some
2 sources. We will be looking at that too. Where? Is the question. We can't go out and sell more
3 products.

4
5 Trustee Oliver stated that you mentioned that there were two phases of the collection of the red
6 light. Didn't we contract or subcontract with someone to do that?

7
8 Ms. Zigras stated that we do have a collection agency. We have MCOA. The process is that a
9 red-light ticket is issued. It stays with the Red-Light Camera Company for 120 days to collect.
10 After that, it goes to collection.

11
12 Trustee Oliver inquired of Ms. Zigras how successful is that. Ms. Zigras stated not that high. She
13 stated that MCOA and the State are both working at the same time trying to collect. This current
14 Fiscal Year, from May through December, MCOA collected \$65,000.00. LDRP collected
15 \$230,000.00.

16
17 Village President Pro Tem Pennington inquired that was the more aged tickets that were
18 collected by LDRP. Ms. Zigras stated that she would make that assumption, yes. She talked to
19 MCOA. She is trying to get an aged receivable from them to give us a feel of what has been
20 collected. What is coming from LDRP and what is coming from MCOA. If it was going through
21 the State, MCOA was not able to collect. It is more the older ones.

22
23 Village President Pro Tem Pennington stated that he presumes we don't know what percentage
24 that MCOA could collect in lieu of LDRP. Ms. Zigras stated it would collect a little bit more, but
25 if LDRP is collecting older ticket violations because they are able to garnish.

26
27 Village Administrator Saenz stated that's the key. That's the piece that is the most apparent. If
28 someone is due a refund, the fine comes out of their refund. So, it's like we are guaranteed. Once
29 they have a match to your Social Security Number, then we are guaranteed to get money if you
30 are due a refund. That's not going to happen with a collection agency. Ms. Zigras stated that
31 someone has to write a check then.

32
33 Mr. King inquired what are we paying a collection agency for. What kind of terms are involved
34 in that? Ms. Zigras stated that the collection agency we pay an additional 35%, but it's on top of
35 the violation. We always get our violation. They get an additional 35%. Mr. King stated that he
36 guesses they aren't pursuing very hard. We know they can't garnish or anything like that. Is it
37 like a real collection agency, the ones that hound you kind of thing or not?

38
39 Acting Chief Morgan stated that he thinks that they hound you. It goes to how much they can
40 legally do. It's the letters. It's the phone calls. Mr. King stated and still not collect much. Do we
41 know the percentage? And what our outstanding receivables are that are unpaid? Ms. Zigras
42 stated that she has the stats. It's high. It's in the millions. Trustee Thomas stated due to the
43 Village. Ms. Zigras stated yes. She stated that is normal with any municipality. Mr. King stated
44 right. Do we have an aging of that, 30-day, 60-days, over 100-days? Ms. Zigras stated that she
45 has a spreadsheet. She tried to create an aging. She doesn't have an actual aging report. Mr. King
46 stated the collection agency who captures this, they don't have an aging of that. Ms. Zigras stated
47 that they sent her the raw data.

1 Mr. Lee stated that without knowing how strong our agreement is with RedFlex, we know they
2 get a nice chunk that they take off the top. Ms. Zigras stated that they are not getting anything off
3 the top. They have a flat fee. Some others take a percentage. Mr. Lee stated that since we have
4 this reduction to contend with, we should let them pay for part of it too.

5
6 Village Administrator Saenz stated that the whole purpose of letting everyone know about this is
7 because this is going to impact our budget 100%, effective February 6th. The Village
8 Administrator, the Chief, and Betty are in the process of gathering information. We are going to
9 need to look at our Red-Light Camera Contract. That contract expires in March. We will be
10 meeting again. We need to have a plan as to how we are going to move forward. That is
11 forthcoming. Mr. Lee stated that we should really, really consider letting them help pay for a
12 part. Village Administrator Saenz stated that is coming.

13
14 Mr. King inquired that since we are talking about the impact on the budget, isn't it also true that
15 we want to dump them because we are paying \$16,000.00 a month, where other companies don't
16 charge you for the equipment monthly? Is that still part of the discussions and negotiations, or
17 are we just going to dump them? Mr. Lee stated he would just dump them. Mr. King stated that
18 is what he thought we were going to do is dump them.

19
20 Village Administrator Saenz stated that the purpose of the red-light camera is all centered around
21 safety. When we come back to everyone, then we can discuss all of those options. Mr. King
22 stated as to whether or not there is a real safety issue, or whether or not we should be involved in
23 this, right? Village Administrator Saenz stated correct. That will be a discussion as well. Mr.
24 King stated that it seems like all of the red-light camera companies are kind of shady. Trustee
25 Thomas stated that a Senator just got indicted for bribery. Village Administrator Saenz stated
26 that there is legislation out there to ban the red-light cameras as well. There are a lot of different
27 pieces to this. She stated that because safety is Number 1, when we discuss red light cameras, we
28 will come back to all of that.

29
30 Mr. Foster inquired with the red-light cameras being a fairly new initiative, what did we do as far
31 as revenue streams other than property taxes before red light cameras? That hasn't always been a
32 revenue stream. That's fairly new. Village Administrator Saenz stated that she believes that the
33 red-light cameras came in in 2007. We have had them a while.

34
35 Village President Pro Tem Pennington stated that we had businesses that were still in the Village.
36 Village Administrator Saenz stated that we had more sales tax. Village President Pro Tem
37 Pennington stated that in 2006, you will recall that we went out on referendum for our first
38 property tax increase. RedFlex came on in 2007, which was a safety initiative. It also gave a little
39 revenue as well. Along with the fact that we have our Federal initiative with Asset Forfeiture.
40 That came in around 2006/2007 as well.

41
42 Village Administrator Saenz stated that there are other things that we are actually looking at
43 internally too. One of the new revenue streams that came about after that time too was the
44 Towing and Impound Ordinance. That's a revenue stream for us. One of the things that we have
45 talked about is possibly amending our fine structures and ticketing structures, and maybe
46 changing the type of retail theft tickets so that they are M Tickets which means they would stay
47 and come to court here in the Village, as opposed to going to Markham. We are discussing a lot

1 of different things that we will be bringing back. Right now, we are just not ready to share all of
2 that.

3
4 Trustee Finley inquired of Village Administrator Saenz what the other municipalities are doing.
5 Village Administrator Saenz stated that we don't know. We just received the letter. Although, we
6 are looking at this \$275,000.00 deficit in our budget, some of the other towns are looking at a lot
7 larger figures.

8
9 Mr. King inquired what do we collect on the red-light camera revenue wise on an annual basis.
10 Ms. Zigras stated total, with everything, she would say close to \$650,000.00. Mr. King inquired
11 of that; how much is this aged old stuff that is no longer the focus of the State. Ms. Zigras stated
12 that \$275,000.00 is coming from that. Mr. King stated that we have a little under \$400,000.00
13 that we would get without the State. Ms. Zigras stated that's assuming we keep the red-light
14 cameras. Mr. King stated that the cameras cost us \$16,000.00 a month. Ms. Zigras stated that
15 they take the cost of the cameras out first before we get it. Mr. King stated then we net
16 \$400,000.00 after that. Ms. Zigras stated right. Mr. King stated that's assuming we stay with a
17 company that is charging us \$16,000.00 a month.

18
19 Trustee Thomas stated that the company is charging us \$16,000.00. The other company has some
20 issues. What are the other companies? Village Administrator Saenz stated that there are three
21 other companies. Acting Chief Morgan stated RedSpeed, Gatso, and SafeSpeed. Village
22 Administrator Saenz stated that SafeSpeed is the company that we were looking at previously.
23 They are named in all of the litigation. Acting Chief Morgan stated that RedSpeed has about 60
24 municipalities in the State of Illinois. Ms. Zigras stated but the turn around time to implement
25 these new cameras would be about six to nine months.

26
27 Trustee Thomas inquired what is the likelihood of SafeSpeed being able to weather this like
28 other corporations do that have these types of issues. Village President Pro Tem Pennington
29 stated that he thinks it is unknown at this point. He stated that Martin Sandoval was indicted
30 today. Mr. King stated so the question right now is which one of these companies paid him.
31 Trustee Thomas stated that's right.

32
33 Village Administrator Saenz stated that this information that Betty put together; it is not a
34 recommendation from her. It was just an option.

35
36 Trustee Thomas inquired if we look down the list at the Expense Reduction by Department, have
37 you identified what we can take out. Village Administrator Saenz stated no. The reason that she
38 is saying that it is not a recommendation is because some of the Departments, there is nothing to
39 cut. We just have to be attentive to that as we are reviewing the budget and making
40 recommendations.

41
42 Village President Pro Tem Pennington stated to remember too, we will see all of this again as we
43 go through the process. The Finance Committee will meet with each Department Head to go over
44 their respective budgets. Then "we," as the Trustees, will go over what the recommendation of
45 the Finance Committee is, ultimately leading to the establishment of our budget for the next
46 Fiscal Year. We will continue to work and see what these expense initiatives will be. Everyone
47 will have a say with respect to this process.

1 Trustee Thomas stated that she knows we are going to do it, so this is rhetorical. She just hopes
2 that as we are going through this, we remember the priorities of safeness and the beautifulness of
3 our community. That's an important factor of looking at people that are going to live here, stay
4 here, buy here. Village President Pro Tem Pennington stated absolutely.

5
6 Ms. Zigras stated that's why personnel is not on the list. We are looking at Non-Personnel
7 Expenses. Trustee Thomas stated that she is talking about police, streets, and beautification.
8 Those things that do impact those of us that do live here. She is just making a rhetorical
9 statement that we keep that at the forefront as the budgets are being put together. We don't want
10 to streamline our budget so much that we can't do the things that really make Olympia Fields
11 stand out. We are doing the golf event this year. One of the things that she heard is this is a try
12 out. Every few years we do a rotation. We have to maintain the safety and the beautifulness of
13 our community. She stated that to her, that's what Olympia Fields offers. She doesn't want us to
14 lose that. Village President Pro Tem Pennington stated that he totally agrees. That goes without
15 question.

16
17 Mr. Lee stated that we can accomplish things without sacrificing at the other end. Don't scare us
18 away from trying to achieve the reductions. Trustee Thomas stated that it is not a scare. It's her
19 expression as a resident here. She wholeheartedly believes so. It's just a consideration as we
20 represent the constituency, that's something that's important to people. It's important to her. She
21 knows its important. That's why you live here and stay here. Mr. Lee stated that for 43 years it
22 has been important for him. Trustee Thomas stated that she was talking to her fellow Trustee.
23 That's why you are here and you stay here, right? Village President Pro Tem Pennington stated
24 absolutely. Again, without question, Trustee Thomas.

25
26 Trustee Finley believes that one of the beneficial things that comes from this conversation on this
27 night, is an early warning wakeup that we have to look aggressively at a new revenue source.
28 You can only cut so much. So, what this is, put your thinking caps on towards what our other
29 possibilities are. Even if they don't totally fill the gap. (Village President Pro Tem Pennington
30 asked everyone to use the microphones).

31

32 **CAPITAL PROJECTS:**

33

34 Ms. Zigras stated next on the agenda are the Capital Projects. She stated that before we list all of
35 the Capital Projects, lets see where we are going to find the funding.

36

37 Trustee Thomas inquired of Ms. Zigras whether or not she knows the number for the Motor Fuel
38 Tax. Ms. Zigras stated that we receive about \$10,000.00 a month from the regular MFT
39 allotment. This is about \$7,000.00 a month. Trustee Thomas stated that is to be used for streets.

40

41 Ms. Zigras stated that the spreadsheet on the front, the graph shows Excess Reserves Available
42 for Capital Project Funding. We begin with the General Fund. The General Fund had a fund
43 balance of \$4.1 million at the end of Fiscal Year 2019. We have a budgeted operating surplus of
44 \$18,000.00 in Fiscal Year 2020. We budgeted a transfer of \$416,000.00 in Fiscal Year 2020 to
45 the Capital Projects Fund for streets and other projects that we identified and passed for Fiscal
46 Year 2020. After cash reserves, we have a surplus for projects of \$966,000.00 that we could
47 potentially use for projects.

1 Ms. Zigras stated that it is the same with the Water Fund. She identified the surplus for cash
2 reserve for Capital Projects at \$425,000.00 for Water Projects. Ms. Zigras stated for Sewer
3 Projects, \$721,000.00. The Non-Home Rule Sales Tax Fund as we all know, are for projects and
4 can go to either the General, Water, or Sewer Fund, however the Board determines that they
5 want to allocate the funds. There is \$489,000.00 left in that fund for projects.

6
7 Trustee Oliver stated that you clarified that the Non-Home Rule Sales Tax be applied to
8 anything. Ms. Zigras stated that the General Fund can only be for streets. We can't use it for
9 Water Projects. The Water Fund is only for Water Projects.

10
11 Trustee Thomas stated that there was an article. The Village of Homewood had a sewer issue in a
12 home. The pipes broke. It caused severe flooding. It was in double digit thousands. They went to
13 the news. Now Homewood is going to pay this money. It had something to do with the main
14 pipes that bring water into the house. How do we monitor to prevent from having those types of
15 issues here? Mr. Landini stated that he will be getting into that with the Capital Projects.

16
17 Ms. Zigras stated that this identifies our funds, where they are coming from. The next sheet
18 identifies the Capital Projects within the General Fund. The Department Heads, along with Ms.
19 Zigras, the Village Administrator, and Village President Burke at a staff meeting identified the
20 13 top projects. They have identified in the fourth column the Budget of 2020. This is already in
21 our current budget. Next to that, is our Projection for 2020. She stated that for the first one,
22 "Phase 2 Roadway Resurfacing," we had budgeted \$761,000.00 for road resurfacing. She stated
23 that Jim has completed that project. It came out to about \$450,000.00. That additional surplus is
24 in the Capital Projects Fund and can be used for additional Capital Projects.

25
26 Mr. King inquired whether that is reflected on the first page. Ms. Zigras stated no. The first page
27 is additional funds within the General Fund that can be pushed to the Capital Projects. Mr. King
28 stated that you said "Budgeted Fiscal Year Transfers to the Capital Projects for 2019." Ms.
29 Zigras stated that whatever was budgeted for transfer, she will transfer for Fiscal Year 2020.
30 Trustee Oliver inquired where did it go. Mr. King stated in Capital Projects. Mr. King stated so
31 the \$416,000.00 went to Capital Projects on the first page. Village Administrator Saenz stated
32 yes. Ms. Zigras stated unless we want to amend the budget. Mr. King stated but we are going to
33 do the budgeted \$416,000.00. After that, in our cash reserve, we have an additional \$966,000.00
34 to move towards 2021. Ms. Zigras stated yes. Mr. King stated that's \$400,000.00 plus the
35 \$900,000.00. When we look at the page with the 13 projects, with \$843,000.00 total budgeted
36 dollars here. Ms. Zigras stated for 2020, right. Mr. King inquired how does he compare that
37 \$800,000.00 to the \$400,000.00. Ms. Zigras stated that the \$400,000.00 was funding that
38 \$800,000.00. So, we are going to have a surplus in the Capital Projects Fund, \$840,000.00 less
39 than \$500,000.00, about \$300,000.00. We will have a \$300,000.00 surplus in the Capital Projects
40 Fund at year end.

41
42 Trustee Thomas stated that's because you add the \$400,000.00 and the \$900,000.00. Ms. Zigras
43 stated correct. Ms. Zigras stated that our projects for 2021 are \$500,000.00. We already have a
44 surplus. She doesn't need to push the whole \$900,000.00. She is just showing what is there. It
45 doesn't mean we are going to move it. Mr. King stated right. Trustee Thomas stated but you are
46 going to push the \$416,000.00. Ms. Zigras stated yes. That's already being pushed and going into
47 the Capital Projects Fund. Mr. King stated that based on what you just said, we are not going to

1 need the \$966,000.00. Ms. Zigras stated no, we are not going to need it. Mr. King stated that he
2 is with her. Ms. Zigras stated that the first page is not what we need. It is what we have. Mr.
3 King stated and what you can do with it. It looks like you only need a little less than
4 \$200,000.00. That will be another \$700,000.00 sitting there. Ms. Zigras stated correct in the
5 General Fund. Ms. Zigras stated that this is based on budget. It is based on a surplus of
6 \$18,000.00. We are looking at a much larger surplus for 2020. We might come close to
7 \$400,000.00, \$500,000.00.

8

9 Mr. King stated that he was going to speak to the water and sewer. What restrictions, Board
10 designated or otherwise, have been established that mandates us using water and sewer excesses
11 only for water and sewer? Those are proprietary funds and profit-making funds for the Village.
12 Theoretically, do whatever you want with it. Whatever restrictions that said, “No, you can’t use
13 it in General or somewhere else, you must use water surplus in water and sewer in sewer.” Why
14 is it designated for Capital Projects only? Those two? Has it been designated as such? Ms. Zigras
15 stated that typically, because it is an Enterprise Fund, the surplus is used for those projects. If the
16 Board deems it, and wants to, they can move money and pass a transfer from the Water Fund to
17 the General Fund. They can do that. Mr. King stated explaining it to folks then, it is not restricted
18 to water or sewer. Ms. Zigras stated but then the residents will say, we are increasing our water
19 rates to pay for General Fund Projects.

20

21 Trustee Thomas stated that if you explain to them that what you are doing is taking from the
22 surplus and transferring it, that may come across. Ms. Zigras stated that we have our own Water
23 Fund Projects that we need to pay for. Mr. King stated understood. Theoretically, that surplus
24 would go there if you have those issues. That makes sense. Ms. Zigras stated that we have a
25 surplus. Our rates are high if we have a surplus. Mr. King stated that it is how we communicate
26 this, as to whether or not it has to be, or we choose to do it to make provisions for water issues,
27 Capital Projects, or otherwise. It doesn’t have to be Capital Projects, the surplus in the water and
28 sewer.

29

30 Village Administrator Saenz stated that we do have projects in the Water Fund and the Sewer
31 Fund. We want to use the surplus funds for that so we don’t have to go out for debt. Mr. King
32 stated that he is with that. He stated that you don’t want to say it like that’s exactly where it has
33 to go. It goes there if you need it. That would be the first priority. Water surplus and sewer
34 surplus would go to water and sewer needs. Outside of that, you can make Board designated
35 provisions and keep a little reserve there for some other things, so if we need something we don’t
36 have to go and get bonds. Otherwise, throw it in the General Fund. The point being, there are no
37 restrictions on it. Village Administrator Saenz stated that we could do that, but we are not in that
38 position. Mr. King stated that he knows that. The Board needs to know whether or not it is
39 restricted to those two funds, or they have latitude to designate it otherwise. Trustee Thomas
40 stated right. Village Administrator Saenz stated there is the latitude, you can do that. What you
41 have to remember is that the General Fund, at some point, would need to reimburse the Water
42 Fund and the Sewer Fund. Mr. King stated unless the Board designates it as a transfer and gives
43 it up. Ms. Zigras stated they can. Matteson did it. They forgave \$6.5 million from the Water
44 Fund to the General Fund. They forgave it. But where is the surplus coming from in the Water
45 Fund? It’s coming from excess revenues.

46

1 Village President Pro Tem Pennington inquired what happens if you need funds immediately for
2 the Water Fund. Mr. King stated that he is not saying that you automatically strip every surplus
3 dollar out. He is just saying to the Board, know that it is not automatically restricted there.
4

5 Ms. Zigras stated that she thinks it is good practice. Mr. King stated that's what it really is. And
6 he is with you on that. Ms. Zigras stated otherwise we are crossing funds, and you have people
7 saying why are water rates so high when you are moving it to the General Fund. Village
8 President Pro Tem Pennington stated that this is the same as an Interfund transfer. Ms. Zigras
9 stated yes.
10

11 Trustee Thomas believes what Mr. King was saying, was that when the statement was made, it
12 said box Number 4 on the bottom right was the only box where there was flexibility to use it for
13 anything. When Trustee Oliver asked the question, it was repeated that this Non-Home Sales Tax
14 is the only fund that can be used to do anything. She thinks what Mr. King, the Treasurer, was
15 saying, was make sure that "we," as Board members, know what the options are. If a decision
16 was made in this room that we needed to do it, when we walk out the door and people get it
17 wrong, we could easily explain, not defend, because we didn't understand. She is talking about
18 Janice, and not anybody else. She would walk away and say, "Well, no that isn't suppose to be
19 happening. What's going on?" She would be calling Cynthia on the phone and asking what are
20 you doing, because she thought that Cynthia was going to do NHR. He's not saying, "Let's do
21 it." But make sure we understand what our options are if we had to do it.
22

23 Ms. Zigras stated that it is an option with Board authority. It is not the best practice. Mr. King
24 stated that's clarity. Trustee Thomas thanked Mr. King. Mr. King stated that ever since he has
25 been involved in finance and everything and all including today, the transparency is extremely
26 high. He is big on being real clear and educating, not just doing, but helping you understand why
27 it is we do what we do, and as a Board member you really need to know what you could and
28 should, and maybe what you can and can't, and maybe what you should and shouldn't. It is two
29 different things. Trustee Thomas stated that there are some Bills going forth in Springfield that is
30 requesting that there is more transparency in how you communicate and share information. It's
31 pertinent to decision making. She heard transparency coming from what he was saying. It's good
32 education for her so she just knows what the options are. Somebody that has been on the Board
33 for a long, long time, you know more about those deep details that she may not. Mr. King
34 apologized for delaying this.
35

36 Mr. King stated point of clarification on the Non-Home Rule Sales Tax. Was it not true that
37 when that was established, requested and passed, that it was intended to be used for a certain
38 purpose? Ms. Zigras stated Capital Projects. Mr. King stated that he knows that we talked about
39 it. Ms. Zigras stated that there was a Resolution passed that it would not be used in the General
40 Fund to cover operations.
41

42 Trustee Thomas inquired that you said there was an Ordinance that said that this reserve can only
43 be used for Capital Projects. Ms. Zigras stated that these are Capital Projects. We are not putting
44 it in the General Fund to cover salaries or benefits.
45

46 Trustee Finley inquired of the 13 top projects here, 11 of them have to do with this building. She
47 is for this building getting what it needs because she is sitting here freezing right now.

1 Something is not working right. Ms. Zigras stated that HVAC is on here. Trustee Finley stated
2 that she hopes to see in this presentation where we are actually making some improvements
3 where people live in the Village. Ms. Zigras stated that the major one would be the streets.
4

5 Trustee Thomas inquired the HVAC is in 2022. We have to be cold until then. Ms. Zigras stated
6 that would be John McDonnell. Village President Pro Tem Pennington suggested going down
7 line by line for the 13 top projects, and then discuss the nuances with respect to those projects.
8

9 **Phase 2 Roadway Resurfacing** - Ms. Zigras stated that the first one would be the “Phase 2 Road
10 Projects.” She stated that Jim can speak to that. It is Fiscal Year 2020. We passed that. The
11 second one would be the continuation of the road resurfacing. She stated that Jim can speak to
12 that.
13

14 Mr. Landini passed out a handout to everyone. In the handout is a breakdown of his
15 recommendation. The last page is a map of the roads we had surveyed through Baxter &
16 Woodman, which are color coded based on degradation of the roads. He went through and did an
17 estimate of distance and costs of where he would like to start this project, and to go hand-in-hand
18 with the Road Project to kill two birds with one stone. Trustee Oliver stated that he agrees. Mr.
19 Landini stated to go hand-in-hand with this Road Project being that it is highly visible. It is
20 something that the residents have wanted. He stated similar to Suburban Woods when we did
21 that project, we resurfaced the entire subdivision. Along with resurfacing, we did the drainage
22 swales that needed work in that subdivision. He stated that with that one project with the cost
23 right around \$450,000.00, we addressed all of the drainage in the subdivision and gained new
24 roads. Based off of that price, which these can fluctuate a little bit, according to bids and cost of
25 petroleum and things like that, \$350,000.00 should get us roughly around two miles a year worth
26 of road. He broke it down by Fiscal Year for the next five years of what his plan would be. It
27 gives approximate distances. This could be give or take a little bit based on bids. It will also
28 address all of the drainage in those areas as well at the same time, which he thinks is huge for a
29 project like this. If you go in Suburban Woods, you will see where everything was regraded.
30 There are no drainage issues anymore. It just needs to be landscaped in the spring.
31

32 Mr. Landini stated starting in Fiscal Year 2021, which Trustee Oliver was excited about, 207th
33 Street from Western to Promethian Way. That is one of our worst streets in town because it is a
34 two-way road with a center divide that is about one mile worth of resurfacing and swale
35 regrading. Then we go into Arcadian Drive from Parthenon Way to Attica Road, Attica Road to
36 Arcadian Drive to Ionia Avenue. That whole center of that subdivision. If you look at the color-
37 coded map in the back, anything in pink and red are our worst roads. That’s what he wants to
38 address first. He also went with the worst drainage areas to be attacked too. That is where
39 Arcadian and Ionia fall in. They are not the best roads, but the drainage is terrible in that
40 subdivision. That would all get addressed. That is the plan of attack going through.
41

42 Mr. Landini stated that a subdivision, such as Janice’s subdivision, you will see on there Messina
43 Drive, Eros Drive, Delphi Court, and Hermes Drive, it is pink. A lot of that has to do with cracks
44 in the road. Those roads don’t have potholes. They are just cracked. That subdivision is not built
45 out. It is a low traffic area. It does not have swales. It is curb and gutter. The curbs are all in good
46 shape. The drainage is really good in that subdivision. It doesn’t make sense to resurface that
47 whole subdivision at the cost of \$500,000.00 right away. What we can do at a much lower cost is

1 crack seal that subdivision. That will preserve the life for several years because there is not
2 heavy equipment going in there. It is not built out. When the time comes, if that subdivision does
3 get built out and heavy equipment comes in, part of permitting and everything is that any damage
4 done to the streets with the heavy equipment under construction, they have to repair that. At that
5 time, we can address that. Everything else in this plan is addressing worst first with the streets
6 and drainage.

7
8 Village Administrator Saenz stated that with the resurfacing of the streets now with Baxter &
9 Woodman our engineers, they are tackling the issue with the swales as well, which wasn't done
10 before. They would just do the roads. Suburban Woods being the first subdivision that they
11 worked with us on, Jim contracted with them to handle the swales. That's how we are going to
12 tackle that issue throughout the Village. Trustee Thomas stated and in Arcadia too. Mr. Landini
13 stated correct.

14
15 Mr. King stated that when you say, "Handle the swales," what kind of work are we doing there
16 because we are not paving or asphaltting that. Mr. Landini stated that it goes hand-in-hand. The
17 \$350,000.00 goes strictly to the road paving. In the Sewer Capital Projects, there is \$50,000.00 a
18 year. That gets tied together. That \$50,000.00, as they are paving those sections goes to
19 regrading, re-pitching, and putting in new culvert pipes if necessary, landscaping everything that
20 was regraded to make sure everything flows the way that it is intended to flow, and that the
21 capacity of the swales can handle the volume of water. Mr. King stated that the asphalt in the
22 street surrounds a manhole cover because of the drains, sewers. If that asphalt is coming away
23 and you can see down in there along the side of that drain, obviously that's where cars are really
24 traveling, and now you got a tire going all the way down. That's a real problem, right? Mr.
25 Landini stated yes. Mr. King stated that unfortunately it is right at the end of his property. There
26 is a hole right at the drain. Mr. Landini inquired of Mr. King where he resides. Mr. King stated
27 305 Wysteria.

28
29 Mr. Landini stated that there are a couple of manholes in there. They did fix one a few weeks ago
30 in there as well. That is a simple fix. It is the manhole structure itself that needs to be fixed on
31 the inside. That's what is allowing the earth to move through. Those are one day, simple fixes for
32 them at point repairs. Mr. King stated that when you turn off of Western onto Joe Orr coming
33 east, right there at the Lutheran Church, if you are going south on Western and you turn east,
34 that's going to be a problem. Somebody is going to lose control. It is getting worse. Mr. Landini
35 stated that he will check it out tomorrow. Neither one of those are our roads. Trustee Oliver
36 stated that's the County. Trustee Thomas stated that once you check it out, because that's what
37 happened with Vollmer, she had to call the County. They supposedly did some fixing up under
38 the viaduct. She told them to do it again. Mr. Landini stated that we pretty much call them daily.

39
40 Trustee Oliver inquired with the swales, are our Ordinances up-to-date in terms of resident's
41 maintenance. If you are building it in the way it is suppose to be designed to do, we have to
42 tighten up the Ordinance. Mr. Landini stated that he looked over the Ordinance when we put out
43 communication about swale maintenance six months ago or so in a newsletter. The Ordinance is
44 pretty good. What he put out in the newsletter was a reiteration of the Ordinance, that it's the
45 homeowner's priority to maintain the swale and keep it debris free. Their culvert pipes under
46 their driveways need to be cleared and cleaned by the homeowners.

47

1 Trustee Oliver inquired what would happen if a homeowner decides they don't like it and they
2 just cover it up with dirt. Mr. Landini stated that would be a code violation. Trustee Oliver
3 inquired how much do we charge them. Mr. McDonnell stated that would be a code enforcement
4 issue. Village President Pro Tem Pennington stated which is the issue in Graymoor, because all
5 the swales in Graymoor have been filled up. Everyone wanted a continuous sloping lawn.
6

7 Mr. Landini stated that the Ordinance spells it out that that is definitely against Village policy.
8 He doesn't think that 20, 30, 40-years ago, anybody was paying attention to that and let it go. We
9 can't go back and fine people, because most of the people who live in the homes didn't actually
10 do that. His plan to address all of that now, is to do it and then follow through with enforcement
11 once we do it. You can't fill in a swale overnight and we wouldn't know about it.
12

13 Trustee Thomas stated that it's a problem in Arcadia when you turn right across from the park,
14 and you turn right in front of those homes. A lot of water just sits in the front of the house and
15 behind that house. It looks like you can go swimming back there. Mr. Landini stated that is all a
16 by product of the elevations being changed from either erosion of water going through and
17 creating puddles, or people filling it in. That would address all of that. That should relieve why it
18 floods back there. It will allow the water to get to the front yard and go where it needs to go.
19

20 Trustee Finley stated that when she has toured and looked, she has seen the filled in places in
21 people's yards. You are talking about digging, we call it "the ditch." You are going to dig those
22 ditches out and make it so that the original flow system will be in effect again. Mr. Landini stated
23 yes. Trustee Finley stated that it won't be a cost to the homeowner. Trustee Thomas inquired are
24 you going to put some grass there. Mr. Landini stated yes, everything would get landscaped,
25 seeded or sodded depending what is best at the time for the situation. Trustee Finley inquired
26 what if you have a homeowner that says they're not going to do it. Mr. Landini stated that in his
27 opinion, it wouldn't be up to the homeowner because that is our drainage system. Trustee Finley
28 inquired of Mr. Landini whether or not he is going to do it all at once, or is it going to be done in
29 phases. There are 14 or 15 different neighborhoods. Mr. Landini stated that it would be phased
30 how it is spelled out by Fiscal Year in accordance of the roads being done. It will be done at that
31 same time. He stated that not every subdivision has swales. He stated that about 33% is curb and
32 gutter, which drains great right now. Those are all the newer subdivisions. We would be
33 addressing 70% which are the older subdivisions, which also have the worst roads. He stated that
34 not every section needs to be regraded. There are really good sections in old areas that are
35 draining well. The problem is they are draining great. The flow water is going and then it hits a
36 wall. That's where we need to address those spots. Trustee Finley inquired that the remaining
37 30% will be done according to plan about when with the swales. Mr. Landini stated that it is all
38 going to be where necessary. That will come with the surveys. Once we start this project, when
39 they go out to survey the roads, then they will go into the ditch lines and survey that. If the
40 grades don't match up, then we know that needs to be dug out so the pitch is correct and the
41 water is flowing where it needs to go. You can have two blocks of where it is pitched perfectly
42 and the water flows, and then it hits a block where it was all filled in. That's where the water
43 comes out onto the street, runs down the street and runs into people's yards. We can rectify those
44 problems by doing it that way. Trustee Finley stated this is huge. Mr. Landini stated yes. It is
45 highly visible to the residents. These are the things, in his opinion, that add to property values,
46 when you have the new roads and drainage in front of your home. Once you fix the drainage and

1 the water is not sitting on the road, the life of the road lasts significantly longer with the
2 freeze/thaw when the water stays where it is suppose to.
3
4 Ms. Zigras inquired of Mr. Landini whether or not he would ever do a swale and not do a street.
5 Would there be an instance where the street is fine, but the swale is really bad? Mr. Landini
6 stated that right now it is part of our annual operations on a much smaller scale. We can do some
7 swale work within the department. That's what we do right now. We try to locate the small areas
8 that are locking up the flow of water. We come out and clear that. That may relieve two blocks.
9 This is a much larger scale in all inclusive projects where hopefully, after five or six years,
10 drainage is solved within the Village. If he has the crew out in the middle of Arcadia and we
11 have those streets that are being done, but they see 500 feet away the street is good but that swale
12 is not making sense with the flow, then yes, he would have them clear that out as well.
13
14 Trustee Thomas inquired of Mr. Landini whether or not you notify them. Mr. Landini stated that
15 there will be plenty of notification. They put the Suburban Woods Project out in the newsletter.
16 They put it on the cable access. They put signage up in the subdivision prior to the work being
17 started. He stated that for every section that we go to, it would be the same, even more
18 communication. There are things that he learned that we can do better. He stated if we need to do
19 door hangers. Even when this project started, they had a lot of people in Suburban Woods call
20 and say that they are tearing up my road and they didn't know this was going to happen. He
21 explained that we had several Board Meetings. We put out communication. We had large orange
22 signs that said, "Construction starting in two weeks." There are only two streets into that
23 subdivision. It will be all about communication and letting everybody know what is going on.
24 We have no cost to the residents.
25
26 Trustee Oliver inquired of Mr. Landini that he is not anticipating all of these projects taking
27 place at the same time. Mr. Landini stated that for each Fiscal Year, ideally. He stated that for
28 Fiscal Year 2021 ideally, yes. He would have everything because it would keep costs down if
29 everything is mobilized. So, we are not pulling equipment out at different parts of the year. He
30 stated that being a small community, no matter where we are in the Village, it's pretty easy to
31 have the equipment out and stay.
32
33 Trustee Finley inquired of Mr. Landini whether or not this is something that contractors are
34 going to do, or is this something that you have the staff do. Mr. Landini stated no. This would
35 definitely be bid out and contracted. We don't have remotely the capabilities of doing this in-
36 house.
37
38 Village President Pro Tem Pennington inquired of Mr. Landini how concrete is the \$350,000.00
39 figure you have in these out years for these. Mr. Landini stated that right now, these are just
40 estimates. He is basing it off of our most recent project in the Suburban Woods Subdivision,
41 which basically was about two linear miles of road and swale. He stated that from year to year, it
42 could be a little give and take. Maybe Fiscal Year 2021 we get good bids and he can throw in a
43 road from Fiscal Year 2022. He might have to take something off, depending how those numbers
44 come in. Over a five-year period, he is pretty confident that he can tackle all of this.
45

1 Trustee Finley stated that we talked about diversity in contracting before and she urges you. Mr.
2 Landini stated now we have our new Ordinance in place that we passed at the last Board
3 Meeting. That will be attached in a standard for bidding going forward.

4
5 Trustee Thomas stated that Ordinance requires the contractor to make sure they have diversity in
6 the work force. She stated say that they are doing \$700,000.00 of work. What percentage are
7 they going to come with a bid and say, “We are going to have 25% minority participation.”
8 Those are minority owned firms who can be subcontractors. The IDHR is not diversity inclusion.
9 That is a law in the State of Illinois that says if you have more than 100 employees, you are
10 required to make sure that you have a diverse workforce. Also, the USDOL monitor that because
11 the contractors are required to submit that. She wants us to make certain that we understand what
12 we approved. We do not have per se the Village Ordinance that says when you submit a bid in
13 this threshold for construction projects, our professional services, you need to submit whatever
14 that participation is. That’s not what we approved. That was only the (IDHR). There’s nothing
15 in that that says the contractor needs to make sure they have subcontractors who are minority
16 women owned. She stated what that says is you need to provide proof that you registered with
17 the Illinois Department of Human Rights. That you are going to be a fair and equitable employer.
18 That’s what that is.

19
20 Village Administrator Saenz stated that she believes the Ordinance actually states that they have
21 to look at subcontractors too. What it doesn’t state is a percentage of the job. That’s something
22 that Jim can discuss with the engineers. Trustee Thomas stated he can determine it. Village
23 Administrator Saenz stated that it does state for minority business, minority women, and people
24 with disabilities. It also mentions subcontractors too. Trustee Thomas stated that she will read it
25 again. Village Administrator Saenz stated yes, let’s take a look at it. It does not break it up by
26 percentage of the job.

27
28 Trustee Finley stated that it is up to us to get out in front of this and start making these decisions
29 now in light of where the thinking on this is going, just towing the line. Village Administrator
30 Saenz stated that one of the things that we did too, we passed the Ordinance in January. We have
31 already uploaded it to Municode. She stated that beginning now, if anybody goes out there and
32 looks at our Ordinances, that requirement is there. We don’t have to wait until the end of the
33 year.

34
35 Trustee Thomas stated that what really happens when you put your bid out, you should have a
36 utilization that you include in the Bid Packet. Village Administrator Saenz stated that he has that.
37 Trustee Thomas stated that she would like to see that. She doesn’t think it is what we are talking
38 about. We will talk about that. She doesn’t want to take up a lot of time. Mr. Landini stated that
39 all of that stuff is new to him and he is learning it too. He will need assistance as well. Trustee
40 Thomas stated that she can help him. She lives it and breathes it.

41
42 **Village Hall Roof Repairs** - Ms. Zigras stated that the third item is “Village Hall Roof Repairs.”
43 She stated \$60,000.00 for Fiscal Year 2021. Mr. McDonnell stated that he saved you
44 \$250,000.00 for the last 10 years of his employment here, by making small decisive repairs to
45 our roof. He stated that by spending another \$60,000.00, and it doesn’t all necessarily have to be
46 in 2021, you can do the same thing and follow the same technique that he has been doing and
47 making those decisive repairs where they need to be. He stated just to keep cycling money into

1 the roof so you don't have this one, lump fee. The \$250,000.00 that he got an estimate on is six
2 years old. He doesn't know how much that has increased because he hasn't gotten an estimate. In
3 order to do a complete roof on this building, it would have to be completely torn off. He thinks
4 that we can push it off for maybe another 15, 20 years if we just make repairs as we are going
5 along just like he has been doing.

6
7 Trustee Finley stated that she likes the idea of repairing rather than the tear off. We may not even
8 be in this building. Mr. McDonnell stated that you never know. Trustee Finley stated that in the
9 future you don't know what the Village will look like.

10
11 **Village Hall Replacement of Canopies** - Ms. Zigras stated that item Number 4 has already been
12 accomplished in this budget year. We had \$20,000.00 for canopies. We were able to replace
13 those for \$19,430.00. Village Administrator Saenz stated they look beautiful.

14
15 **Replace General Ledger System/AR/AP/UB Permit Tracking** - Ms. Zigras stated that
16 Number 5 is a replacement of the current software, which would be the general ledger, accounts
17 receivable, accounts payable, the utility billing, Building Department. She stated that our current
18 software provider is MSI. It's an antiquated COBOL System. We have had it in the Village since
19 2001. At that time, it was a very popular, municipal software. The municipalities are all leaving
20 it. The worst part is there is diminishing support. It is putting the business of our operations in a
21 vulnerable position. We can have a service ticket out there and it can remain unanswered for
22 days. It requires constant calls and constant reminders to MSI to please help us solve this issue.
23 We are requesting that we look at a new system that would be fully integrated between all
24 modules. Currently, they are not integrated. They are separate logs and IDs. There is no
25 integration. The processing would become seamless, ready to access the data and its
26 functionality. It would increase the Village's efficiency in our daily operations. It would increase
27 our controls with the purchasing policies. Those would be integrated within the system.

28
29 Ms. Zigras stated that we have already had a demonstration of one system of such provider with
30 the Department of Public Works, the Building Department, Accounting and Finance. We have
31 gotten a preliminary bid from a few vendors. We are looking at a cost of about \$100,000.00.

32
33 Mr. Lee inquired of Ms. Zigras if it would be good enough improvement to reduce some
34 operating costs. Ms. Zigras stated that it would increase efficiency. It would not reduce staffing
35 because we are at a minimum, one person per department. Things would get done quicker. The
36 Building Department can print their permits quicker. The Code Enforcement Officer can go out
37 and use their iPad and take pictures of whatever the violation is. It would be downloaded into the
38 system. The same with Public Works and their work orders. It would all be interfaced and we
39 could see everything. At this point, we don't know if somebody's water is on or off. It's not in
40 the system. It's not housed. It's just some notes.

41
42 Village Administrator Saenz stated that with it being a fully integrated system, the technology is
43 a lot more advanced. One of the options that she really liked was that Betty has tons of
44 spreadsheets where she puts her journal entries together each month. She stated that with this
45 new program, any Excel Spreadsheets can be imported into the software. When you are in a
46 ledger account, you can see all of your journal entry activity, your accounts payable activity,
47 your cash receipts activity. You click on one item and it takes you to that next step. You can see

1 detail. You can see pictures. You can see invoices. You can see all of this information. She stated
2 filing has gone away. The need to do research to go looking for backup and detail is nonexistent.
3 It is a lot more advanced. It is a timesaver from budgeting to just daily processes.

4
5 Ms. Zigras stated that if a resident comes to the front counter and asks a question, we don't have
6 to go to different modules and look in files. You can pull up an account. It is driven by the PIN,
7 the partial ID. It will show the address and what they show owed for utility bills, and what they
8 have out there for permits, code violations. She stated everything with one picture, one screen, as
9 opposed to digging through files and we don't know where we are at.

10
11 Mr. Lee stated that you will be able to reduce overtime. Ms. Zigras stated absolutely. Mrs.
12 Okorafor inquired of Ms. Zigras how did you receive bids. Ms. Zigras stated that we haven't
13 done a bid yet. We didn't do an RFP. Ms. Zigras went to various municipalities. She stated that
14 Park Forest, Richton Park, and Flossmoor all went to this one called "BS&A." She stated that
15 Flossmoor, in their Board Packet back in November did a detailed RFP. They hired a consulting
16 firm called "Baecore." They paid \$35,000.00 for this. It is in their Board Packet. Mrs. Okorafor
17 stated that they paid \$35,000.00 to retain a consultant to do the RFP. Ms. Zigras stated to
18 "develop the documentation, to review the RFP for process management, an RFP to evaluate in
19 contract negotiations." We can do an RFP. They sent out multiple RFPs. They got three
20 responses. BS&A, Civic Systems and Tyler Technologies. She has the entire RFP here from
21 Flossmoor. We can do the same process, or we can take those three top ones and evaluate them
22 ourselves, and save money, and come up with our recommendation and go before the Board and
23 show the Board how we evaluated these systems and what the pricing is.

24
25 Mr. King stated we can just do a request for a quote. Ms. Zigras stated that she has already gotten
26 quotes from two of them. She has one more to do. Trustee Thomas stated that is a Request for
27 Professional Services. If we are just asking them for a quote, you are absolutely certain that the
28 packet that they are offering is what we want, we would either do an RFP and wouldn't have to
29 pay \$35,000.00. This is a matter of putting together the scope of what it is that you want and how
30 you want to weigh that, and it is viewed. The caution here, if you are doing a procurement
31 process directly, if you just say now you are doing an IFB, you are saying that you know exactly
32 what you want. This is what you want. This is the price. She doesn't believe that exactly what
33 they got is maybe what we need. We need to look at how you want to purchase this. We don't
34 want to get stuck with something that we really didn't make it our own. She doesn't see how we
35 go around it. Unless, we are going to do out of the box. If we want to buy out of the box that you
36 cannot tweak, you can't program additionally, then that's one consideration. If you want
37 something that is going to work and is integrated with all the other departments, she believes that
38 you need to do an RFP, or RFI, or RFQ, Request for Information and a Request for
39 Qualification.

40
41 Mrs. Okorafor inquired do we have the expertise to evaluate that. They retained a \$35,000.00
42 consultant to push that expertise on the consultant, which makes sense but it is costly. Ms. Zigras
43 stated that they have a Finance Director, an Assistant Finance Director, and two accountants at
44 Flossmoor. Trustee Thomas stated that she doesn't know if Board Members can participate. Mr.
45 King stated that he has been doing a lot with really large programs. He stated with this type of
46 service, it's unique to a certain level of functionality. Where you come into some uniqueness is,
47 does it interface with a Police Department System? Ms. Zigras stated that it does not. Mr. King

1 inquired whether or not that is a need. You stated that Public Works and Building have already
2 seen it. It has provisions for that. A lot of those integrated accounting systems for municipalities
3 have all those unique modules like that that are integrated, not interfaced. He stated that
4 interfacing would be is there anything in the Police Department you want to send to or receive
5 from. That's different. That would be a special add-on programming capability. Other than that,
6 it probably has all the modules that it needs out of the box is what you typically will get. You
7 will know if it has all of the pieces in that box that are basic to a municipality.

8
9 Trustee Thomas inquired does it come with a warranty, maintenance, and upgrades. She is a
10 Certified Professional Public Buyer. That's why she is suggesting these things. If we want to
11 make the investment, we may need to look at it. She doesn't know what all they got for
12 \$35,000.00. That's a lot of money. Ms. Zigras stated that they published it so she has the RFP
13 here.

14
15 Trustee Finley stated that she is hoping that we can cast a wider net, just as a mode of doing
16 business than the top three. However, the top three get to be the top three. There could be talent,
17 innovation, and opportunity in a smaller firm that we would not normally see if we limit
18 ourselves to what has been pushed up in the search of the top three. She stated just as a way
19 because of what our larger goals are here, which is to encourage when we can, innovation,
20 participation that talent wherever it is, whatever it happens to be. She is excited about getting
21 another system. It is wearing the staff out. It's like an Easter Egg Hunt. She has been able to see
22 it. She stated staff's satisfaction matters, less overtime matters, being able to have people
23 respond to an increasing demand for information because they have to keep up with the
24 residents. We have better technology than the Village has. She remembers in the Audit Report
25 there was a note that was asking for an even more definitive type of report than we have been
26 having. She was wondering how we are going to do that, if we don't have the technology today.
27 Mr. King stated that the simple report writing that we get out of this system is not there. He has
28 been concerned about that for years.

29
30 Mr. Lee inquired of Ms. Zigras whether or not she plans to have some coordination with the
31 other communities that have developed these systems to see what they ran into, and to avoid any
32 problems that they had. Mrs. Okorafor inquired whether or not they are willing to share that. Do
33 you have contacts? Ms. Zigras stated that she has contacts at Flossmoor and Richton Park.
34 Flossmoor is still implementing. Richton Park just went live. Park Forest has been with them for
35 five years. They are very happy with them because they all came from MSI.

36
37 Village Administrator Saenz stated that all of those towns had the software that we have now and
38 moved on. Trustee Oliver stated anything is better. Mr. King stated that these companies that you
39 cited here, it is not their software, right? Or is it? Software is out there in the world, and then
40 your professional company has all the expertise, accounts and systems people to implement that.
41 They don't own that software. They didn't create that software. Some other company did. Ms.
42 Zigras stated that MSI is a Harris product. Mr. King stated that they created it and they have
43 consultants to implement it and sell it. Somebody else coming to you might be that and not MSI.
44 They are using MSI packaging. Are these folks that you cited here, selling a certain type of
45 application or their own proprietary application? Village Administrator Saenz stated it's their
46 own. Ms. Zigras stated that we haven't had a demonstration or talked to Civic yet. BS&A it is
47 their own. They have finance CPAs on their finance side. They talked about the building side,

1 that they had Building Inspectors. Mr. King stated so they were part of the creation of their
2 proprietary solution. That's different than having a consulting firm who contracts with them to
3 implement and consult. Ms. Zigras stated that they implement their own. BS&A does 80% of
4 their implementation. She stated that to her that is so important because our staff is so lean here.
5 Mr. King stated that its just the distinction between the developer of the product versus service
6 providers of the product.

7
8 Mrs. Okorafor inquired whether or not BS&A or Civic Systems subcontracts out any of their
9 work to smaller firms to address the issue of diversity and inclusion, which she 100% agrees
10 with, but she also wants the firm that we retain to know what they are doing and have years of
11 experience. She doesn't want to experiment at this level. Ms. Zigras stated that's a question we
12 can ask. It is her understanding that everybody works in-house. They are not subcontracting.
13 They are all employees. Mr. King stated that is usually because of the proprietary nature of the
14 software. They don't give it up to just anybody. He stated that what they might do is get a
15 consulting firm. They have technical people. All they are going to do is go implement and put in
16 your system and tweak it for you. Even then, they have to have extensive knowledge of the
17 application. Otherwise, you would be a year or two trying to implement it. He went through that
18 with Cook County Hospital Systems. We don't want that. Mrs. Okorafor stated that's the
19 concern. Ms. Zigras stated that Flossmoor, in their report to their Board, they were saying 12 to
20 18 months for implementation. Richton Park did it in eight months.

21
22 **Village Hall Windows Replacement** - Ms. Zigras stated next is the Village Hall Windows
23 Replacement. She stated that John is going to get an estimate. That is for 2021. Mr. McDonnell
24 stated that he is waiting for some estimates from different companies just to get an idea of a
25 number. He is not convinced that we need to replace them in 2021. We definitely need to do
26 some repairs and maybe some replacements later on. Mrs. Okorafor inquired is it these. Village
27 Administrator Saenz stated that we need to replace those over there. Mr. McDonnell stated all of
28 these windows, yes. Village Administrator Saenz stated that she thought that they needed to be
29 replaced on the other side.

30
31 **Village Hall Carpeting Replacement** – Ms. Zigras stated that the next one is the carpeting. That
32 isn't until 2024.

33
34 **Village Hall ADA Requirements** – Ms. Zigras stated that we did pass the Village Hall ADA
35 Requirements for this current Fiscal Year. She stated that John believes that we can get that done
36 this year.

37
38 **Village Hall Voice Portal at the Front Counter** – Ms. Zigras stated that the Voice Portal at the
39 Front Counter. Trustee Finley inquired whether or not the voice portal is the hole in the glass.
40 Ms. Zigras stated something so that the residents aren't screaming and we are not screaming.
41 Trustee Thomas inquired whether or not that window is bulletproof. Mr. McDonnell stated yes.
42 Trustee Thomas inquired whether or not the windows are bulletproof from the street where the
43 staff is. Mr. McDonnell stated no. Trustee Thomas stated that you can see staff very well. The
44 only people that are protected is John because he is in a cubby and the Police Department.

45

1 **Village Hall Electronic Sign** – Ms. Zigras stated the electronic sign. We have that for 2021 for
2 approximately \$20,000.00. A Village of Olympia Fields sign with maybe Board Meetings and
3 announcements.

4
5 Mr. McDonnell stated that we just need to find a place to put it. There isn't much area to place it.
6 We would have to eliminate something else in the front.

7
8 Trustee Thomas stated that the church on Cicero finally came up to the new age. They have a
9 nice sign. It is up. It is very nice. When you drive past here, there is nothing that stands out that
10 this the Village Hall of Olympia Fields and our Police Department. She inquired about making it
11 higher in height, but something nice. Ms. Zigras stated that she likes Matteson's. Mr. McDonnell
12 stated that would be more than \$20,000.00. Our biggest problem is location. This building is
13 pushed so far forward, that to put something like that in, you are talking about eliminating
14 parking spaces in the front. We don't have much parking at Village Hall currently. Mr. Landini
15 stated that you can't put it close to the street because it is a State right-of-way and it is a swale.
16 Mr. McDonnell stated that it is a drainage swale. The old sign use to be where the sculpture is
17 now. It might be a thing where we it might be easier to relocate the sculpture, and then find a
18 place for that like on the side somewhere. Trustee Thomas stated to put the sculpture on the side.

19
20 Mr. King stated that the traffic is Vollmer or Route 30. It is not Governors Highway. It is
21 certainly not back here. If it is over near Vollmer or Route 30, yes.

22
23 Trustee Thomas stated that if you drive down Cicero where the Matteson Village Hall is, you
24 know that you are at the Village Hall. They have a nice sign right in front of the Village Hall that
25 lets you know that it is the Village Hall and the Police Department. When you drive through
26 here, if you are in a crisis and you think somebody is following you, you don't know where to
27 go. You don't know the area. You don't know where the Police Department is because the cars
28 are in the back.

29
30 Mr. King stated that back here you are tucked away. If you were on those two intersections it
31 would be visible for people coming through. Mr. Foster stated that you are proposing that we
32 move Village Hall. Mr. King stated no. He is saying to place the signs.

33
34 Mr. Lee stated that maybe all you need to do is change the awnings and not have the awnings. It
35 might make it look more like a government building. Ms. Zigras stated that we just changed
36 those. Trustee Thomas stated that they were faded and torn. Mr. McDonnell stated that we just
37 replaced them.

38
39 Village President Pro Tem Pennington stated that in 2005 when we moved into this building, we
40 had the sign. The sign was sufficient. It really showed well. He could support moving the
41 sculpture and placing the sign where it was originally. Maybe make it a little bit bigger than what
42 it was. It would work well. There's a lot of traffic that goes up and down Governors. That would
43 be the best way to do it in his view.

44
45 Mr. Foster stated that if you go down Pulaski, they are plain and inexpensive, when you get to a
46 certain point, there are signs attached to the light poles that say, "Police Department that way."

1 Village Hall that way.” A certain church is that way, and those types of things. That might
2 address what Stan was just saying about putting signs on Vollmer or on Route 30.
3

4 Trustee Finley inquired of Mr. McDonnell whether or not there is any money here for the
5 Olympia Corners sign. Mr. McDonnell stated that there is not. Trustee Finley inquired whether
6 or not there is a good reason why not. Mr. McDonnell stated that he doesn’t have a good reason
7 why not. It could be something that we could add. That’s why we are here. Trustee Thomas
8 stated that she thought that sign was going to be changed.
9

10 Village Administrator Saenz stated that you guys are talking about the signage at the strip mall.
11 Mr. McDonnell stated the ones that are there now, yes. Trustee Finley is talking about like a
12 marquee sign on the corner in the right-of-way. That would be telling everyone that they are in
13 Olympia Fields, or when development starts to happen at that site. It would incorporate that in
14 that sign. Trustee Finley stated that she is just asking that you consider that there will be a need
15 for some sort of appropriation for the creation of whatever the sign will be that might come from
16 the marketing company, or whoever. We need to see it here so that we don’t get there and have
17 them say that we didn’t budget for it.
18

19 Trustee Thomas inquired when you are coming down Vollmer, Lincoln Highway, or Western, is
20 there anything that says, “Welcome to the Village of Olympia Fields.” Mr. Landini stated yes. At
21 Crawford and Governors, there is a big one right there. At the triangle, there is a big sign with
22 landscaping. At Western and Vollmer on the corner there in front of the Dollar Store on Route
23 30. He stated across the street from Irons Oaks is one that says, “Village of Olympia Fields.”
24 Village Administrator Saenz inquired whether or not Wal-Mart put one up on the corner. Mr.
25 Landini stated no. Mr. McDonnell stated that the sign that was at Family Dollar is down at our
26 request. Mrs. Okorafor inquired it was intermixed with the Family Dollar sign. Village
27 Administrator Saenz stated that it was. That’s why it is down.
28

29 Trustee Thomas inquired whether or not there is a premiere point where there could be a very
30 nice sign like when you go to these other towns. Mr. Landini stated that a big, nice sign is at
31 Advocate Medical Center, right by the hospital on the corner of Crawford and Vollmer. That is a
32 big brick one that says, “Village of Olympia Fields.”
33

34 Village President Pro Tem Pennington stated that we have two gateways off of Route 30. Route
35 30 and Western is a nice gateway, and Route 30 and Olympian Way by the CVS. That’s another
36 nice gateway. Trustee Thomas stated that’s a nice sign.
37

38 Trustee Oliver inquired whether or not you noticed that Park Forest put a sign on the Olympia
39 Fields side right where the new church is. If you go south on Western towards Lincoln Highway,
40 Park Forest has a sign on our side of the street. If you drive off of Vollmer all the way to Lincoln
41 Highway, you will see it.
42

43 Mr. King stated that you have Food 4 Less on one side. Wal-Mart is on the other. The Shell
44 Station is on the corner. Where is this at? Trustee Oliver stated that it is where the new church is.
45 It is before you get to Wal-Mart. It says, “Park Forest.” It is just a little sign. He saw it yesterday.
46

1 Mr. Landini stated that if it is right on Western, they wouldn't have to go through us to put it up
2 there. They would have to go through the State because it is their right-of-way. He doesn't recall
3 ever seeing it.

4
5 Village Administrator Saenz stated that isn't even close to Park Forest. You have to go across
6 Lincoln Highway. Mr. King stated that you have to go past our TIF. Mr. McDonnell stated that
7 we will check it out.

8
9 Village President Pro Tem Pennington inquired of Mr. Landini that you have the electronic sign
10 budgeted in 2020. That's the current budget. Are you carrying it over to 2021? Mr. McDonnell
11 stated yes. Ms. Zigras stated that it is showing nothing for projections. It is zero. Trustee Thomas
12 inquired of Mr. McDonnell whether or not he is carrying it over because he needs more time to
13 research. Mr. McDonnell stated yes, he needs more time to research.

14
15 **Village Board Room Media Equipment, Phase 1** – Ms. Zigras stated that Number 11 is the
16 Village Board Room Media Equipment. We accomplished Phase 1. Phase 2, she should have put
17 “to be determined for 2021.”

18
19 Village Administrator Saenz stated that they are coming out Wednesday to meet with Stan, our
20 IT Consultant, to let us know what the next phase should be, if there is anything.

21
22 Village President Pro Tem Pennington inquired what was completed in this project to refresh our
23 memory. Village Administrator Saenz stated that in Phase 1 we got a new camera system. We
24 upgraded the camera system. Phase 2 will include the connection to the TVs.

25
26 Trustee Thomas inquired about new monitors. Village Administrator Saenz stated that wasn't the
27 plan. She can jot that down. She inquired whether or not there is an issue with the monitors.
28 Trustee Thomas stated that they are small. Village Administrator Saenz stated that she will see
29 what they recommend.

30
31 Mr. King inquired whether or not microphones are included. You can't hear the Board Members
32 when they are talking. Village Administrator Saenz stated that we are discussing microphones.
33 Trustee Oliver stated that they are directional. You have to speak into them. If you turn your
34 head you can't be heard. Mr. King stated that we have a hard time hearing you guys.

35
36 Village Administrator Saenz stated that John McDonnell has a few suggestions. She stated that
37 she and John are going back and forth with these suggestions. We will find out what they say on
38 Wednesday. She stated that John wants clip on mics for the Board. Her question is, who is going
39 to do the collecting of the mics at the end of the Board Meeting. He wants drop downs. They
40 could possibly work there, but for situations like this, and we have other committees and
41 commissions that have other situations like this, she doesn't think it would work.

42
43 Mr. Foster stated that if you use the drop down, they have monitors. They have them at their
44 church. You use the speakers that face the audience. It picks up ruffling paper.

45
46 Village Administrator Saenz stated that she is going to talk to them on Wednesday. Mr. King
47 stated to tell them to move the current mics closer and turn them up.

1 Mr. McDonnell stated that he thinks that they are the wrong kind of microphones. They should
2 be more area microphones. These are more pinpoint microphones. You literally have to speak
3 into it. If you turn at all, it doesn't pick it up. Village Administrator Saenz stated that this
4 equipment is from 2007. We will see what they recommend. Maybe there are new mics that we
5 can get for the dais.

6
7 Trustee Thomas stated that for Metra, we have the ones that you can turn on and off. They pick
8 up without having to move it. She stated that Village President Pro Tem Pennington can attest to
9 that. You don't have to do a lot of moving. You can be sitting here and talking and it picks it up.
10 It is an updated microphone. Village Administrator Saenz stated that is the thing that we have to
11 look at. Mr. McDonnell stated but they are expensive.

12
13 **Village Hall Sidewalk Repair** – Ms. Zigras stated next is the Village Hall Sidewalk Repair. It is
14 slated for 2022. It is about \$25,000.00.

15
16 Mr. McDonnell stated that we have breaking sidewalks around Village Hall. The guys have been
17 patching them. Eventually, they will need to be replaced. Village Administrator Saenz stated that
18 she almost fell on the side of the building.

19
20 **Village Hall HVAC System – Board Room** – Ms. Zigras stated next is the HVAC in this
21 building. Ms. Zigras stated that this is for 2022. Mr. McDonnell stated that we could move it to
22 2021.

23
24 Mrs. Okorafor stated that someone had explained at a meeting why it does not level. Mr.
25 McDonnell stated that the unit is three times larger than what this room is suppose to have for it.
26 The room calls for heat. So, it gives it heat. The problem is, the heat exchangers heat up so hot,
27 that when it stops calling for heat, it takes so much time for the heat exchanger to cool off that
28 now the system is calling for the air conditioning. So, then the air conditioning comes on. It is
29 just a big swing like this.

30
31 Village President Pro Tem Pennington inquired of Mr. McDonnell; wouldn't it be easier to
32 replace the unit. Mr. McDonnell stated yes, you have to replace the unit. Ms. Zigras inquired
33 whether that was the \$28,000.00. Mr. McDonnell stated yes. Trustee Oliver stated let's do that
34 this year. Ms. Zigras stated that we budgeted \$843,000.00. We are only spending \$511,000.00.
35 Village President Pro Tem Pennington inquired of Mr. McDonnell whether or not there is a
36 possibility that we could adjust the unit to make it work right. Mr. McDonnell stated no. He
37 stated that before he came onboard, somebody hired somebody that they said it would save them
38 \$30,000.00. They charged them \$5,000.00. They bought a used unit from somebody and they
39 threw it on top of there. They didn't know how to connect it. This whole air conditioning system
40 is computerized. It's not a program with logic control. They didn't know how to even connect
41 the unit to the system. They connected two thermostats to it. They wired them in. They threw the
42 wire thermostats down in the ductwork and said, "Okay. We fixed your unit." It never worked
43 right.

44
45 Mr. Lee stated that's a good example it was bad. That doesn't mean you can't get an entity to
46 correct it with the right source. Mr. McDonnell stated that he already has the answer from the

1 right source and that is to replace the unit. There is not enough volume in the room to make this
2 unit operational.

3
4 Trustee Thomas recommended moving it from 2022 to 2021. Village President Pro Tem
5 Pennington stated that's fair. Mrs. Okorafor stated the Fiscal Year ends April 30th. Ms. Zigras
6 stated that it would be anything after May 1st.

7
8 Ms. Zigras stated that concludes what the Directors and the Administrator have for the General
9 Fund. She stated that if anyone has anything else that they want to put on this, you can send her
10 an email and it will be discussed at the next Finance Committee Meeting.

11
12 **Water Fund Capital Projects – Oak Lawn Regional Water System Improvements**

13 **Program** – Ms. Zigras stated that we know that our contract in Oak Lawn expires in 2024 and
14 we would have to sign on with the Regional Water System Improvements. That is an estimated
15 cost of \$6.4 million payable over 30 years. They have a line of credit. The interest payments to-
16 date for 2021 are about \$109,000.00. We have been encumbering these funds so if, or when, we
17 sign with Oak Lawn we will have what is required as the payments that we have not been
18 making, we will have that lump sum due. That's another project in itself as far as what we are
19 doing with water.

20
21 **Water Main Replacement** – Ms. Zigras stated that the next one is the Water Main Replacement
22 Project. Mr. Landini stated that for water main replacement, the rule of thumb right now about a
23 mile of water main replacement costs about \$1,000,000.00. The way that he has it broken down
24 for the next five years, is to do about a quarter of a mile every year. The issue we have in this
25 town is, outside of the newer subdivisions the majority of our water main is approaching 65 to 70
26 years old. The life expectancy of a ductile iron water main is about 60 years. We are at a critical
27 point. The Original Village has a water main that is 90 years old. Right now, we are just case by
28 case. A water main break comes up, we repair it with a clamp. At some point, it is going to keep
29 compounding and getting worse. We never had a Comprehensive Water Main Replacement
30 Program. He thinks that this is a good start. He has a map that has all of the ages of the water
31 mains in town. He is trying to decide how to attack it. We are spread out where we have our
32 breaks in town. There is no area that has significantly more than other areas. Our 90-year-old
33 main in town has not had a water main break on it since he has been here. His instinct is to
34 replace that old main first. It's not a big section. His plan is to go oldest to newest throughout the
35 Village and keep chopping it off. It will take some work to get estimates on it. It is all based on
36 how many homes are on a block, and how many services need to be tapped, and how many fire
37 hydrants need to be changed, and how many valves need to be changed. The other plan of attack
38 he has is we have a lot of areas in town where some valves don't work. When we do have a
39 water main break that just means we have to shutoff a lot more valves, and then more residents
40 are out of service. He wants to attack those areas to get the bad valves out when you replace a
41 water main, so then we have better isolation and less people affected when that happens. A new
42 water main is plastic, or new ductile iron. It has a lifespan of 80 to 100 years. Once it is replaced,
43 none of us will ever have to worry about it again. This is laid out where we can start a Water
44 Main Replacement Program that is needed. The longer we wait on it, the more water loss and
45 bad things that could happen. The other advantage to this is that it approves the efficiency. It cuts
46 down on the water loss. Our margins then for payment and water that we buy are much greater.

1 If we can get something in place to just continue for as many years as we can, that will be a good
2 thing for the Village.

3

4 Trustee Thomas inquired that the water main replacement in Graymoor has an impact on the
5 entire Village. Mr. Landini stated no, not water main. The Lift Station. This is just water. The
6 one mile of water main in Graymoor, Suburban Woods, and the Original Village East those are
7 our oldest areas now. That's where he would attack first. The whole system is interconnected. He
8 believes that what you are referring to is the Lift Station and the sanitary sewer. That does have
9 an affect on the entire Village. That was something that was replaced.

10

11 Mrs. Okorafor inquired of Mr. Landini when was the last water main break. Mr. Landini stated
12 Friday in Graymoor. Mrs. Okorafor inquired when a water main breaks, most of Graymoor is
13 alerted or just a portion. Mr. Landini stated that our map shows where we have valves so we
14 know where to isolate and shutdown the water. We have the addresses that are in accordance on
15 that line. We go door to door and let people know before we shutdown that their service is going
16 to be out anywhere from two hours to 12 hours depending on what we find when get down there.
17 Mrs. Okorafor stated that's a major inconvenience.

18

19 Mr. Landini stated that the longer this waits, we are at the critical point on all of these water
20 mains where you can start expecting them to fail more and more every year. A lot of it is weather
21 dependent. We've been lucky. This past year we only had 18 water main breaks. His second year
22 here we had 48. He stated that from where he came from, they would get 200 to 250 a year. It
23 was a bigger town. Mrs. Okorafor inquired of Mr. Landini whether they break because they get
24 too cold. Mr. Landini stated that the majority of them break in the wintertime. That's with the
25 fluctuation of freeze/thaw. We don't have any frost on the ground so it hasn't been too bad.
26 There's also temperature change over in Lake Michigan. That's where we get our water from. If
27 that temperature drops two degrees, the water drops two degrees as it flows through the mains
28 coming from the lake. That two-degree change does have impact on ductile iron. About this time
29 of year, no matter what, if we have four feet of frost or no frost, we are going to see an increase
30 in water main breaks. This is about the time the lake turns over with colder water coming in
31 through the section of the pipes.

32

33 Village President Pro Tem Pennington inquired of Mr. Landini, given the number of water main
34 breaks that the Village experiences overall, are you comfortable with that \$1,250,000.00
35 estimated figure. Mr. Landini stated for right now. He would have to drill down with our
36 consultants to get a better idea of how much that will cover. He stated that if \$250,000.00 only
37 covers one block, we might need to up that a little more. The whole concept behind all of this is
38 we need to get something going, even if it is just one block at a time, it is something. That is
39 replacing hydrants which are where you have your most leaking points of water loss that go
40 unrecognized because that just seeps into the ground. It never makes it to the surface. It is a
41 constant leak. If we can capture 4% to 5% of that, that's a significant savings for the Village on
42 what we are buying our water for. That's where this all originated in coming from. We just need
43 to start getting something in place.

44

45 Trustee Finley wanted to ask about the plastic pipe. What's the signs, as you understand it, on
46 leaching? Mr. Landini stated that the plastic pipes have been around for about 25, 30 years. He
47 stated that within the past 10 years they have become much more popular. Everything that he has

1 seen, and in talking to consultants, there is less chemical leaching in the plastic pipes than there
2 are in the ductile iron pipes. The ductile iron pipes they build up what is called “Turbidity”
3 inside. It’s the chemicals of the water being trapped and growing, basically like a bacteria in
4 there. We send chlorine through to treat all of that and everything like that. It grows much more
5 in ductile iron. The inside of the plastic pipe, it’s not so much the polycarbonates that come from
6 the plastic that leach in. There are still residuals from the water that stick to the inside of the
7 pipe. The pipes are much smoother so they keep their capacity and their flow much better than
8 ductile iron does, because over time ductile iron shrinks. It is like forcing something through a
9 pin hole. Depending on cost, right now plastic is the way to go and it flexes with the ground so it
10 doesn’t break.

11

12 Trustee Finley thanked Mr. Landini for the explanation. She stated that she is trying to get to
13 here, is being proactive in our own best interests, would you do what you can to find out past
14 what the sales people say and the consultants say about what the impact would be over what kind
15 of time against the degradation of this product. Mr. Landini stated that ductile has been around
16 for a couple of hundred years. He stated the plastic for 25 years, the absolute long-term affects
17 haven’t been reached yet to see. He will absolutely do as much research as possible to get as
18 close to a definite answer as he can. There are risks with any material that you use. He would
19 lean on consultants and his own research to see what is best for the Village. He wouldn’t put
20 anything in the ground that is riskier than what we currently have. If he finds something that is a
21 red flag with a certain material that he is not comfortable with. He knows what works and that is
22 ductile iron.

23

24 Trustee Thomas inquired of Mr. Landini whether or not there are any other towns that use
25 plastic. Mr. Landini stated yes. He stated that Flossmoor, as of five years ago they started doing a
26 main replacement. They are using the plastic pipe. Trustee Thomas inquired of Mr. Landini
27 whether or not it is cheaper. Mr. Landini stated that right now it is about the same cost as ductile
28 iron, but because the life expectancy of the pipe is significantly longer than ductile iron, that’s
29 where more towns are going to. He stated that being that it is a petroleum-based product, it
30 fluctuates with the market of oil.

31

32 Trustee Finley stated that in addition to what he is going to do, she would send him to the
33 universities. They have less interest one way or the other. Mr. Landini stated that the University
34 of Chicago has some large studies on water materials and water main stuff. The University of
35 Chicago is pretty trusted research. Trustee Thomas inquired of Mr. Landini whether or not they
36 recommend the plastic pipe. Mr. Landini stated that right now, it is recommended. It is based on
37 the cost and need. There are situations where you would want ductile iron, based off of whatever
38 other structures you have attached to it. It will come down to cost and safety. Trustee Finley
39 stated that safety is important. She stated contaminates, if we are going to have to endure them,
40 we want to know at what level. Mr. Landini stated that the one thing he needs to get caught up to
41 speed on with the plastic, for all intense purposes it is safe. He doesn’t know if he has to treat the
42 water differently because it is flowing through a plastic main. And what that means when plastic
43 is butted up to ductile iron, does it have a different affect on the other? That’s what he has to find
44 out first. If it is all the same, great. If not, is it feasible to actually do it? Trustee Finley thanked
45 Mr. Landini. Trustee Thomas stated that you will share all of that. Mr. Landini stated, of course.

46

1 **SCADA** – Mr. Landini stated that he is working on getting prices for SCADA. This is the
2 Supervisory Control and Data Acquisition System. This is an early warning system for our water
3 system to let us know if our tank levels are fluctuating, if we have a break in the system. It gives
4 us early warnings to his cell phone and iPad to a computer. We can watch all levels and we can
5 adjust levels from the computer through the Internet.
6

7 Mr. Landini stated that what we currently have right now, is basically nothing. We have electric
8 monitors on our towers at our pump station. If something goes wrong, it is an auto dialer that
9 calls us and then we physically have to go out and change levels in there. It is more after the fact
10 something happens. He has worked in departments that have SCADA. You can actually watch it
11 live. You can anticipate what’s happening and adjust those things. We just need to get up to
12 speed. It can print out reports so that we have a better idea of what our loss is, how many gallons
13 we lost in a water main break. It is better for reporting. This is going to have to go hand-in-hand
14 with our Sewer Lift Stations. He wants to do water and sewer at the same time in order to keep
15 costs down, and because they are all tied together. He is getting pricing on it right now. He
16 hoped to get this done in this current year. We did budget for it. There are a lot more companies
17 that do this work and they range all over the place. He just needs to see what software will fit
18 best for us, looking at the best price, and what’s the best product overall. It is going to take a
19 little time. He hopes to be able to get it done this year. If not, it would be early 2021.
20

21 Ms. Zigras inquired of Mr. Landini what the implementation time is. Mr. Landini stated that
22 once we pick what we want, it’s relatively fast, like a couple weeks. Then he would have to get
23 his guys trained on it. Ms. Zigras stated that if he thinks he will have a decision by April, to
24 make sure that he gets it in by April 30th.
25

26 Village Administrator Saenz stated that we are pretty much on a timetable, because using the
27 phone systems to do this relay, they are phasing that out because it is on old, analog phone lines.
28 AT&T is starting to phase out that service. We have budgeted for this for years. It is getting to
29 the point where he has to advance that technology. Mr. Landini stated that it will go over radio or
30 the internet, depending on what suits us best.
31

32 **Sewer Fund Capital Projects - Graymoor Force Main** – Ms. Zigras stated that we have the
33 Graymoor Force Main on the budget for this year. Mr. Landini stated that he met with the
34 engineers. They are doing all of the preliminary work for this project. The one hang up which
35 could delay it, to push the project into the next Fiscal Year is because of where it is. We are
36 waiting on County and State permitting to do the work because it’s on Vollmer Road and
37 Western. We have no control over how long it will take to get those permits.
38

39 Trustee Thomas inquired of Mr. Landini what department he is working with. Mr. Landini stated
40 IDOT and the County Department of Transportation. Trustee Thomas inquired of Mr. Landini
41 whether or not he put in for a permit from the County. Mr. Landini stated that Baxter &
42 Woodman is doing that. Trustee Thomas stated to let her know when they put it in for the
43 County. Mr. Landini stated that the County has the faster turnaround time. IDOT is the one that
44 hangs us up.
45

46 Mrs. Okorafor inquired of Mr. Landini whether or not he should reach out to elected officials for
47 help to speed up the process for the community. Mr. Landini stated that it is definitely worth the

1 effort. In his past experience, IDOT moves at the pace of IDOT. They are going to look at it as
2 you are putting a pipe in the ground down Western. They are reconstructing part of an
3 expressway. They are a very slow department. It's 50-50 right now if it can be completed in the
4 current Fiscal Year or in the next Fiscal Year. It will be completed in calendar year 2020, if it is
5 before May or after May, that's what's up in the air. Ms. Zigras stated that Jim has touched on
6 some of the other projects

7
8 **Kedzie Lift Station Rehab** – Mr. Landini stated next is the Kedzie Lift Station Rehab. We have
9 gone over this the past couple of years. The Kedzie Lift Station is our primary sanitary sewer Lift
10 Station in town. All the sewage in town makes its way to the Kedzie Lift Station. The Kedzie
11 Lift Station pumps it all out. The efficiency of that Lift Station is very good. He stated that what
12 needs to be rehabilitated is that Lift Station is a room that is about half the size of this room. It
13 goes 20 feet down that our guys have to go in there with massive volumes of sewage flowing in
14 to clean. It is unsafe. The building itself is kind of falling apart. The rehabilitation would
15 eliminate any human-being having to go down in there and do that kind of work. The Graymoor
16 Lift Station is the one that we replaced. This one is like that one was. It's an enclosed Lift Station
17 where people don't go down.

18
19 Mr. Landini stated that we take our safety precautions to go down there. We do our job and
20 everything like that. Efficiency wise, it is doing what it needs to do. He stated that rehabilitating
21 it wouldn't make it more efficient, or make it pump anything faster. We have the right size
22 pumps in there. This is more for the safety of the people. Then we can integrate more technology
23 in there to get a better reading to go along with the SCADA.

24
25 Trustee Thomas stated that you are saying that they go down there where there is sewage
26 flowing. Mr. Landini stated yes. Trustee Thomas inquired do they wear special suits or
27 something? Ms. Zigras stated that this is not our only Lift Station. Mr. Landini stated that we
28 have four of them. It is disgusting, but it is part of Public Works.

29
30 Mrs. Okorafor inquired of Mr. Landini whether or not the Water Reclamation District have
31 anything to do with it. Mr. Landini stated that they don't have anything to do with our structure
32 and our system itself. What we pump to, is all to MWRD. We wear safety suits. The biggest
33 thing is to bring the gas detector down to make sure the air is safe to breathe, that there is enough
34 oxygen in there. We check it every day. Once a week we have to clean it.

35
36 **Swale Repair** – Ms. Zigras stated that we talked about the swales. Mr. Landini stated that the
37 swale repair goes hand-in-hand with the road project. That's the \$50,000.00 estimated.

38
39 **Sanitary Sewer Lining-** Mr. Landini stated that the sanitary sewer lining is very similar to the
40 water main replacement. The sanitary sewers are the same age as the water mains that are in
41 town because they got laid at the same time. He stated that lining a sewer is significantly cheaper
42 than replacing a water main. He stated that \$50,000.00 can usually get several blocks, depending
43 upon how many services need to be cut out. The lining project that we did in Graymoor, that is
44 what this consists of. It is the exact same type of work where it is minimally invasive. We are not
45 open cutting anything. They just put a pilot hole in. They put a sleeve through the sewer. That
46 sleeve cures to a plastic pipe, and then the sewage can flow through there. The biggest thing
47 about sanitary sewer lining is it cuts down the I & I, which is the rainwater infiltration into the

1 sanitary sewer system. When we get heavy rains, that system gets overloaded. That is what
2 causes basement backups. It is rainwater getting into the Sanitary Sewer System. He stated that
3 by lining the Sanitary Sewer System, you cut down on that I & I. In Graymoor when they did
4 that project, we cut down the I & I by 88%. There have not been any issues whatsoever in that
5 subdivision for basement backups or anything. This again, is just like the water main, it is
6 bidding north. He stated that from 2002 to 2008 there was a lining. He has a map of the areas in
7 town that were lined. He wants to go off that map and build to eventually get the entire town
8 lined. He stated that just like the water main, once it is lined, you have about 50, 60 years of no
9 issues. That will cut down on basement backups and overflow into the sanitary system, which
10 also requires EPA reporting when the system overflows, which then can come with fines.

11
12 Trustee Tinley inquired of Mr. Landini, whether or not we have any reliable way to know whose
13 basements are backing up, when, and where, other than somebody has told you from their
14 neighborhood. Mr. Landini stated that right now, it's based off of who actually calls in and
15 reports it, and asks us to check out the when and why. A lot of the older homes that don't have
16 overhead sewer in their basement, those are the ones that backup when we have anything over
17 four to five inches of rain. In this town he has not had a ton of calls on basement backups. He has
18 had a few, but not much. He doesn't think that John has gotten a lot of calls on it. It could just be
19 people thinking that it is their problem. This is one way to eliminate it the best we can.

20
21 **SCADA** – Village President Pro Tem Pennington stated that SCADA corresponds with the
22 water. Mr. Landini stated the same concept, monitoring our Sanitary Sewer System.

23
24 Ms. Zigras wanted to remind the Board that we can see that these are very expensive projects for
25 the Sewer System, hence our sewer rates are on the high side. That's why we have such high
26 rates because we have such high projects.

27
28 Trustee Thomas inquired of Ms. Zigras once we finish the projects, will the rates go down? Ms.
29 Zigras stated they can, possibly. We have a minimum sewer of nine gallons at the residential rate
30 of \$7.10. And \$32.50 around there, for the sewer user fee which covers the cost of the debt
31 within the Sewer Fund. We've had residents come to the Board Meetings and discuss the sewer
32 rates. This is why our sewer rates are where they are at, to help fund these types of projects.

33
34 Trustee Thomas stated that helps us to be able to respond to that. She noticed the sewer rate is
35 very high. Trustee Thomas stated that on her bill, there is just two people in the house. The
36 sooner we can see some of these projects, we can explain that back. She stated that when a
37 resident complains, she tells them to come to the Board Meeting because she didn't know the
38 answer.

39
40 Mrs. Okorafor inquired whether or not we still have a newsletter. Ms. Zigras stated yes. This was
41 in there in the last newsletter. Mrs. Okorafor stated that just constant highlighting of the projects
42 is important. Mr. Landini stated that he believes it was in the October newsletter. Mrs. Okorafor
43 stated so it is about \$100.00 every other month. Ms. Zigras stated \$100.00 every two months. It
44 is \$600.00 a year for the sewer. Mrs. Okorafor stated that it is sewer and water combined. It is
45 based on usage. Ms. Zigras stated that this is the minimum for sewer. Mrs. Okorafor stated that
46 she compares her mom who lives in Graymoor. Mrs. Okorafor has a property in Flossmoor. Her
47 sewer and water combined bill is quarterly. Olympia Fields is paying a whole lot more. If it is

1 explained the way it was by Jim that this is in an effort to protect in the future, it is palatable. Mr.
2 Landini stated especially the sanitary sewer lining. That is protecting property. Ms. Zigras stated
3 that we can address it again in the newsletter.

4
5 Village President Pro Tem Pennington stated that we may want to consider that any new project
6 that is going to be initiated, just prior to the initiation of that project, we put something out in the
7 newsletter to the residents advising them of what we are faced with. Explain why we are doing it.
8 We don't necessarily have to go into the cost of it, but certainly make them aware of the fact that
9 "we," as a Village, and the Administration, is doing everything in its power to mediate all the
10 issues that we see here.

11
12 Mrs. Okorafor inquired whether or not the newsletter is monthly. Village President Pro Tem
13 Pennington stated that it goes in the water bill bi-monthly. Mr. Landini stated that it is important
14 to know too, when you say, "sewer," almost everybody immediately goes to sanitary. This is the
15 swales and stormwater as well. That's the visual aspect that all of the residents will see that
16 getting picked up. The underground stuff nobody will see. He stated that because we will be
17 doing the up-ground stuff where people can see it, in his opinion, it is an easier sell too because
18 you can actually see the work being done.

19
20 Mr. Lee inquired who checks the quality results of these sewer lining, and the things that we
21 have been paying this large money for. Are you paying consultants to see the quality is right?
22 Mr. Landini stated as far as once it is completed, we send cameras through the system. We do
23 flow monitoring, that is what tells us that the rainwater is not getting into the Sanitary Sewer
24 System. We have the data prior to doing the lining, and what those flows were based off of
25 several different storms that were documented and how much rainfall. And then after the project,
26 similar rainfall, similar storms the large decrease in the volume of the water going through.

27
28 Village President Pro Tem Pennington stated that was the process that they used when they did
29 the Graymoor sewer lining. We haven't had a problem. Mr. Landini stated that prior to any
30 section that he would go into, he would do prior and then after flow monitoring. Mr. Lee
31 inquired of Mr. Landini whether or not he ever got a chance to see how much money we spend
32 on that objective in the last 10 years. Mr. Landini stated that he doesn't know that number
33 offhand prior to him being here. Mr. Lee stated that it has been very, very heavy. He hasn't
34 caught up with it so he shouldn't discuss it at this time.

35
36 Trustee Finley inquired whether or not the cellphone tower that went up is operational. Village
37 President Pro Tem Pennington stated that it is. Trustee Thomas inquired that the Village doesn't
38 get any money from that. Trustee Oliver stated no, the church does.

39
40 **Consideration to Purchase One New Village Vehicle as Proposed for Budget Year 2010 –**
41 Mr. McDonnell stated that this is a vehicle to consider purchasing for the Building Department.
42 We need a new Code Enforcement car. The Code Enforcement car that the Code Enforcement
43 Officer was driving is parked. It cannot be driven. It needs about \$4,000.00 in repairs. It has a
44 leaking intake on it, and a leaking differential gear that is about to crack. It needs brakes, tires.

45
46 Trustee Thomas inquired whether or not the Public Works person used their own car, or a
47 Village car to go back and forth during the day. Mr. Landini stated that she uses her own car,

1 currently. Ms. Zigras stated that we had it in the budget. We have an Administration car this
2 year. In the budget was to lease to purchase a vehicle for Administration for DPW for the
3 Building Department, three new vehicles.

4
5 Mr. McDonnell stated that we were purchasing vehicles on a lease to purchase. We would make
6 an annual payment every year for the purchase of that car for four years, and then on the fifth
7 year we pay a dollar. It is a State Lease Purchase Program. We pay a dollar and then the vehicle
8 is ours. We get those vehicles at a discounted rate from vendors that are part of the State
9 Purchase Program. What happened this year, is that the interest has increased over 6% for those
10 vehicles. In light of trying to save the Village money, and in our budget, we decided to purchase
11 one vehicle that is needed right away which would be for the Code Enforcement. He stated that
12 to do that, we are asking for a consensus from the Village Board because we want to use money
13 that was budgeted in different line items of the budget. There was \$8,750.00 budgeted in the
14 Administration part of the budget. There was \$9,950.00 in the Department of Public Works.
15 There was \$9,750.00 for a new vehicle in the Building Department's Budget. That totals
16 \$35,000.00 which is the purchase price of a new, State Bid vehicle.

17
18 Trustee Thomas stated that she only has one concern. It is still a risk to the Village. Even though
19 we can say it is a short distance, for someone to use their personal vehicle. Is it a requirement
20 that they have to come from Old Village Hall to new Village Hall every day? If so, what for?

21
22 Village Administrator Saenz stated that she doesn't come every day. Mr. Landini stated that he
23 does most of it in the Village vehicle. Village Administrator Saenz stated or the guys, if the guys
24 are here, they will pick up the mail.

25
26 Trustee Thomas inquired if she needed to come, and you were in the office, could she use your
27 vehicle, the Village vehicle. Mr. Landini stated yes.

28
29 Trustee Finley inquired whether or not the vehicle could be a Hybrid. Mr. McDonnell stated yes.
30 There are several vehicles that are available in a Hybrid. Usually, a Hybrid vehicle, what is
31 available today is usually a smaller vehicle. It is not any type of a utility vehicle. Our Code
32 Enforcement Officer is not petite. Mr. McDonnell looked at the new Ford Fusions that are out
33 there. Mr. McDonnell stated that he couldn't get in it. If the Village wants us to purchase a
34 vehicle such as that vehicle, that's fine. It gets about 40 miles to the gallon. It's not a complete
35 Hybrid. Those vehicles aren't even available yet. Ford says that they are making them, but
36 nobody has seen them yet. They are not giving delivery date for a complete battery operated one.

37
38 Mr. King inquired if it is for Code Enforcement, why do they need a utility vehicle if all they are
39 doing is running around and checking things. Mr. Lee stated that was his question too. Mr.
40 McDonnell stated that they aren't just doing that. He picks up signs that are illegally put up. He
41 does pick up trash and debris when it is easy for him to do that. He pulls down signs off of poles
42 and puts them in the back of the car. Mr. McDonnell stated that he thinks that a sedan type
43 vehicle would get torn up from that type of use. It's not a heavy use type of vehicle. It has cloth
44 interior, carpet.

45
46 Mr. King inquired on an annual basis, all of the driving around that is being done in this effort,
47 how often would they need to load up that kind of stuff, where someone else with vehicles

1 maybe, can go back and pick up, instead of buying more cars for the few occasions to lift
2 something. Mr. McDonnell stated that we pick up stuff weekly. Mr. Lee stated that heavy duty,
3 Jim can help him out with it.
4

5 Mr. King stated as far as buying vehicles, maybe he needs to have an answer to this question for
6 this small Village. How many police vehicles do we need? We have a ton of them out there. If
7 they are all here, there are over 12, 15, when you get the SUVs and the Hummers and all that
8 other stuff here. Acting Chief Morgan stated a dozen. We don't use the Hummer. Mr. King
9 stated and, on each shift, we have three. Acting Chief Morgan stated tonight there will be five
10 cars on the road. Those include Detective cars and unmarks. Mr. King stated that it seems like
11 we have more than what we need, when one of them could be moved over for Code
12 Enforcement.
13

14 Trustee Thomas stated that she is going to be the opposer here, because it goes back to what she
15 said before, beauty and safety. She doesn't know why Code Enforcement doesn't drive a
16 miniature SUV, Ford Escape, Sport Utility, so they can do the job. We can't say that you are not
17 doing your job and not equipping them. When it comes to the police, we all know that there are
18 things going on, and we need to make sure that we have police. This is just Janice, Trustee
19 Thomas, separate the two conversations. We do need a vehicle right now. What is he doing to
20 enforce? How does he drive around? He can't do his job because his car is broken. Mr.
21 McDonnell stated that he is using the car that is earmarked for the Metra Station, when you go to
22 collect the nickels. It's a Nissan Versa. Trustee Thomas stated the Village of Olympia Fields, and
23 our Code Enforcement is driving around in a Nissan Versa and it doesn't even say, "Code
24 Enforcement." Village Administrator Saenz stated that it says, "Code Enforcement." It is very
25 small. Mr. McDonnell stated that it is bigger than today's Ford Fusion.
26

27 Mr. Landini stated that a SUV would be beneficial because of the climate here. He stated that if
28 Reggi does have to be out every day, there could be a foot of snow on the road. He will do his
29 best to get it off the road. He stated just driving an all-wheel drive vehicle. He knows the prices
30 of the State Bid. Even an Explorer versus a Focus, they are pretty close in price too. The
31 capability of the Explorer is significantly more. It just might be worth going that route.
32

33 Ms. Zigras inquired of Mr. McDonnell if the \$35,000.00 is for an Explorer. Mr. McDonnell
34 stated it is for a Ford Explorer, which is a utility vehicle. Mr. Lee stated that you can get a Honda
35 SUV for under \$25,000.00. Mr. Landini stated that they are not part of the State program.
36

37 Mr. King stated that you go someplace where there is a vehicle that is functional, even if it is not
38 through the State. It's the price and the functionality.
39

40 Mr. McDonnell stated "functionality," this is key. The functionality of the vehicle, he is not
41 driving his family in it or anything like that. There are some things we don't need in that car. We
42 don't need carpeting. We don't need any kind of fancy seats. We don't need an entertainment
43 system. The utility type vehicles that are on State purchase for those Bid Programs, they don't
44 have those things in there. They don't have carpeting in them. They have a vinyl matting on the
45 inside. The seats are not a cushy, cozy, comfy seat that you are going to take a long trip with seat
46 warmers in them. It's made out of durable fabric that doesn't tear when we are getting in and out
47 with a flashlight in our pocket, or a pocket knife, or a hammer to get a sign off of a pole. Those

1 are utility type vehicles. He stated that off the lot today, he can buy a Ford Fusion for
2 \$28,000.00. How long is that vehicle going to last the Village? How many times is the handle
3 going to break off because we are getting in and out of it 15 to 30 times a day? That's what we
4 are looking at as the Department Heads for a vehicle. Can we buy cheaper vehicles out there?
5 Absolutely. Do you want to buy them every three, four years?
6

7 Mrs. Okorafor stated so you are saying that the State Vehicles which have far more miles on
8 them, the ones that are being bid out, she just came from the State. She knows exactly what cars
9 are being bid out. She drove those for the State. They are disgusting. You are absolutely right;
10 they are as low frills as you can get. Are you saying that they are going to last longer than a
11 vehicle you purchase right off the lot?
12

13 Village Administrator Saenz stated that he is talking about a brand-new State vehicle. Mr.
14 McDonnell stated not a used vehicle. Mrs. Okorafor stated from the State you would get a new,
15 no frills vehicle. Mr. McDonnell stated that they are from the State Purchase Program. Mrs.
16 Okorafor stated from CMS. They have no frills. Mr. Lee stated it would be a new vehicle, not a
17 used vehicle. Trustee Thomas stated for \$35,000.00. Mr. McDonnell stated no carpeting.
18

19 Mr. King stated is that like under a Fleet Program. Mrs. Okorafor stated yes. It is in the Fleet
20 Program offered by CMS. They are made for municipalities heavy usage. You are correct. She
21 stated but you think that going to a dealer, and maybe not a brand-new, but 15,000 miles on it
22 can't last as long. You can get it for \$28,000.00 as opposed to \$35,000.00 with the State. Mr.
23 King inquired isn't Sutton Ford the Fleet Dealer for the County. Trustee Thomas stated yes,
24 because we buy our cars from him. Mr. McDonnell stated not anymore. Sutton Ford is a dealer
25 for the City of Chicago. Mr. McDonnell stated that his car was \$5,000.00 more than Currie
26 Motors was. Trustee Thomas inquired what about Peotone. Mr. McDonnell stated that he has no
27 idea about Peotone.
28

29 Trustee Thomas stated that she is not trying to be difficult. She is just looking at dollars. She has
30 a problem with this \$35,000.00 vehicle from the State just because they say it is more durable, as
31 opposed to just buying a car and spending \$35,000.00 on a plain car from the State. She is for the
32 car. She is 100% for the vehicle. She is just not for the dollar amount. It's not even a Hybrid or
33 anything. Mr. King stated that it is not off the road or anything. Trustee Thomas inquired what is
34 it that makes it \$35,000.00? She thinks that they marked up the price. Mr. McDonnell stated no.
35

36 Mrs. Okorafor inquired why can't we get a Hybrid with the State. The State has many Hybrid
37 vehicles. Is that an option? Mr. McDonnell stated that the Hybrid, utility vehicles are not
38 available yet from Chevrolet, Ford, Chrysler. Mrs. Okorafor stated those are the brands that we
39 want. Mr. McDonnell stated right. The only cars that are available are combination Hybrids.
40 They are combination engine and combination electric. Mrs. Okorafor stated and they are sedans.
41 It's not SUVs. Mr. King inquired whether or not they are all American made. Mr. McDonnell
42 stated that he looked at Ford. Chevy and Dodge have the similar vehicles. They are American
43 made.
44

45 Village President Pro Tem Pennington stated that since we are in our planning stages with
46 respect to the budget, we can discuss this further at the Finance Committee level. The Finance
47 Committee can come together and discuss it with Building Commissioner McDonnell. Then we

1 will bring it to the Board of Trustees. Mrs. Okorafor stated that it is getting late. Village
2 President Pro Tem Pennington stated that's not the issue about it getting late. He thinks that we
3 are spending too much time on this particular topic. This is something that both the Finance
4 Committee and the Board of Trustees will discuss anyway. That's his recommendation.
5
6 Village Administrator Saenz stated just so everybody understands, the vehicle was budgeted in
7 this Fiscal Year. If we are going to be discussing it during the budgeting process, it is going to
8 delay getting the vehicle until next year. She stated as long as everybody understands that.
9
10 Village President Pro Tem Pennington inquired why it is going to delay getting it in 2021.
11 Village Administrator Saenz stated that it was budgeted for 2020. Village President Pro Tem
12 Pennington stated that John wants it now. Mr. McDonnell stated yes. Village President Pro Tem
13 Pennington inquired can we use the former Police Chief's unit. Acting Police Chief Morgan
14 stated that vehicle has interior lights in it, and it has a computer rack and everything in there, and
15 a gun rack he believes. His thought it is a 2016. It probably has about 50,000 miles on it. His
16 thought was that if push came to shove later, this next Fiscal Year if the Police Department did
17 need a squad car, his guess is for \$4,000.00 he could make that a fully marked squad car and put
18 that on the road as a savings as compared to buying a brand new vehicle.
19
20 Trustee Thomas inquired in the last Fiscal Budget; we did approve this expense for 2020 for this
21 vehicle. Ms. Zigras stated that we approved the expense of leasing three vehicles. He is
22 combining those. Village Administrator Saenz stated and no lease, just an outright purchase of
23 one vehicle. Mrs. Okorafor stated that it's not additional money. They are combining what we
24 have already approved. There's an immediate need. Village President Pro Tem Pennington stated
25 that we understand that. Mr. King stated but you had a need for three and now you will accept
26 one. Trustee Thomas stated that the problem we have is we already approved four vehicles. You
27 have to very speedily find another process to lease four vehicles like we laid out here for the
28 same amount. She doesn't know if that is something that you can try to do. We approved the
29 money. We did identify through much internal debate the last time, how we got to this place with
30 the vehicles. So, we either do what we said we were going to do because there was a need, or
31 \$35,000.00 for a nice, luxury car for our Code Enforcement. Mr. McDonnell stated that it is not a
32 luxury car. Mrs. Okorafor stated she doesn't know about going forward with the lease because of
33 the interest rate. Village Administrator Saenz stated that it actually adds an additional year.
34
35 Trustee Thomas stated to forget the State's thing. Search for another option that maybe will give
36 you a better price than what we have budgeted for the four vehicles. We already voted and said
37 in the previous budget that we were going to do four vehicles at this lease to own. She stated that
38 maybe you can research another option that will still give us what we want.
39
40 Ms. Zigras stated that no matter what the interest is, even if it is 2%, it is going to be considered
41 debt. The Village President has made it very clear that all projects are paid for in cash. He
42 doesn't want to add to the debt. That's why the roads, the force main, the sewers, we are all
43 trying to figure out how we are going to pay for them in cash as we go along each year. Any
44 leasing would be considered debt and it would be on our books as such.
45
46 Trustee Finley stated that she is looking at right here a Hybrid SUVs near her for sale. She thinks
47 that our opportunity here is to get there. We will only make one decision on how much does it

1 cost. How much does it keep costing us against some of these issues we discussed earlier? It is
2 something that is very important. It talks about our whole practice as to how we think about what
3 we do and how we do it.
4

5 Mr. McDonnell stated that with the State purchased vehicles, they are all utility type vehicles. A
6 lot of these vehicles have better suspensions on them, better braking systems on them. They
7 don't have fancy wheels on them that can break, or if you hit a curb they bend. If you slide in the
8 snow and hit a curb you bend an aluminum wheel. That will cost however much money to
9 replace. They are just more utility type vehicles that you can purchase that he believes last
10 longer. The vehicle that we purchased for the Building Department five years ago, that car will
11 last another 10 years or more, just because of the way they built them. It doesn't have carpeting
12 in there to wear out, or get smelly or torn, or anything like that.
13

14 Trustee Finley stated that she does understand that. She understands the point of view. She
15 understands the language. She understands the rationale. Trustee Finley stated that she wants you
16 to understand that we are going in another direction. It will not be the smoothest transition, but it
17 is going to make a difference on what happens to our overall resources over time. She stated
18 pushing that to the side because she thinks that we have been clear. Mr. McDonnell stated yes.
19

20 Trustee Finley inquired what happened to the gas guzzling Hummer. Acting Chief Morgan stated
21 that it is still in the garage. Trustee Finley stated and Reggi doesn't have a car right now. Mr.
22 McDonnell stated that he doesn't need a car right now. He is driving the Nissan Versa, or he can
23 drive the car that John drives. Trustee Finley stated that if it breaks down and needs service
24 before this new purchase is done, you might have to haul it out.
25

26 Mr. King stated that was his point with all of those cars back there, there has to be one that he
27 can get out and do what he has to do short term. Trustee Finley stated that she is going to trust
28 that we have brought it all up, and everybody we are looking at this with a different view. Mr.
29 McDonnell stated he has his marching papers.
30

31 Mr. King stated that as a Treasurer he looks at things as we are speaking and what you see and
32 what you hear right in front of you. He also knows that Betty and Cindy think of the other part
33 that you don't hear or see, and that is our cash position, and our cash flow, and our reserves. As
34 the Board, you have the authority to say how much reserves we want to keep and hold on to.
35 That's why you might hear him at times ask about how big a priority it is, and how much of an
36 urgency it is. If it is that big a deal, and it is \$20,000.00, \$30,000.00, you have the authority to
37 say, Well, we don't need that." He doesn't need it personally. Does he have enough reserve to go
38 ahead and pay for it? On a current year basis, that's what we are talking about, the budget is just
39 going to be a deficit unless we cut something or get more money. That's to do all of these things
40 that we are talking about. This is what he is thinking while we are talking. If it is that serious,
41 and the budget this year is that tight, he knows what we have over here. We aren't talking about
42 that. If the Board says, "Oh, we have x over here, and all we want to do is pull \$50,000.00
43 because this is such an urgency," he will tell you as your Treasurer, it isn't a problem. He looks
44 at these things. He hasn't said it, "Oh, don't worry about that because that's no problem,"
45 because you have to make a decision about how much of the reserves that we do have, and how
46 much of that you want to spend on something that is urgent for the year, because the current year
47 cash coming in and going out can't cover it. There are a lot of things we can cover. It is just a

1 matter of how much you want to have left in the bank. He is saying that there is money in the
2 bank. These little nickel and dime, \$25,000.00, \$35,000.00 don't phase him as your Treasurer.

3
4 Ms. Zigras stated that this year we are looking at a large surplus. Mr. King stated that's right. He
5 is talking about beyond that \$400,000.00 surplus, if we didn't have it, he is sitting here saying
6 you just don't see that part. Mr. Lee inquired did you tell her to go ahead. Mr. King stated that he
7 didn't make a decision to spend. He said that they have the authority, once they get a clear
8 picture of how much is there, as to whether or not they want to tap it a little bit in order to say,
9 "Go and do this for that." He is not making a decision on what you should and shouldn't do. He
10 is saying what you could afford if you so choose.

11
12 Village President Pro Tem Pennington stated that it is his recommendation, that we discuss this
13 further at the Finance Committee level, as well as the Board of Trustees. He thinks that there are
14 measures that we can take with our current fleet of cars that would address the Building
15 Department's need, but he thinks that we need to discuss this matter a little bit further. It should
16 come from the Finance Committee then to the Board of Trustees. Mrs. Okorafor inquired do we
17 want to put a date certain on that. Village President Pro Tem Pennington stated no.

18
19 **An Update for the Water Ordinance** – Ms. Zigras stated that before we approach the Board at
20 a Board Meeting with an updated Water Ordinance, she wanted to bring the proposed changes to
21 the Finance Committee and the Board, and see if they have any objections or recommendations.
22 She looked at the current Olympia Fields Water Ordinance and compared it to Flossmoor and
23 Homewood. She is asking for your recommended approval for some of these changes. She can
24 ask the attorneys to put these changes into the Ordinance, and present it to the Board at one of
25 the next Board Meetings.

26
27 **Water Application Fee** - Ms. Zigras stated that the first one is a Water Application Fee. We
28 currently are not taking any application fees. She stated that Flossmoor and Homewood are each
29 taking \$30.00 and \$60.00. She is proposing the \$30.00 application fee.

30
31 **New Account Deposit** - Ms. Zigras stated a deposit for new accounts. We are not taking any
32 deposits. We are finding that it would be good to take a \$250.00 deposit for all new accounts.
33 The reason for this is, we are finding that if we had a deposit, we wouldn't have so many losses
34 in our receivables. We have at this point over \$40,000.00 in our HAR over 120 days, of which
35 \$26,000.00 of that is for accounts that have been final. She stated meaning the accounts are final.
36 They have left. We will most likely have to write this amount off. If we had deposits, we would
37 encumber that. We would be able to keep the deposit and go against the final bill.

38
39 Mr. Lee inquired of Ms. Zigras why did you go to \$250.00 all of a sudden. Why not half of that?
40 Ms. Zigras stated that Flossmoor is charging that. She stated that \$100.00 would be your normal
41 bill without any usage, a sewer bill. She stated that \$250.00 in the billing cycle would be a
42 normal bill for water and sewer for two months. Ms. Zigras stated that we can go to \$200.00.
43 This is just a proposal. We can go to \$100.00.

44
45 Trustee Thomas stated that she is a new homeowner and she is moving to the Village of Olympia
46 Fields. She stated thank God you didn't have it then. Every little thing matters. You are going to
47 jump from zero to \$250.00 for what?

1 Village Administrator Saenz stated so that when you move, we make sure that we cover your
2 final bill. We are finding that people are just moving out and they are not paying their final bill.
3 Trustee Thomas stated that when she moves, she is going to sell her house and take care of her
4 business like she did in Park Forest. Ms. Zigras stated you will get your money back. Trustee
5 Thomas stated that she thinks that you are making it harder. Mrs. Okorafor stated that you are
6 talking about owners. She doesn't see Flossmoor listed here. She doesn't know what the position
7 is of Olympia Fields. Owners to cover the water bill, whether you are leasing, or renting, or not.
8 Ms. Zigras stated ultimately the owner is responsible. Mrs. Okorafor stated that she is an owner
9 and she leases her Flossmoor property. It irritated her greatly that the water bill is in her name
10 when she is not using the water. Flossmoor did turn over to the \$250.00 deposit as well. That's
11 just going to, she believes, discourage people who might want to take over a foreclosed property
12 and own it, so that they could lease it. We have to be very careful on what looks attractive and
13 what doesn't look attractive in this area. She thinks that going from zero to \$250.00 is pretty
14 steep. Maybe \$100.00. She is not sure that she is sold on taking a deposit. She knows as a
15 homeowner who had to do this, it was irritating. She is certain it will be for others who have
16 other costs they need to deal with to purchase this home in Olympia Fields. She hears you on the
17 \$40,000.00 debt. She stated \$26,000.00 of it was people who just walked away and never paid
18 their last bill.

19
20 Village Clerk Drella Savage inquired is that \$250.00 just for tenants, or is it for tenants and
21 homeowners. Mrs. Okorafor stated that it is all applicants. Village Administrator Saenz stated
22 any new water accounts. Village Clerk Drella Savage stated so if someone sells their house, they
23 don't have to get a water certification bill like they do in other places? Ms. Zigras stated that
24 when they sell their house, they get a final read. Village Clerk Drella Savage inquired and they
25 have to pay that before they can complete the sale. Mr. McDonnell stated that there is nothing
26 that says that they have to pay their bill to complete a sale. You can't lien the property when
27 somebody else purchased it. Village Clerk Drella Savage stated that when she did real estate
28 closings, in a lot of municipalities you had to have a water certification, proof that your water bill
29 was paid in full before you could proceed with the closing. Mr. McDonnell stated that there are a
30 lot of closing places that will close with nothing. The title companies are insuring a title. They
31 are not insuring a water bill. They will go to closing. We have houses close all the time that don't
32 have their Point of Sale Inspection done, that don't call for a final read. They just sell the
33 property. Ms. Zigras stated that anything that is final is over 120 days due. It's actually larger.
34 That's the 120-day bucket. The total balance of finals is \$32,000.00. She stated that \$2,000.00 is
35 zero to 30 days. She stated that \$30,000.00 is over 30 days. Trustee Thomas stated that all of that
36 is for people that have homes up for sale that have sold homes. Ms. Zigras stated yes. Trustee
37 Thomas inquired how many homes. Ms. Zigras stated that she doesn't know how many homes.
38 She knows the dollar amount. Mrs. Okorafor stated that we want to make it attractive. Trustee
39 Thomas stated that she thinks that we need to figure out a way to deal with the law so that it is
40 the person that is selling, instead of the person that is coming to the Village. You don't stop with
41 your expenses. They keep growing if she looks at your list.

42
43 Mr. Lee stated that since it doesn't represent such great revenue anyway, and if you want to have
44 a good taste and be competitive with Homewood, why not match the \$100.00 and let's vote on it
45 now. Ms. Zigras stated that this is up to the Board. She just wanted to show what is out there
46 with the other municipalities. She wanted to show the issue that we are having with our final

1 bills, and what is owed as far as water, and just make a proposal which is ultimately, your
2 decision.

3

4 Village President Pro Tem Pennington stated that he could support \$100.00 as a New Account
5 Deposit. We always have the option of opting out of that if we wanted to, could we not? If we
6 implement it, and then ultimately find out that it is not working, we can change the Ordinance to
7 opt out. He would support a \$100.00 New Account Deposit.

8

9 Mrs. Okorafor stated that it may seem like nickels and dimes to us, but if we are trying to attract
10 quality, new homeowners in Olympia Fields, she doesn't know. Trustee Thomas inquired what
11 do they do in Matteson, Richton Park, and Park Forest. Mr. Lee stated that he doesn't think it
12 would affect it. Mrs. Okorafor stated that she has been out here renting. She knows who she
13 thinks it would affect. Village President Pro Tem Pennington inquired of Mrs. Okorafor why she
14 thinks it would affect. Mrs. Okorafor stated that it is perceived as one more thing I need to take
15 care of in the south suburbs. It does matter.

16

17 Mr. King stated let's go back to what everybody sits around here talking about. This is Olympia
18 Fields. We have to drive big cars, not little cars. It's not Chicago Heights. He doesn't mean to be
19 negative about it. If you are out here, you want what's out here. He stated \$100.00 because we
20 don't want to get stiffed on the back end. Trustee Thomas stated we are Olympia Fields and we
21 are elite. We don't need you to pay it. Just get your water turned on and pay your bill. Mr. King
22 stated that if that is the person that is typically coming out here, that \$100.00 is probably not
23 going to be a big issue. Mrs. Okorafor stated that she hopes it has changed, but at least five years
24 ago, a good number of homes in the Village were being leased. They are owned by people who
25 don't live here. They lease them out. Would we rather a home be vacant? Mr. King stated no. We
26 would rather it be leased to somebody that can afford to be there. He stated that if they struggle
27 on a little thing like that on the front end, it's all relative.

28

29 Trustee Thomas stated that sometimes it isn't about the struggle. It's the principle. We are not so
30 needy that we are these towns like Harvey, Dixmoor, Posen, Robbins, and Chicago Heights, that
31 we have to resort to this just for what? She thinks that we have to deal with the problem. The
32 problem is, we have not identified a solution for those people that decide to sell a home and just
33 walk away and leave a water bill. Mr. King stated that's a good point. If they go 30 days and
34 haven't paid, or 60 days and haven't paid, you should give them a notice and shut off the water
35 so they don't run up the bill even though they may be leaving. Ms. Zigras stated that we do cut
36 off. Mr. Foster stated that at that point, the property has transferred hands. Trustee Thomas stated
37 that somebody has to reconcile and make that bill right. Mrs. Okorafor inquired has it transferred
38 hands though, or are these people leaving to a foreclosed property. Ms. Zigras stated that
39 foreclosures are different. Mr. McDonnell stated that it happens to both. There is no one
40 scenario.

41

42 Village President Pro Tem Pennington inquired of Mr. Landini what his opinion is on this. Mr.
43 Landini stated that he leans towards whatever the financial people decide on this one. He is just
44 on the shutoff end of everything. He stated whatever you guys want to do. He doesn't see where
45 the money goes on anything like this. He knows that from his own home personally, he had a
46 \$200.00 deposit when he bought the house. He personally, did not think anything of it. That's

1 where he wanted to live. He stated that \$200.00 on what his house cost to live there didn't seem
2 like much to him. That's just him.
3

4 Trustee Oliver inquired that if you pay that \$200.00, or \$100.00, now you have been in the house
5 five years, 10 years, do you still get that \$100.00 deposit on your water bill. Village
6 Administrator Saenz stated that it stays on the account until you close the account. Village
7 President Pro Tem Pennington stated that you get it back when you sell it.
8

9 Village President Pro Tem Pennington inquired whether or not there was a consensus to put a fee
10 of \$100.00 for New Account Deposits in the updates to the Water Ordinance. There was a
11 consensus by the members of the Finance Committee that were present, along with the Board of
12 Trustees that were present, to make the recommendation to setup a fee of \$100.00 for New
13 Account Deposits in the updates to the Water Ordinance.
14

15 Trustee Thomas inquired can she request the data that supports those houses that have sold in the
16 Village of Olympia Fields that have left a \$30,000.00 water bill. Is that for this year? Is it a 10-
17 year period? What is that? You bring me this, but you don't give me the data. Do you have the
18 break out? Ms. Zigras stated yes. It is 120 days. They have asked for a final bill so they are gone.
19 It changed hands, or they have left. Mrs. Okorafor stated that you are assuming soft sale, they
20 can also walk away. It hasn't changed hands. It is sitting vacant. The \$250.00 goes to who? The
21 lender? Ms. Zigras stated to help pay for their final water bill. If there is money left over, we
22 would give that back to them. If they walked away and they owed \$200.00, she would give it
23 back to them. If they paid their bill, she would give them \$250.00 back.
24

25 Mrs. Okorafor stated that you articulated exactly how she feels. This isn't that kind of Village
26 where we need to be nickeling and diming people in our water bills, in our sewer bills, and this
27 and that. We keep talking about this tremendous surplus we have because the residents have paid
28 into that surplus, because they have done what they needed to do. This feels like another Village
29 to her that doesn't make her feel good. You articulated how she feels about this. We voted to
30 recommend.
31

32 Village President Pro Tem Pennington stated once again, ladies and gentlemen, this will be
33 discussed again at both the Finance Committee and the Board of Trustees level. Mrs. Okorafor
34 stated oh, good.
35

36 **Penalty Fee** – Ms. Zigras stated that everybody charges a 10% penalty if you are late.
37

38 **Waive Penalty** – Ms. Zigras stated that she is proposing that we waive one penalty late charge
39 every 12 to 18 months. Village President Pro Tem Pennington inquired of Ms. Zigras why she
40 would want to do that. Ms. Zigras stated because they are constantly calling us to waive them
41 every time they are late. If it is in the Ordinance, she can say, "Per Ordinance, we cannot waive
42 more than one." Mrs. Okorafor inquired and they are calling because they believe that their bill is
43 high? Ms. Zigras stated no, because they forgot to pay it and they want us to waive the late
44 charge. Trustee Thomas stated that if you pay your bill with Chase and by the time they have
45 mailed it to the Village it's late. Ms. Zigras stated that she is in the process of working with the
46 bank to do an ACH bill pay so it doesn't have to come through the mail. Trustee Thomas stated
47 but if you still want to pay it through Chase. Ms. Zigras stated that Chase will send her an ACH,

1 as opposed to sending her a check. Village Administrator Saenz stated so no more mail. Trustee
2 Thomas stated that they take it out of my account immediately, but then she gets the bill and she
3 says that she isn't paying it because she has her receipt that she paid it. Village President Pro
4 Tem Pennington stated that's proof. Ms. Zigras stated that currently, the way that it works with
5 this bill pay, Chase, we are not setup with an ACH so the bank that you are banking with will
6 send us a check. That goes through their processing center. That could take five days. She stated
7 that over the holiday season it was taking more than that. She stated that prompted her to try to
8 setup an ACH Bill Pay. She is working with First Midwest Bank. They are the cheapest fees. She
9 is working with them. It will take six to eight weeks to implement it.

10
11 Trustee Finley stated that you think that you are doing electronic payment, but what you are
12 really doing is Pony Express. Ms. Zigras stated that this is just an attempt to keep water rates
13 low. When these funds are owed to the Village, these are revenues that are missing. We pay for
14 this water, but we are not collecting it. What happens is, everybody else has to pay for this.
15 Trustee Thomas stated that she hears her, but the water fees are not low. You just said they are
16 high. She stated that Stan can help her with this later. Even though you are getting this \$250.00
17 upfront, somebody that has been here 30 years, she still doesn't see how this continues to help
18 this. Mr. Foster stated that it doesn't apply to us. It's new people. Ms. Zigras stated that our
19 water rates went down. We were at \$13.50. Now, we are at \$11.70 per thousand gallons, which
20 is comparable to every other municipality around here, even Flossmoor's per gallon rate. We
21 might even be lower. Our sewer rates are high, but not our water rates. Mrs. Okorafor inquired
22 whether or not the attorneys are collecting that money from most people. Ms. Zigras stated that
23 she has even gone to the point where a new owner comes in and gets an application. She called
24 the closing company and inquired why they didn't collect on this. She gets the run around. They
25 tell her that they thought the attorneys take care of this. She is not a collector. She can't run calls
26 on all of these. Ms. Zigras stated that her recommendation is that we waive the penalty and we
27 put that in the Ordinance.

28
29 Mr. King stated that if you go to an ACH, you are saying it is only First Midwest that would be
30 able to do that. Ms. Zigras stated that she talked to our current bank, U.S. Bank for an ACH and
31 they are charging \$400.00 or \$500.00 a month. Mr. King stated even though we have money
32 there. Ms. Zigras stated yes, she called. We will discuss it. Mr. King stated that is where he is
33 coming from. He is saying if we put all of this money in there, you have to give me something on
34 the other end, credit for all the balances that we hold. That's why we put all the money where we
35 put it now. Ms. Zigras stated that we do have a Credit Analysis. You have seen that. They gave
36 us a nice refund back, U.S. Bank.

37
38 Village President Pro Tem Pennington stated that again, this is a topic that we can discuss, both
39 at the Finance Committee and the Board of Trustee level as we proceed.

40
41 **NSF Payments** – Ms. Zigras stated that her proposal was \$250.00, or six recent bills, whichever
42 is greater. Mrs. Okorafor stated so “Deposit required after second NSF Payment.” So, the check
43 is bounced twice, \$250.00. Ms. Zigras stated yes. Village President Pro Tem Pennington stated
44 that is a sound number for folks who are not doing what they are suppose to be doing and let
45 their checks bounce. Trustee Thomas stated that if you bounce a check, the first time you keep
46 the water on. Ms. Zigras stated that we don't shut it off for bounced checks. Trustee Thomas
47 stated that she doesn't know what NSF cost because she doesn't do that. Ms. Zigras stated

1 \$30.00. Trustee Thomas stated if you bounce it again, you are saying it will be \$250.00. Village
2 President Pro Tem Pennington stated that is a sound, fair, and equitable number.

3
4 **Shut-off Fee** – Ms. Zigras stated that everybody is doing \$30.00. We will do the same.
5 Flossmoor charges \$100.00.

6
7 **Reconnection Fee** – Ms. Zigras stated that we don't charge a Reconnection Fee. Mr. King
8 inquired do they pay for the NSF Fee. Ms. Zigras stated yes, they do pay a \$30.00 charge. Mr.
9 King stated we already have that. Ms. Zigras stated that this \$250.00 is on top of it. The \$250.00
10 would be a deposit which they would get back. Mrs. Okorafor inquired do you think that they
11 can afford it. Trustee Thomas stated that we have to remember that even though this is Olympia
12 Fields, there are people that are struggling just to stay here. We are glad that they are here. She
13 has neighbors who have struggled. She is glad to have the neighbors because she knows those
14 people. If they get the water cutoff, and they figure out how to get it back on, and gets you your
15 balance, we have hard pressed people and we need you to pay an extra \$100.00.

16
17 Mr. Landini stated that on the flip side, it cost about \$90.00 to go turn that water back on. Ms.
18 Zigras stated that it is overtime. It is two hours mandatory overtime. Mrs. Okorafor inquired
19 whether or not they are unionized. Ms. Zigras stated that they will be. Mrs. Okorafor inquired
20 whether that is on our agenda. Was that decided last year? She doesn't recall hearing that Public
21 Works staff are going to be unionized. Trustee Thomas stated yes, every employee except these
22 sitting around the table. Village Administrator Saenz stated that will be the third union.

23
24 Mrs. Okorafor stated that you are saying mandatory overtime, two hours of overtime. Ms. Zigras
25 stated anything after hours. Village President Pro Tem Pennington stated that's a minimum
26 overtime, two hours. It could be more. Let's not confuse police and fire with what we are talking
27 about here. Mrs. Okorafor stated no, this is Public Works. So, it is either pay it through the
28 \$50.00 or \$100.00 after hours, or eat the cost. That's what you are saying. Village Administrator
29 Saenz stated the Village eats the cost. Ms. Zigras inquired so a Reconnection Fee. Village
30 President Pro Tem Pennington stated yes.

31
32 **Non-Refundable Fee for Temporary Water Reinstatement at Request of Licensed Real
33 Estate Agent, Leasing Agent etc. once Water is Shut Off for Non-Payment** – Village
34 President Pro Tem Pennington inquired what does that mean. Ms. Zigras stated when the water is
35 off because it is being rehabbed or sold, and then we have to send somebody out to temporarily
36 turn on the water and then turn it back off for a bank or real estate company. Mr. Landini stated
37 that it wouldn't be a resident doing this. Ms. Zigras stated that it says specifically for licensed
38 real estate agent. Mr. Landini stated that is what we have gone out for, the bank or a real estate
39 company will call us and want us to turn on the water for this amount of time for either
40 inspection, showings, whatever. They are using the water. Village President Pro Tem Pennington
41 stated but not paying for it.

42
43 Mrs. Okorafor inquired what if you are a resident serving on behalf of yourself as your own real
44 estate agent. Mr. Landini stated that you would have the bill still in your name, so it wouldn't
45 come under this. Mrs. Okorafor stated what if you are just a person that is doing it for your
46 mother or your father. Mr. Landini stated as long as you are not a real estate company or a bank.
47 Mrs. Okorafor stated that she is not okay with it, because we want to encourage licensed real

1 estate agents and leasing agents to try to get the vacant homes. We want them to show, and sell
2 the properties. Village President Pro Tem Pennington stated that's true. If the water is off and
3 they want it on, and we are eating those costs, that cost should be passed onto the real estate
4 agent, the real estate investor, the rehabber, to do his or her thing in order to sell that property.
5 Mrs. Okorafor stated that it's not in Flossmoor. It is in Homewood. Village President Pro Tem
6 Pennington stated that he thinks this is fair. It's not mentioned. We don't know if Flossmoor is
7 doing it or not. He thinks that this is a fair fee for those individuals who are coming in.

8

9 Trustee Thomas stated that you said something earlier about we can always amend this. She
10 knows people who are petty about their dollars. They are petty about the towns that if they
11 decide they want to show homes. If we decide to do this, and we see this is having an impact.
12 She would rather see a house sold than a house vacant. She would rather see them saying that
13 Olympia Fields is a great place to live. You can move here. People get excited about these little
14 things. She would hope that we would be able to go back and revisit these things if we start to
15 see a trend in the other direction. That's all she is saying. She is not saying yea or nay. She stated
16 do what you want to do. We want to be mindful of what we are doing.

17

18 Village President Pro Tem Pennington stated that this is for further discussion. We can continue
19 to discuss the item in question. He thinks it is a fair figure.

20

21 **Bankruptcy Deposit** – Ms. Zigras stated that this is in our current Ordinance. It is \$100.00 or six
22 recent bills, whichever is greater. Mrs. Okorafor stated that it's not going to be \$100.00. Trustee
23 Thomas inquired what is a Bankruptcy Deposit. Ms. Zigras stated that if somebody files
24 Bankruptcy, we final the account. We cannot collect on their balance. They open up a new
25 account, and the new water that they are using after Bankruptcy, they are billed for. Once they
26 file Bankruptcy, we cannot collect anything. Trustee Thomas stated so you file Bankruptcy on
27 your bills. Ms. Zigras stated yes. There are water bills. We have some tenants that file
28 Bankruptcy every six months. Village Administrator Saenz stated that's why we started the
29 deposit. Trustee Thomas inquired how you file Bankruptcy every six months. Village Clerk
30 Drella Savage stated that you can't file Bankruptcy for three to seven years. Ms. Zigras stated
31 that they are Chapter 13, but still we cannot collect. Village Clerk Drella Savage stated that they
32 are adding new bills they get into the new Bankruptcy. Ms. Zigras stated that they owe x amount,
33 they file Bankruptcy. They open up a new account. File Bankruptcy again. Now, they opened up
34 a new account. Mrs. Okorafor stated that being a landlord she has seen it all. Ms. Zigras stated
35 that we are not currently taking a deposit on Bankruptcy. Mrs. Okorafor stated it says, "Or
36 average six recent bills." Mr. Lee stated that six bills would be a lot higher. Ms. Zigras stated that
37 we do an average, not the whole six bills. She is proposing no change to that. Village President
38 Pro Tem Pennington stated that's fair.

39

40 **High Usage Payment Plans** – Ms. Zigras stated that if there is high usage because of a leak, we
41 will offer you a Payment Plan. If you have high usage because you are taking long showers, we
42 currently are not offering Payment Plans. Mrs. Okorafor stated to give us an example of high
43 usage.

44

45 Mr. Landini stated that we check those out in the Public Works Department. If somebody gets a
46 bill that is extraordinarily high, or when Roxie does the register and she sees that something is
47 high, we will call them or they will call us. It seems like there's a problem. We go and inspect

1 the house. If there are running toilets, leaking pipes, something like that, that is using an
2 exceptional amount of water that would be considered high usage.
3
4 Mrs. Okorafor stated that she had a \$1,500.00 water bill. The Village of Flossmoor didn't call
5 her and try to check it out. She had to alert them. Their Public Works came and they confirmed it
6 was a leak, after the fact. There was no Payment Plan. She had to pay \$1,500.00. She likes that
7 you work with the residents too.
8
9 Ms. Zigras stated that it is not before the fact here. It is after the fact. There is no way for us to
10 know. We do offer Payment Plans. Flossmoor charges \$35.00 Admin Fee. We charge nothing.
11
12 Trustee Finley stated that she would like to know about the Admin Fee. This is a work day. This
13 is what you do in the work day, check things, fix things, do whatever. Ms. Zigras stated this is a
14 typo. We are going to continue with zero. Trustee Thomas stated so it is zero for High Usage
15 Payment Plan.
16
17 Village Administrator Saenz stated that Betty was proposing the fee. She has taken it off. It is her
18 staff and she knows best. It was more for the follow-up. She stated that when there is a Payment
19 Plan, our staff, because the current Accounting System does not have the capability of following
20 through, so it is up to the clerk every other month before that bill is issued to add that Payment
21 Plan amount. They make the arrangement with the resident. They make sure that they get
22 signatures, and then make sure that they are adding that to the bill and keeping track. Ms. Zigras
23 stated that it is a manual process. Village Administrator Saenz stated that Betty has taken that off
24 the table.
25
26 Village President Pro Tem Pennington inquired whether or not she gets any objections to any of
27 that when you call a resident about this Payment Plan. Do you get any blow back from them?
28 Ms. Zigras stated that she recently had one that didn't want to pay at all, even though it was a
29 leak, and threatened to turn to CBS or ABC. It was a leak and she paid it because we turned her
30 water off.
31
32 Village Administrator Saenz stated that we have a resident now, the gentleman's bill was
33 \$18,000.00 and he is on a Payment Plan. Mr. Landini stated that he had a pipe burst in his house
34 while he was gone. Ms. Zigras stated the sprinkler. Mr. Landini stated that it was a full flow of
35 water. He doesn't know for how long. Ms. Zigras stated that because it was a Sprinkler System,
36 we forgave the \$7,000.00 for the sewer charges. He is paying \$11,000.00. She checked his
37 account today when she looked at the receivable. He only owes \$8,000.00 now. He is paying
38 \$1,400.00 a month and he is very good about it. He will be paying it for three years. Trustee
39 Thomas stated on top of his water bill.
40
41 Village President Pro Tem Pennington stated that the High Usage Payment Plan will remain at
42 zero. Ms. Zigras stated correct.
43
44 **Delinquent Accounts** – Ms. Zigras stated currently over 60 days the water is shut off and the
45 property is liened. She would like to setup that if the property owner has changed, we send it to
46 collection. Once a new owner is in, we can't lien it. Ms. Zigras wants to propose that we send it
47 to a collection agency, and possibly, if she can, a credit agency.

1 Village President Pro Tem Pennington stated that you have to collect these fees, ladies and
2 gentlemen. Village Administrator Saenz stated they should pay their bill. You have to pay your
3 bill.

4
5 Mr. King stated that there are 80% seniors in his development. They may leave, die, or
6 otherwise. We have \$18,000.00, \$20,000.00 of unpaid Association Fees. We went after them and
7 collected it all from the families. Village President Pro Tem Pennington stated that we had a
8 similar situation in Graymoor and we collected.

9
10 Mrs. Okorafor stated that she is torn. She agrees with you, we are losing money. Mr. King stated
11 that it isn't personal guys. Village President Pro Tem Pennington stated that's right. This is
12 business. He stated that these are the recommendations. We will discuss them, both at the
13 Finance Committee level, as well as the Board of Trustees level. Mrs. Okorafor stated at that
14 meeting, are you going to encourage the residents to be present. She might have to get folks here
15 so you can hear what the standard residents feel about this. They should be coming anyway, but
16 this will get them there. Village President Pro Tem Pennington stated that in his capacity as
17 interim Village President Pro Tem, he cannot make that comment. Mrs. Okorafor inquired where
18 the Village President was. Village Administrator Saenz stated that he is in Arizona.

19

20 **PUBLIC COMMENT:**

21

22 Village President Pro Tem Pennington opened the meeting up for Public Comment at 9:28 P.M.
23 There were no members of the public present in the audience. Village President Pro Tem
24 Pennington closed Public Comment at 9:29 P.M.

25

26 **ADJOURNMENT:**

27

28 **Motion by Village President Pro Tem Pennington, Second by Trustee Thomas to Adjourn
29 the Workshop at 9:30 P.M.**

30

Voice Vote: All Ayes Motion Carried.

31

32