MEETING MINUTES
Administration & Public Works
Monday, February 13, 2012
5:45P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Evanston
Council Chambers


Members Absent:    Ald. Rainey

Staff Present:  Kathy Agonis, Godwin Chen, Dolores Cortez, Bob Dorneker, Doug Gaynor, Paul Gottschalk, Steve Griffin, Lonnie Jeschke, Joseph McRae, Sat Nagar, David Stoneback, James Maiworm, Lou Gergits, Marty Lyons, Suzette Robinson, Chief Greg Klaiber

Others Present:          

Presiding Member:  Colleen Burrus

I.  DECLARATION OF A QUORUM: ALDERMAN BURRUS, CHAIR
With a quorum present, Chair Burrus called the meeting to order at 5:58pm

II.  APPROVAL OF MINUTES OF REGULAR MEETING OF January 23, 2012
A voice vote was taken and the minutes were unanimously approved.

III.  ITEMS FOR CONSIDERATION

(A1)  City of Evanston Payroll through 01/15/12 $3,009,145.87
City of Evanston Payroll through 01/29/12 $2,572,422.23
A voice vote was taken and the City of Evanston payroll through 01/29/12 was unanimously approved.

(A2)  City of Evanston Bills FY2011 through 2/14/12 $1,639,598.99
City of Evanston Bills FY2012 through 2/14/12 $2,617,614.33
Credit Card Activity through December 31, 2011 $ 92,272.27
A voice vote was taken and the City of Evanston bills through 2/14/12 was unanimously approved.
(A3.1) Approval of Single Source Purchase of Library Automation Services from Cooperative Computer Services

Staff recommends approval of the single source purchase of library automation services from Cooperative Computer Services (3355J N. Arlington Heights Rd., Arlington Heights, IL) in the amount of $83,400. The 0.9% increase over last year is the same for all 23 libraries in the consortium. Funding will be provided by the Library Fund’s Technical Services Internet Solution Provider account (4835.62341).

A voice vote was taken and A3.1 was unanimously approved.

(A3.2) Approval of Renewal of the Main Library Building Automation System Maintenance Agreement with Siemens Building Technologies

Staff recommends a one-year extension of the service and maintenance agreement with Siemens Building Technologies (585 Slawin Court, Mount Prospect, IL) for the building automation system (BAS) at the Main Library at a cost of $27,220. This is the second year of a three year agreement approved by the City Council on October 25, 2010, which covers the period January 1, 2012 through December 31, 2012 and includes a 3% increase over 2011. Funding is provided by the Library Fund Building Maintenance account 4840.62225.

A voice vote was taken and A3.2 was unanimously approved.

(A3.3) Approval of Contract Extension to Havey Communications for Emergency Lighting & Aftermarket Equipment (RFP 10-76)

Staff recommends City Council approval of a one year contract extension for Installation, Removal, and Repair of Law Enforcement and Emergency Fire Response Vehicles and Equipment (RFP 10-76) to Havey Communications (P.O. Box 448, Lake Forest, IL) in the amount of $55,000. Funding will be provided by account 7710.65060, which has a budget of $950,000. These expenditures represent 5.7% of this budget.

A voice vote was taken and A3.3 was unanimously approved.

(A3.4) Approval of Contract Extension to Wirfs Industries for Annual Inspection and Repairs of Heavy Fire Apparatus for One Year (RFP 10-78)

Staff recommends City Council approval of a one year contract extension to Wirfs Industries (4201 West Main Street, McHenry, IL) in the amount of $95,000 to provide required annual inspections and repairs for heavy fire apparatus vehicles (RFP 10-78). Funding will be provided by account 7710.65060, which has a budget of $950,000. These expenditures represent 10% of this budget.

A voice vote was taken and A3.4 was unanimously approved.
(A3.5) **Approval of Solid Waste Agency of Cook County (SWANCC) Disposal Fees for FY 2012**

Staff recommends approval of the 2012 refuse disposal fees to SWANCC (Solid Waste Agency of Northern Cook County) not to exceed the amounts of $83,300 for capital costs, $1,000,000 for operations and maintenance and $40,000 in recycling transfer fees. Funding will be provided by the Solid Waste Fund Accounts, 7685.68310 (capital costs), 7685.62405 (operations and maintenance costs), and 7690.62415 (recycling costs).

Alderman Holmes referenced the last paragraph on page 119 of the council packet: “In addition, the City is required to cover the cost of the refuse that Groot takes to SWANCC for the residential collection and the cost to transfer the recycling that City crews take to SWANCC.” Suzette Robinson, Director of Public Works, clarified for Ald. Holmes question regarding whether or not this is this additional or a part of the one million dollars. Director Robinson explained it is an explanation of what the one million covers. It is included.

Ald. Grover asked if it comes from SWANCC as a bill. Director Robinson explained, yes it comes as a monthly statement. SWANCC decides on what the fee is for each city, split it in twelve, and bill us on a monthly basis. Ald. Grover asked what is the basis for our costs: usage? tonnage? population? Suzette explained yes it is based on tonnage and a “true-up” at the end of the year. They do an estimate based on our previous tonnage, and use that to base our annual fee. The last four years we’ve received a rebate because we came in less than estimated by SWANCC. This is a good spot to be in.” Ald. Grover explained it so that increasing local zero waste efforts, reducing the bulk recycling, increase recycling refuse would be in the best interest for the City’s bottom line. Director Robinson confirmed Ald. Grover is correct.

A voice vote was taken and A3.5 was unanimously approved.

(A4) **Approval of Change Order #3 for the 2011 Comprehensive Parking Garage Repair Project (Bid 12-17)**

Staff recommends approval of change order #3 to Bulley & Andrews LLC (B&A) (1755 W. Armitage Avenue, Chicago, IL) in the net amount of $84,240 for the 2011 Comprehensive Parking Garage Repair Project. This change order will increase B&A’s current contract amount from $2,569,353.20 to $2,653,593.20. Funding will be provided by the FY 2012 Capital Improvement Plan Fund for Parking Garage projects (CIP #416138), which has a budget of $800,000.

A voice vote was taken and A4 was unanimously approved.
(A5) Resolution 3-R-12 Authorizing the Use of Motor Fuel Tax Funds for Roadway Construction and Related Engineering Services

The Department of Public Works recommends City Council approval of Resolution 3-R-12 authorizing the use of Motor Fuel Tax Funds (MFT) in the amount of $1,400,000 for the 2012 MFT Street Resurfacing Project and $132,727 for design and construction engineering services by City Staff. Funding will be provided by the Motor Fuel Tax Fund (FUND # 200).

Chairman Burrus thanked staff for this project as part of Madison Street which is in desperate need of improvement will be improved.

A voice vote was taken and A5 was unanimously approved.

(A6) Ordinance 13-O-12 Amending Class P Liquor License

Local Liquor Commissioner recommends City Council adoption of Ordinance 13-O-12, which increases the quantity of alcohol a craft distiller is authorized to manufacture and store to 15,000 gallons per year. The increase is in accordance with Illinois state law which was amended effective August 19, 2011.

A voice vote was taken and A6 was unanimously approved.

IV. ITEMS FOR DISCUSSION

V. COMMUNICATIONS

VI. ADJOURNMENT

Ald. Grover motioned and Ald. Holmes seconded for adjournment. Chair Burrus adjourned the meeting at 6:08p.m.

Respectfully Submitted,
Dolores Y Cortez
Administrative Assistant, City Manager Office