

**REPORT OF PROCEEDINGS
OF THE
REGULAR BOARD MEETING OF THE BOARD OF TRUSTEES
OF THE VILLAGE OF NORTHFIELD
TUESDAY, February 15, 2022 - 7:00 p.m.**

As provided by public notice, the Board of Trustees of the Village of Northfield met in the Council Chambers of the Village Hall at 7:00 p.m. on Tuesday, February 15, 2022, for the Regular Board meeting. The meeting was called to order by President Greg Lungmus. The Village Clerk took the roll call.

PRESENT: President Greg Lungmus

 Trustees Todd Fowler
 Barnaby Dinges
 Tom Whittaker
 Matt Galin
 Tracey Mendrek
 Charles Orth

ABSENT:

ALSO PRESENT: Attorney Buzz Hill

President Lungmus acknowledged the passing of Pat Glenn who assisted the Village with their engineering work for the past 25 years. He noted that Pat Glenn was a great man of numerous skills and will be greatly missed.

President Lungmus welcomed everyone and asked Police Chief Lustig to introduce the new Police Corporal, Timothy Coffee, as well as the new Police Officer, Javed M. Biradar.

CONSENT AGENDA ITEMS

Village President asked the Clerk to read the Consent Agenda items into the record. Those were reported as follows:

1. Approve the Report of Proceedings from the January 18, 2022 Village Board meeting
2. Bills and Disbursements from January 1, 2022 to January 31, 2022, in the amount of \$516,750.12
3. Approval of a resolution honoring Ron Johnson for his 28 years of service to the Village of Northfield

Trustee Orth made a motion, seconded by Trustee Galin to approve Consent Agenda items 1 through 3.

Upon the following roll call vote, a motion to approve Consent Agenda items 1 through 3 was approved.

AYES: Fowler NAYS: 0 ABSTAIN: 0 ABSENT:
Dinges
Whittaker
Galin
Mendrek
Orth

CONSIDERATION OF A CONTRACT TO CORE AND MAIN IN THE AMOUNT OF \$900,398 FOR THE PURCHASE AND INSTALLATION OF NEW SENSUS FLEXNET WATER METERS AND GATEWAY BASE STATION, PLUS 15% GENERAL AND \$51,250 TOWER CONTINGENCIES

Trustee Fowler made a motion, seconded by Trustee Galin, to consider a contract to Core and Main in the amount of \$900,398 for the purchase and installation of new Sensus FlexNet water meters and a gateway base station, plus 15% general and \$51,250 tower contingencies.

Village Manager Sigman stated that at the October 19, 2021 Committee of the Whole meeting, the Board reviewed and endorsed a proposed water meter replacement program. The plan is to replace all of our older model water meters and to install a new fixed base station antenna to allow the meters to be read remotely. If approved the project will:

- Eliminate the need for monthly water meter reads by the Public Works staff, saving about 80-120 staff hours a month.
- Reduce the Finance Department staffing needs associated with monthly billing.
- Improve customer satisfaction and reduce complaints by providing actual water meter readings every month. Customers will also have direct access to their accounts to better monitor and control water usage.
- Create an annual savings of about \$141,619 by reducing unaccounted for water loss and more accurately accounting for water consumption.
- Provide for real-time meter reading and a reduction in errors associated with manual water meter reads and billing.

The proposed contract is with Core and Main, who is the sole source provider of Sensus systems. A Sensus system is recommended because about 1/3 of our current meters have already been upgraded to Sensus Flex meters and, thus, would not need to be replaced. In addition, Sensus is one of the leading brands and almost all of the communities in our region are successfully utilizing their meters and base station technology. If approved, \$1,150,000 will be planned for in the FY2022/23 CIP budget as follows:

Core & Main Contract	\$ 900,000
15% contingency	\$ 135,000
IT/Software/Alternative new Tower	\$ 115,000
Total	\$1,150,000

\$729,698 will be paid for from the Village’s American Rescue Plan (ARP) funds and the balance of \$420,302 from the Water and Sewer fund.

The proposed \$900,398 contract assumes that the new gateway base station antenna can be installed on the Village of Glencoe’s water tower. That is the preferred location based on the propagation study, visual impact, and timing. Glencoe is receptive to the concept, but more time is needed to work out the details and approve an intergovernmental agreement. If for some reason, the Village is unable to secure an agreement, Core and Main provided us with an alternate bid of \$51,250 to install a new 60’ tower at the Village’s water reservoir site on Willow Road. Staff did not anticipate that being necessary but wanted to have a viable alternative if needed.

Staff is recommending that the bid for this work be awarded to Core and Main in the amount of \$900,398. In addition, staff recommended that a 15% contingency (\$135,000) be approved for this work as well. This contingency would be used only for formal change orders or quantity changes based on the defined unit pricing set forth in the contract. The contingency will not and may not be used for additional expenses of the contractor in carrying out the contract specifications. Use of change orders and their payment from the 15% contingency will be subject to the Village Manager’s written approval. Finally, staff recommended the Board pre-authorize the \$51,250 tower contingency amount. The Village would only utilize the new tower if a reasonable agreement could not be reached with the Village of Glencoe for the use of their water tower.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked for public comment. There was none.

President Lungmus requested a roll call vote to approve a contract to Core and Main in the amount of \$900,398 for the purchase and installation of new Sensus FlexNet water meters and gateway base station, plus 15% general and \$51,250 tower contingencies.

AYES: Fowler NAYS: 0 ABSTAIN: 0 ABSENT:
 Dinges
 Whittaker
 Galín
 Mendrek
 Orth

CONSIDERATION OF A RESOLUTION ENDORSING THE COMMUNITY SOLAR CLEARINGHOUSE PROGRAM FOR THE VILLAGE OF NORTHFIELD

Trustee Whittaker made a motion, seconded by Trustee Orth, to consider a resolution endorsing the Community Solar Clearinghouse Program for the Village of Northfield.

Director of Administrative Services Jewett stated that at the January Committee of the Whole meeting, the Board discussed participating in the Metropolitan Mayors Caucus' Community Solar Clearinghouse Solution (CS2) Program. Following a presentation by Caucus representative Mark Pruitt, the Board directed staff to move forward with enrolling the Village as a CS2 Program participant. The next step in becoming an official participant is adopting a resolution endorsing the CS2 Program for the Village of Northfield.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked for public comment. There was none.

President Lungmus requested a roll call vote to approve a resolution endorsing the Community Solar Clearinghouse Program for the Village of Northfield.

AYES: Fowler NAYS: 0 ABSTAIN: 0 ABSENT:
Dinges
Whittaker
Galín
Mendrek
Orth

CONSIDERATION OF A CONTRACT TO AYRES ASSOCIATES, FOR THE AERIAL LIDAR TOPOGRAPHY, IN AN AMOUNT NOT TO EXCEED \$42,670

Trustee Orth made a motion, seconded by Trustee Whittaker, to approve a contract to Ayres Associates, for aerial Lidar topography, in an amount not to exceed \$42,670.

Community Development Director noted there was a proposal from Ayres Associates, Inc. to provide aerial Lidar data and building footprints at a cost not to exceed \$42,670. They would acquire this data from a flyover plane equipped with Lidar radar equipment. The Lidar data is used to provide topographic information to the half-foot contour as well as the location or footprint of buildings throughout the Village. All of this information is invaluable for the Village's administration of stormwater, building, setback, and lot coverage regulations. The Village conducts flyovers every 5 years to keep their data relevant.

The best time to perform these flyovers is in the spring after the snow has melted and before the trees leaf out. Several nearby villages have hired Ayres to do their flyovers in April. By joining them, the Village would be able to get a discounted fee. The last time this data was gathered was in 2017 so a 2022 spring flight would keep us up to date with a 5-year plan.

This work was not budgeted in FY2021/22, but other capital projects did not move forward or came in under budget, so funding is available. If the Village waits and budgets the work for the next fiscal year, a solo flight might take place at a less ideal time of the year and a higher cost and if they wait until the spring of 2023, there would be a 6-year gap in material. It is unknown at this time if any other communities are planning a flight in 2023.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked for public comment. There was none.

President Lungmus requested a roll call vote to approve a contract to Ayres Associates, for aerial Lidar topography, in an amount not to exceed \$42,670.

AYES: Fowler NAYS: 0 ABSTAIN: 0 ABSENT:
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PUBLIC COMMENT

There were no public comments.

DEPARTMENT UPDATES

Administration

VM Sigman stated that she wanted to formally welcome Kathleen Morley as the Village’s new Finance Director. She is an employee of Lauterbach & Amen and will be working with Steve Noble over the next couple months to acclimate. Sigman noted that she had been working on kicking off the Happ Road Phase II engineering and filing paperwork with IDOT to keep the project moving forward. She also had been working extensively on the budget.

Community Development Department & Building Department

Director Gutierrez reported that on February 7, the Architectural Commission met to review a change in the façade at 310 Happ Road. Zengler Cleaners is relocating to the old Subway tenant space and installing a sliding glass door on the side to accommodate curbside pickup. The Architectural Commission approved this but asked the building owner who was a co-applicant to spruce up the foundation plantings around the space and he was receptive to the request. In April, they will be returning to the Architectural Commission with an improved landscape plan along with their signage package. On February 28, the Plan and Zoning Commission will be meeting for the consideration and discussion of a request for approval of a Special Use to allow for the operation of an adult-use cannabis dispensing organization from Justice Cannabis Company located at 161 Waukegan Road. They hope to finalize the application this week. Justice Cannabis Company has 10 dispensaries located in 3 states including Missouri, Utah and Pennsylvania. With a 5% retail home-rule tax rate and the

Whittaker
Galín
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The meeting was adjourned at 7:44 PM.