

**VILLAGE OF LANSING  
COMMITTEE OF THE WHOLE MINUTES  
APRIL 16, 2019**

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**CALL TO ORDER**

Mayor Eidam called the meeting to order at 7:56 p.m.

**ROLL CALL**

Roll call revealed the following Trustees present:  
Zeldenrust, Grady-Perovich, Hardy, Skrbina, Manno, DeLaurentis

**APPROVAL OF MINUTES**

Mayor Eidam asked if there were any questions or discussion on the minutes of the March 19, 2019 Committee of the Whole meeting. There were none.

Mayor Eidam asked for a motion to approve the minutes.

Trustee Grady-Perovich so moved  
Trustee Hardy seconded.

**ROLL CALL**

Yeas – 6 Trustees:

Nays – 0

***Minutes Approved***

Grady-Perovich, Hardy, Zeldenrust, Skrbina, Manno, DeLaurentis

**MAYOR'S REPORT**

No Report

**VILLAGE ADMINISTRATOR REPORT**

**A. Fox Pointe Usage Policy**

Administrator Podgorski announced that staff has been working on a usage policy for organizations that would like to host events at Fox Pointe. Board members have before them a draft of the policy, and staff is looking for input from the Trustees. Mr. Podgorski asked Mr. Tony Troncozo, Director of Fox Pointe, to give a presentation on the draft policy. Mr. Troncozo gave a Power Point presentation on details of the policy, which included hours, security deposits, costs for security and EMS personnel, available parking, restrooms, selling of alcohol and more. There were several questions asked and discussion regarding the sound system, maximum occupancy and lighting. Mr. Podgorski asked that the policy be on the agenda for approval at the next regular meeting.

**B. Surplus Vehicles & Other Equipment**

Administrator Podgorski explained that 4 departments have vehicles or other equipment that they would like to either scrap or sell. Chief Murrin, Chief Kooyenga and Director Richardson all reviewed their individual lists of vehicles/equipment. Most all of the vehicles and equipment are old and beyond repair, and have reached the end of their lifespan. Administrator Podgorski reviewed the one item that the airport would like declared as surplus. The ordinance declaring surplus will be on the next regular meeting agenda for approval.

**C. Scavenger Services Agreement Between V.O.L. and Homewood Disposal – Proposed Amendments**

Administrator Podgorski reviewed some minor changes to the scavenger services agreement with Homewood Disposal that was approved back in November. When the contract was initially approved, there was an opt-out clause for the Village that threatened the certainty that Homewood Disposal would be servicing Lansing for the life of the contract. The Village agreed that Homewood should have some certainty, but we wanted to make sure that we were getting the best price on scavenger services. The Village has since included a provision to allow for a rate survey to be conducted of other municipalities within a 10 mile radius, and if the Village determines that Homewood's rates are above the current market value, we would be able to negotiate a better rate with Homewood. If the parties were unable to come to an agreement on pricing after the survey, the contract would allow for arbitration. The added provision for conducting a rate survey can only be exercised once during the life of the contract. With no objections, Mr. Podgorski stated that this amendment will be on the agenda for approval at the next regular meeting.

**VILLAGE ATTORNEY REPORT**

No Report

**FINANCE & POLICE**

- A. LPD Infrastructure Projects**
  - i. Enterprise Upgrade Contract with Tyler**
  - ii. Wiring RFP**

Trustee Zeldenrust read a memo from IT Director Fabian Newman, regarding several IT infrastructure projects that need to be addressed. There are four items that need upgrading; wiring, Ethernet switching, server platforms and a software upgrade for the system used by dispatch. The upgrade process will take at least 12 months. IT Director Newman also gave a Power Point presentation that outlined all of the upgrades, next steps in the upgrade process, cost and timeframe for completion. The software upgrade is estimated to be \$120,000 and the cost of the wiring will be determined by responses from the Request for Proposals. The cost of the software will most likely be distributed between two fiscal calendar years.

**AIRPORT**

- A. Fuel Purchase Agreement**

Trustee DeLaurentis reviewed a memo from former Airport Manager John DeLaurentis and Administrator Podgorski. Staff is recommending that the airport continue to purchase fuel from World Fuels, Inc. of Miami, Florida. Board members had a copy of the proposed 6 year fuel service and supply contract. A portion of the contract also includes World Fuels funding of \$6,000 worth of upgrades to the fuel pumps, which will be furnished and installed by B&K Equipment Company of Lansing. World Fuel will also continue to provide training and technical support to the airport at no additional cost. Approval of the agreement will be on the next board meeting agenda.

- B. Localizer/Distance Measuring Equipment Service Contract**

Trustee DeLaurentis reviewed another memo from John DeLaurentis and Administrator Podgorski regarding a maintenance service proposal from

Benson Technical Works (BTW). BTW has been servicing and certifying Lansing Airport navigation equipment since December 2007. The proposed contract includes moderate increases with a fixed cost not to exceed \$13,500 per year for the FAA required maintenance and operation; and an hourly rate of \$92 per hour for non-covered repairs. The remaining terms of the contract are unchanged from the previous contract. Staff is recommending that another contract be approved with BTW. This item will be on the next regular board meeting agenda for approval.

## **FIRE, IT & LNN**

### **A. Financing Agreement for New Fire Apparatus**

Administrator Podgorski explained that he and Treasurer Frye are recommending that the new fire truck be financed over a period of seven years with Tax-Exempt Leasing Corp. The agreement with Tax-Exempt Leasing is for an interest rate of 3.73% with a seven year payment schedule and one annual payment in the amount of \$95,446.32, due on April 1, 2020. There will then be 24 quarterly payments of \$23,585.01. The financing company is also offering a \$13,000 signing discount. Approval of the financing agreement will be on the next regular board meeting agenda for approval.

## **PUBLIC WORKS & ADA**

### **A. Petition for Annexation – 17711 Paxton Avenue (Dorothy Bult)**

Trustee Skrbina explained that Mrs. Bult would like to have her property at 17711 Paxton Avenue annexed into the Village of Lansing. The Village will inspect the property to be sure it is contiguous with other Village property. Any water and sewer connection costs will be the responsibility of the homeowner. Once the annexation is approved, Village Police, Fire, Paramedic and Public Works services will become available to the resident. Trustee Skrbina asked that this item be on the next board meeting agenda for action.

## **BUILDING & ECONOMIC DEVELOPMENT**

### **A. Proposed Tru Hotel – TIF Qualification Draft Report**

Trustee Hardy explained that the purpose of the report is to identify the criteria for establishing a Redevelopment Project Area (RPA) by means of a blighted area and conservation area as well as vacant blighted improved qualification factors as defined by the Tax Increment Allocation Redevelopment Act. Trustee Hardy continued reviewing the draft report that was prepared by Kane, McKenna and Associates on March 18, 2019. Administrator Podgorski explained that this is one of the items that must be completed for the process of the TIF district to be established. The next step of the process will be to adopt a Public Hearing Resolution, which Administrator Podgorski would like to have on the agenda for the next regular board meeting.

## **YOUTH CENTER & INSURANCE**

### **A. Health Insurance Plan Review and 2019 Renewal – HUB**

Trustee Grady-Perovich introduced Mr. Tony Buscemi from HUB to review a Power Point presentation on the Village's health insurance renewal. An

analysis of the health insurance program shows that the Village is running at about 86% of gross expected costs and the medical per employee per year costs are trending at negative 1.3% over the previous plan year. This is great news and results in a decrease projection of about 4% to the total costs for the 2019/2020 plan year. HUB is projecting that the dental plan costs will remain the same and the vision plan rates are guaranteed through 4/30/2020. All benefits will remain the same for the next plan year. Trustee Grady-Perovich asked that this renewal be put on the agenda for approval at the next regular board meeting.

**PUBLIC COMMENT**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**ADJOURNMENT**

With no further business, Mayor Eidam asked for a motion to adjourn to Executive Session at 9:31 p.m. to discuss the purchase or lease of real property for the use of the public body – 5 ILCS 120/2(C)(2), to discuss Collective Bargaining matters – 5 ILCS 120/2(C)(2), and to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees – 5ILCS 120/2(C)(1). Trustee Manno so moved.  
Trustee Hardy seconded.

**ROLL CALL**

Yeas – 6 Trustees

Nays – 0 Trustee

***Meeting Adjourned  
To Executive Session***

Manno, Hardy, Zeldenrust, Grady-Perovich, Skrbina, DeLaurentis

**RE-CONVENE FOLLOWING EXEC. SESSION**

At 11:13 p.m., Mayor Eidam called the Committee of the Whole meeting back to order following Executive Session.

**ROLL CALL**

Roll call revealed the following Trustees present:

Zeldenrust, Grady-Perovich, Hardy, Skrbina, Manno, DeLaurentis

**ADJOURNMENT**

With no further business, Mayor Eidam asked for a motion to adjourn the Committee of the Whole meeting at 11:14 p.m.  
Trustee Manno so moved  
Trustee Grady-Perovich seconded

All Trustees agreed to adjourn by signifying AYE.

Respectfully Submitted,

Vivian Payne  
Lansing Village Clerk  
/vp