

*MINUTES OF MAYOR NELSON AND BOARD OF TRUSTEES FOR THE REGULAR MEETING OF
THE VILLAGE OF FLOSSMOOR, ILLINOIS HELD ON JUNE 3, 2024*

VILLAGE HALL

JUNE 3, 2024

7:30 PM

Mayor Nelson called the meeting to order at 7:32 pm.

Village Clerk LoGalbo took roll.

PRESENT: Mayor Nelson, Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, Mustafa

ALSO PRESENT: Village Manager Bridget Wachtel; Assistant Village Manager Jonathan Bogue; Fire Chief Bob Kopec; Acting Chief of Police Keith Taylor; Commander Tim Filkins; Director of Public Works John Brunke; Director of Building & Zoning Scott Bugner; Finance Director Ann Novoa; Community Engagement Manager Stephanie Wright; Assistant to the Village Manager/Communications Manager Nicole Castagna; Village Attorney Kathi Orr; 59 community members, media, and others.

Mayor Nelson called the meeting to order. She reminded everyone that the Village Board meeting was being streamed via Zoom for the convenience of those unable to attend the meeting in person. She noted that public comment on agenda and non-agenda items would be welcome after swearing in a new Flossmoor Police Officer and recognizing Pride Month. Public commenters who signed up to speak would be called from the list they signed in on. Mayor Nelson asked that speakers observe the Village's public comment policy of introducing themselves, acting with decorum, addressing their comments to the public body and not directly to a member of staff, and limiting their comments to five minutes per person for a maximum of thirty minutes of public comment time.

Recognitions and Appointments:

Mayor Nelson referred to Agenda Item #1 – Introduction and Swearing in of Officer Charea Reynolds. Mayor Nelson introduced Officer Charea Reynolds and Acting Chief of Police Taylor and noted Officer Reynold's participation in the emergency response at the Flossmoor Park tennis courts in Flossmoor Park on May 20th, along with other Flossmoor First Responders who responded beautifully. Thanks to their quick efforts, the resident survived the cardiac event.

Acting Chief of Police Keith Taylor provided biographical information about Officer Charea Reynolds, who was hired as a lateral police officer and began the Flossmoor Police Department's Field Training Program on February 20, 2024. He noted that she has over six years of experience as a former Chicago police officer where, in addition to patrol, she served in the Joint Operations and Officer Friendly Units. Acting Chief of Police, Keith Taylor stated that Officer Reynolds also served with the Naperville Police Department for seven months. She has an Associate Degree in Applied Science from Moraine Valley Community College, and she is currently pursuing a bachelor's degree at Governor's State University. Acting Chief of Police, Keith Taylor explained that Officer Reynolds completed the Field Training Program and was released to solo patrol on May 31, 2024. Officer Reynolds has the dual distinctions of being the first lateral police officer and the first ever African-American female police officer to serve with the Flossmoor Police Department. Acting Chief of Police, Keith Taylor noted that Officer Reynolds has

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*expressed her career goals of promoting through the ranks and eventually becoming chief of police, which he believes she can attain with dedication, training, and perseverance.
Village Clerk LoGalbo conducted the swearing-in of Officer Charea Reynolds.*

No vote was required.

*Mayor Nelson referred to Agenda Item #2 – A Proclamation Declaring June 2024 as Pride Month.
Mayor Nelson introduced Danie Van Vliet and Kristina Zandi, social workers from Homewood-Flossmoor High School who co-sponsor the Alphabet Soup Club, an extracurricular activity for students of all genders, sexualities, races, and religions, and have guest speakers, activities, and events like the Annual Day of Silent and Day of Action. Danie Van Vliet is the LGBTQIA+ facilitator at HF High School, runs support groups and counseling for youth, and provides training for staff and advocates for the needs of students and families. Kristina Zandi has a large caseload as a social worker and supports all LGBTQIA+ HF students. Mayor Nelson thanked them both for the critical work they do for the community's students.*

Mayor Nelson read A Proclamation Declaring June 2024 as Pride Month.

Mayor Nelson stated that the Village of Flossmoor was collaborating with the Village of Homewood and the Homewood-Flossmoor Park District on Friday evening for a Pride Event at Irwin Park in the Village of Homewood from 5:00 pm – 9:00 pm with resources, food and entertainment. She noted that it was an event for everyone.

Danie Van Vliet noted that she and Kristina Zandi would be at the HF Pride Night event, and current and future HF students were encouraged to speak with them about what their future will look like at HF HS and how they can be supported there.

No vote was required.

Mayor recognized and thanked the Flossmoor Police Officers both in and out of uniform who attend the Village Board meeting to support the swearing in of Officer Charea Reynolds.

Citizens Present Wishing to Address the Board:

*Citizens Present Wishing to Address the Board on an Agenda Item & Non-Agenda Item
(It should be noted that in reporting these comments, the Village has not researched the accuracy of any comments.):*

Flossmoor resident Andrea Perry's comments, in summary, were regarding the racial divide that remains in the Village and various issues in Flossmoor such as the death of Madeline Miller, the termination of the former Chief of Police, and the Heather Hill detention basin. She discussed how the aforementioned

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incidents called her to action, including how residents and supporters of Chief Jones were disregarded and discounted, the Assistant Village Manager's false statement to WGN news, which was critical about supporters who attended the Village Board meeting, Mayor Nelson's statement in the March 7th HF Chronicle regarding same. Perry discussed how Mayor Nelson's statement contained misinformation, which has caused residents to speak up, and cited the Mayor's lack of sensitivity and disconnect with the majority of her constituents. Perry discussed the lack of facts in the Chief Jones' termination matter and stated that the Village of Flossmoor is not a 'one Flossmoor' but more like a South African-like apartheid and that major changes must be made for there to be a 'one Flossmoor.'

Flossmoor resident Ashly Giddens' comments, in summary, were regarding her concern over the lack of transparency and care for citizens in the community, especially the Heather Hill residents. Giddens discussed her concern regarding the increased size of the detention basin and that it will take up all of the greenspace in that area. She noted that the project will take place during the school year, which poses a danger to students. Giddens also noted the lack of concern about the fence around the basin, the impact on the population of autistic children who live nearby, and the potential danger that the detention basin could pose for them. She was also concerned about the cost of the project and that the Village would be asking residents for more money to cover the construction costs. Giddens asserted that the planning and execution of the project reflects negligence on the part of the Village of Flossmoor with regard to safety.

Mayor Nelson responded to Giddens that later in the agenda, the Board would be discussing some of the issues Giddens brought up, such as the schedule, fence height, and project costs.

Flossmoor resident Pam Bartusiewicz's comments, in summary, were regarding her being a twenty-four-year resident of Flossmoor and that she implored the Board to approve the contracts to proceed with work on the detention basin in the Heather Hill neighborhood so that the second phase of the Flossmoor viaduct project can be completed to help property owners. Bartusiewicz discussed the flooding issues that she has dealt with on her own property, and she expressed concern for the safety of children getting into the detention basin, which a fence should prevent. Bartusiewicz asserted that the Village's infrastructure must be upgraded and that the future of the Village is in the Board's hands.

Flossmoor resident Rebecca Strupeck's comments, in summary, were regarding her being a forty-six resident and a teacher for over fifty years. Strupek discussed how, in April, she gathered over fifty signatures from Flossmoor business owners in the Flossmoor Road and Sterling Avenue area who are in support of the detention basin. Strupek noted that several owners stated that they could not get flood insurance, and that she is also in favor of the project. She noted that the Village of Flossmoor has a nice downtown area and that it is important to keep it viable and a nice place for residents to go. She discussed how the school board approved the project. Strupek discussed how there are other detention basins in the Village of Flossmoor, including the Leavitt Park detention basin, and how there have been no drownings at detention basins. Strupek noted that there is no fence at the Leavitt Park detention basin. She discussed how it is important for the Village to take advantage of the available funds, and how flood waters affect everyone in Flossmoor. She also discussed how Heather Hill Elementary School would likely have indoor recess if there was water in the detention basin, that children would be instructed to stay away from the

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detention basin, and that children could play at the nearby Highland Park if there was water in the detention basin.

Flossmoor resident Ben Herman's comments, in summary, were regarding him being a twenty-year resident of Flossmoor and his appreciation to the Village Board for their careful and thoughtful consideration and planning to resolve the flooding issues in the Village. He discussed his personal experiences with flooding in his home and loss of personal items in another suburb before he moved to Flossmoor, and that the city was unwilling or unable to fix the problem. Herman discussed his experience with flooding in Flossmoor and commended the Board for listening to residents' input and for the resolve to address the flooding issues in the Village.

Flossmoor resident Darlene Brooks' comments, in summary, were regarding her concern for her grandchildren and other children with the detention basin, that it is not as simple as someone saying to 'watch your kids' because they are playing outside, that the HF High School has green space for the detention basin and her assertion that the Village Board had no concern for the babies by putting the detention basin in front of Heather Hill Elementary School. She discussed how there has been flooding for forty years in the Village, that residents can get a sump pump to deal with the flooding, and that if she knew this project was going to happen, she would not have moved to Flossmoor.

Flossmoor resident Tangie Brooks' comments, in summary, were regarding her concern for the location of the detention basin and her understanding that flooding is a horrible thing. She discussed the need to protect children and that they should be able to go outside for recess because it is good for them. She asked the Village Board to consider putting the detention pond in another location.

Flossmoor resident Pam Jackson's comments, in summary, were regarding her questions at a previous Village Board meeting, the need to address the divide within the community with meaningful efforts, the Village's adoption of the guiding principles for diversity and inclusion developed by the Community Relations Commission (CRC) as a part of its strategic plan, the need for the Village to embody the values of diversity and inclusion and take proactive steps including the creation a culture of belonging and respect for all residents, and a discussion regarding the principle of the commitment to equity and inclusion and how it is not being followed. Jackson posed questions to the Village Board regarding how the guiding principles for diversity and inclusion are actively implemented in the daily operations and decision process of the Village, what steps are being taken that all residents feel a sense of belonging in the community, and what education and training opportunities are being provided to residents and staff. Jackson discussed how there is a disconnect between the Village Board's actions and inaction and that there is a discrepancy between the stated principles in the Village's strategic plan, the Village's practices, and the experiences of residents within the community. Jackson discussed how it is essential for community leaders to listen to diverse voices, engage in open and honest dialogue, and address concerns and issues raised by residents in a transparent and inclusive manner. She discussed how leadership and community building require a deeper commitment to understanding and addressing the needs, concerns, and perspectives of all residents and that it is crucial for the Village Board to reflect on the community's feedback and take steps to improve communication and connections. Jackson offered suggestions for how to promote transparency and communication with residents, specifically on the Village Board's website, including adding bid postings

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and providing clearer descriptions of the Village's projects, uploading Village Board meetings to a platform like YouTube, and creating a public comment Q&A section on the transparency page to address questions and concerns raised during public comment. Jackson suggested a community survey and the benefits of the same, and she discussed her opinions on the search process for a Chief of Police replacement. Jackson noted Acting Chief of Police Taylor's experience, questioned why he was not a top candidate for the permanent position, and noted the importance of involving the community in the decision-making process to fill the vacant Chief of Police position. Jackson recommended leveraging the CRC to advise and help bridge the divide with the community, which would be a proactive step.

Given that Jackson had already gone over the allotted five minutes, Mayor Nelson requested that Pam Jackson email the Board the final paragraph that she wanted to read out loud.

Flossmoor resident Percy Scott's comments, in summary, were regarding how he has not said anything at the last couple of Village Board meetings because he wants what is best for Flossmoor, and he wants those who were elected to govern to govern. Scott explained that he could not remain silent when his name was brought up with a number of his constituents and neighbors, saying that he threatened the current candidate for the next Police Administrator position in the Village of Flossmoor. Scott stated that seven members of the community informed him that Mayor Nelson said that Scott threatened the candidate. Scott explained how the candidate is a close associate of his who called Scott and asked Scott about his opinion of him taking the job in Flossmoor. Then, two weeks later, Scott heard Kevin Dorsey state in a Village Board meeting that he hoped the Village Board was not going to hire someone who was not qualified, and then Scott called the candidate back to inquire whether the candidate had all of his qualifications. Scott described their conversation and how the candidate would have to take recertification classes before becoming Chief of Police of Flossmoor, and then Scott told him that was a bad decision because the community would go crazy that the Village fired a highly decorated and praised Police Chief to hire someone who did not have the qualifications to be a Police Chief and when there are two highly qualified gentlemen in the room. Scott told the candidate that he should not do it, and that it was not a threat – it was sound advice for a friend. Scott noted that he was a client of the candidate, and rhetorically questioned why he would threaten someone who affects his livelihood. Scott also noted that he and Mayor Nelson have had an open line of communication in the past and would like her to call him to discuss the issue instead of telling people something that is not true. Scott questioned that if the Village Board agrees to hire someone who is not qualified to be Police Chief, what does that say about the Village Board when they know the community is ripped up regarding the Police Chief situation and that it will negatively impact the morale of the FPD. Scott noted that the Village conducted a national search before hiring the last Police Chief, and he does not agree with them hiring someone who has not been a police officer in over seventeen years. Scott described a situation with Trustee Daggett where they disagreed on an issue but were still able to shake hands about it several weeks later because they could agree to disagree.

Mayor Nelson stated no one referred to Scott as a bad apple or other names, and that she looked forward to sharing the qualifications of the candidate with the public.

Flossmoor resident Beth Larocca's comments, in summary, were regarding her being in favor of the Heather Hill detention basin, that her brother lives across the street from Leavitt Park and fought to have

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the detention basin put in because he would have flood water in his basement and on three sides of his house. Larocca noted that her nephew, who resided there, is autistic, and there were no issues once the Leavitt Park detention basin was installed, which did not have a fence. She commended the Village Board members who voted in favor of the Heather Hill detention basin for having the courage to take action about the flooding issues in the Village. She noted that she elects officials who do their best for the entire community and that sometimes, hard decisions must be made. Larocca asserted that the flooding issue must be addressed and that no other mayor or Village Board has had the courage to address it.

Mayor Nelson referred to the Consent Agenda (which encompassed Agenda Items 3-5:

- 3. Approval of the Minutes of the Regular Meeting Held on May 20, 2024*
- 4. Presentation of Bills for Approval and Payment as Approved by the Finance Committee (June 3, 2024)*
- 5. Consideration of a Resolution Approving the Purchase of a 2023 Ford Expedition for Use by the Flossmoor Fire Department*

Mayor Nelson called for a motion to approve the Consent Agenda as presented. Trustee Mitros so moved, seconded by Trustee Driscoll.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Reports of Committees, Commissions and Boards:

Mayor Nelson recognized the Community Relations Commission for collecting new personal products items and \$10.00 gift cards from stores like Jewel to be donated to The Center on Halsted, which is a resource center for the LGBTQ+ community. Donations could be dropped off at Village Hall.

Mayor Nelson recognized the Art Commission and residents of Ballantrae for the recent installation and welcoming party of Paradise at Ballantrae Park.

Mayor Nelson also noted that the Green Commission would be doing a litter cleanup on the evening of June 18th at 7:00 pm in advance of the Juneteenth Parade along the parade route.

Action Items:

Mayor Nelson referred to Agenda Item #6 – Consideration of a Contract Award for the Heather Hill Elementary School Detention Basin Project. Mayor Nelson called for a motion to Approve the Contract Award for the Heather Hill Elementary School Detention Basin Project as presented. Trustee Mitros so moved, seconded by Trustee Driscoll.

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Public Works Director John Brunke explained that included in the Fiscal Year 2025 Budget is \$4,607,717.00 in the 2021 Streets and Storm Sewer Improvement Fund and \$1,500,000.00 in the General Fund for the construction of the Flossmoor Road Viaduct Drainage Improvement Project. These budgets do not include some of the additional grants that have been awarded to date. Brunke noted that these additional grants will be added via budget amendments once the grant agreements are processed and received. The first phase of this overall project was the Berry Lane Drainage Improvements project, which was completed in FY23 and not included in the aforementioned budget numbers. Brunke explained that the second phase of the overall project is the Heather Hill Elementary School Detention Basin Project, which includes the construction of a detention basin on the Heather Hill Elementary School site and a parcel that will be acquired from the Homewood-Flossmoor Park District if the contract is approved.

Brunke discussed the planned phases and grants in conjunction with a PowerPoint presentation. He noted that if things are approved and move forward, Phase 3 would hopefully be bid in late summer, with construction in the fall. There are two secured grants for Phase 3 of the project. Brunke discussed the planned Phase 4, its related grants, and the Army Corps of Engineers potential involvement with the project. Phase 5 would take place in 2025 and would be the end of the project.

Mayor Nelson asked whether each grant was for a specific portion of the project and whether the Village could change what portion of the project the grant goes towards.

Brunke answered that it can be done, but it takes time. Brunke noted that a recent grant was received that the Village could have requested to use for the detention basin, but it would have taken too long to complete the process and receive permission to use the grant funds towards another part of the project.

Mayor Nelson asked whether there were any concerns with getting Phase 3 done with regard to potential asphalt plant closures. She thanked Brunke for the work and noted how complex the project is.

Brunke answered that it was a potential issue depending on how fast they could get the project out to bid. If needed, the paving may need to be finished in the Spring of 2025.

Trustee Bradley-Scott noted the name of Phase 2 of the project on the presented materials, the Heather Hill Elementary School detention basin project, and how it was previously referred to as the Viaduct Project. She asked Brunke to elaborate on the name change. She noted that she was highlighting the issue because the Village was calling the project something different and that residents did not realize how the project impacted them.

Brunke explained that since it is the detention basin for Phase 2 for the site, the Phase was given the specific name of the Heather Hill Elementary School Detention Basin Project, but the other phases will still be named as phases of the Flossmoor Road Viaduct Drainage Improvement Project.

Trustee Daggett inquired about the DCEO grants.

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Brunke answered that the issue was about accountability, that line items had to be provided to the DCEO for use of the grant money which makes it more challenging to use for a different purpose because of the process involved. Brunke discussed the background of the DCEO grants.

Trustee Driscoll noted the Berry Lane Project and the importance of starting there first and finishing the next Phases to provide additional protection to Berry Lane.

Brunke agreed that the additional project phases are needed to increase the level of protection for Berry Lane.

Trustee Lofton inquired about the timing of the project grants.

Brunke discussed the grants and their expiration dates, and that extensions can be successfully requested.

Trustee Mitros noted that the Village of Flossmoor has never received so much grant money before. Trustee Mitros stated that the Flossmoor Road Viaduct Drainage Improvement Project is a huge project for Flossmoor, which consisted of years of planning, and that it will solve a lot of issues that the Village of Flossmoor has had over the years.

Trustee Mustafa requested data on grant monies received to be presented by grant information, not per Phase of the Flossmoor Road Viaduct Drainage Improvement Project, including pending grants' info and what the gap is between what is needed and what the Village of Flossmoor expects to receive. Trustee Mustafa noted the importance of the project and that it was important to have a reference for the funding involved in the project. She discussed the possibility of postponing the vote because she wanted to see the requested information.

Brunke explained that the budgeted amounts were based on known awarded grants at the time of the budget preparation and the impact on the timing of the awarded grants. Brunke also explained that the current estimate of the entire project is \$7.8 million and that the Village currently has a little under \$4 million secured which doesn't account for any potential grant money awards still pending. He explained that the more grants the Village receives, the less bond monies will be needed for the project and the more streets can be resurfaced with the bond monies. Brunke agreed to prepare a document in the format that Trustee Mustafa requested and noted that if the project was not started within the week, then the August 15th completion date would not be attainable.

Village Manager Bridget Wachtel noted that the total project cost less than the current grant monies received, leaving a \$3.9 million gap.

Trustee Mitros noted that the Village Board knows where the project is heading and where the money is and that the only unknown is how much road repair the Village will be able to do.

Trustee Daggett stated that in regard to the grants and their timing, if the Village delays Phase 2, then the chances of getting to the next phases on time will not be likely, and the Village would lose access to the

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already awarded grants for those phases. Trustee Daggett noted that Brunke's provided spreadsheet on the grants was impressive and addressed some of the questions that Trustee Mustafa had. He commented they should not delay the next steps of the project given that a missed deadline could jeopardize costing the Village grant money.

Brunke explained that on May 29, 2024, bids were opened for the project and thirteen bid documents were downloaded by contractors, and six total bids were received. Two bid alternates were included in the bid package, and the first bid alternate was for a seven-foot-high fence in lieu of a six-foot fence that was included in the base bid price. Brunke noted that the second bid alternate was for an eight-foot fence in lieu of a six (6) foot fence that was included in the base bid. This was done because the Village was not sure what size fence the school district wanted, which was ultimately the six-foot-high fence.

Brunke explained that the lowest bid was from Pan-Oceanic Engineering Company, Inc., for the total base bid amount of \$3,430,131.84. Their bid came in at \$140,578.16 under the engineer's cost opinion for the project. Brunke noted that Pan-Oceanic Engineering Company has not completed work in the Village of Flossmoor before and that the project consultant, Baxter & Woodman, does not have experience with this contractor either. Baxter & Woodman did check references for Pan-Oceanic Engineering, and the feedback received was positive. They spoke with the City of Evanston about a past water main project, and their feedback was good. Brunke added that Pan-Oceanic Engineering Co. is also a certified Minority Business Enterprise in the City of Chicago.

Brunke explained that since the timing of completion is critical with school going back in session on August 15th, and the project must be substantially completed by then. Public Works Staff and Baxter & Woodman felt that providing an incentive to the contractor for substantially completing the project early would be a good measure to offer. He noted that substantially completed is defined in the contract documents to mean all heavy excavation, storm sewer, and trucking must be completed by August 15th, not including final site restoration (such as seeding and blanketing of the grass areas, which cannot be done in August due to the time of year and per IDOT regulation), which they would finish in the Fall of 2024. The proposed incentives are \$35,000.00 if substantially completed by August 8th and an additional \$20,000.00 if substantially completed by August 1st. Brunke explained that if the contractor is substantially complete by August 1st, the total incentive bonus will be \$55,000. Brunke stated that Public Works Staff discussed the fence height options with School District 161, and they reported back that a six-foot fence height was preferred. Given that this project will be located on an easement on the School District's property, Public Works Staff opined that the Village of Flossmoor should defer to the School District for the decision on the six-foot height option, which is included in the base bid.

Brunke also explained that liquidated damages were also included in the contract and that after August 15th, every day after, depending on the circumstances for same, the damages are \$1,425.00 per day until substantial completion, and after October 31st, it is \$600.00 per day until final completion. Brunke noted that there was a pre-bid conference with the contractors who are planning on working heavy hours to get the project done. Brunke recommended that the Mayor and Board of Trustees approve a contract with Pan-Oceanic Engineering Company, Inc. of Chicago, Illinois, in the base bid amount of \$3,430,131.84 and

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authorize the Village Manager to approve payments up to \$3,485,131.84 in the event that the full incentives are paid out.

Trustee Daggett inquired whether the incentives could be negated if there are at-fault cost overruns.

Brunke answered that it is an all-unit price contract, so the cost of the awarded contract does not change unless there is an order for a change in the project.

Trustee Bradley-Scott inquired about the responsibility for signage and safety for the project, and information about how the School District arrived at the six-foot fence decision.

Brunke answered that there are safety requirements for the contractor in the contract documents. There will be a full-time monitor at the site to make sure that the area is safe, and there will be a construction fence around the basin until the decorative fence is installed. He also noted that the contractors have a specific truck route that they must follow in and out of the subdivision, and there are fines if the contractor does not follow them.

Village Manager Bridget Wachtel explained that she communicated to Dr. Smith that the Village Board was interested in moving to a fence that was taller than six feet, he conferred with the School Board, and they preferred the six-foot fence option.

Trustee Mustafa asked Wachtel if she could reach out to Dr. Smith regarding the School Board's preference for the six-foot fence, which Wachtel agreed to do for informational purposes.

Trustee Bradley-Scott stated that in regard to the phases of the project, the Village is not at a deficit for the project and that a deficit comes into play with regard to the loss of grants. She also requested an easier way to look at the information regarding the grants associated with the project. Trustee Bradley-Scott noted that she was not in favor of the contract incentives and inquired whether there was any indication that materials would be an issue.

Brunke noted that the Village would have an estimated \$1 million balance after the project is completed if the Village does not receive any more grants. Brunke answered that there was nothing brought up by the contractor about any issues obtaining materials.

Trustee Mustafa inquired about the feedback from the City of Evanston regarding Pan-Oceanic Engineering Co. She also inquired about other projects that Pan-Oceanic Engineering Co. has done and whether they are similar to the Village's project. Trustee Mustafa inquired whether status updates would be provided on the project.

Brunke answered that Baxter & Woodman reported back from their reference check that staff was responsive and professional, and the work was good that they did in Evanston. Brunke stated that Pan-Oceanic Engineering Co. does large shoreline, utility, excavation, and highway work in the Chicagoland area and that they frequently do projects larger than the Village of Flossmoor's project. Brunke discussed

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some of the known subcontractors provided by Pan-Oceanic and discussed characteristics of the fence in the contract. Brunke responded that status updates would be shared with residents and anyone who signed up on the email list to receive the updates.

Trustee Lofton inquired about the fence alternatives.

Brunke answered that if the School District changed its mind about the fence height and it was not ordered yet, the price could be changed to order a different-sized fence, but it would have to be done quickly to arrive by August 15th.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Mayor Nelson referred to Agenda Item #7 – Consideration of an Award of Contract for the Heather Hill Elementary School Detention Basin Construction Engineering Services for the Flossmoor Road Viaduct Drainage Improvements. Mayor Nelson called for a motion to Award a Contract for the Heather Hill Elementary School Detention Basin Construction Engineering Services for the Flossmoor Road Viaduct Drainage Improvements to Baxter and Woodman in a not-to-exceed amount of \$133,960.00. Trustee Mitros so moved, seconded by Trustee Daggett.

Public Works Director John Brunke explained that as part of the Heather Hill Detention Basin project, construction engineering services will be needed to oversee and manage the construction of the project daily, and the project is slated to start the first week of June and be substantially completed by August 15th with final completion on or before October 31st. Brunke noted that the schedule is important in order to align with school returning to session on August 15th. Baxter & Woodman Consulting Engineers submitted a proposal for the construction engineering services needed for the project, and he noted that Baxter & Woodman completed the design engineering for the overall project. Therefore, it makes sense to have them also complete the construction engineering services for this phase. He stated that since construction for this project will commence directly in an established residential neighborhood, construction engineering services are critical to ensure the work is being done appropriately and in a timely manner. The proposed contract is comprised of five specific tasks. The total not-to-exceed cost for this contract is \$133,960.00. Brunke explained that the list of the tasks included in the scope were: 1. Project Initiation, 2. Construction Administration, 3. Field Observation - Full Time (40 hours per week), 4. Completion of Project, 5. Project Closeout. Brunke recommended that the Mayor and Board of Trustees award the contract for the Heather Hill Elementary School Detention Basin Project Construction Engineering Services to Baxter and Woodman Consulting Engineers in the not-to-exceed amount of \$133,960.00.

Mayor Nelson noted that the residents on Berry Lane appreciated having the on-site supervision of their project. Also, with the location of the project it especially makes sense.

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Trustee Driscoll stated that Baxter & Woodman did a great job before, and he looks forward to working with them again.

Trustee Lofton inquired whether Baxter & Woodman would be responsible for on-site safety.

Brunke answered that Baxter & Woodman would monitor the site and make sure that the contractor does what they are supposed to do to keep the site safe.

Trustee Mustafa noted that the on-site supervision of the Berry Lane project was, for the most part, good but that it needs to be tightened up for the project at hand. She explained that the residents had to do too much review at the end of the day to ensure that debris that could be dangerous was taken care of, including a manhole cover that was left open where the cover broke and fell in. Trustee Mustafa asked on behalf of the residents if the on-site supervision of the project would be much tighter. She also inquired about the punch list, why it was not prepared earlier on in the project, and who checks on the completion of the punch list. Trustee Mustafa inquired about whether Brunke feels comfortable with the level of detail of the services that Baxter & Woodman will complete.

Brunke answered that punch lists are completed towards the end of the project because it is a complete list of all the things that need to be corrected or touched up before the Village of Flossmoor will make payment on the project and that he checks for completion of the punch list. Brunke noted that Baxter & Woodman's work has been excellent; they have other projects with them, and there are too many projects going on throughout the Village for Village staff to be at the project site forty hours per week. Brunke also noted that the on-site monitor for the Berry Lane project was only on-site part-time due to budgeting constraints, whereas they will be on-site for the current project on a full-time basis.

Trustee Bradley-Scott noted that per her previous comments, she was not in favor of the contract incentives, and so her vote reflected that she was in favor of the project but not the incentives and that was not how the vote was presented. Accordingly, if the vote in Agenda Item #7 included the incentives, then her vote did not include the incentives. Trustee Bradley-Scott inquired whether the fee for Baxter & Woodman overseeing the project was included in the budget and whether a sufficient amount would be allocated.

Brunke responded that the fee for Baxter & Woodman overseeing the project was included in the budget and that there was \$350,000.00 in the FY25 budget, and that only a part of that amount would be used for the current project phase.

Trustee Daggett stated that with the punch list for the water line servicing, there is a corner of the sidewalk where a concrete square was not put back in. He inquired where or how residents should report issues that they observe.

Brunke answered that residents could email or call the Public Works Department regarding issues that they see, and that residents can also contact the on-site Baxter & Woodman representative.

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Trustee Mitros noted how important the engineering services are and that the last time the Village did a project on Flossmoor Road, the engineering services was able to identify that the asphalt company had shorted the Village and they had to return and address it.

Trustee Bradley-Scott inquired about the planned start date of the project and whether the delay in getting started with the work impacted the terms of the contract.

Brunke answered no; the contractor was still on scope to finish on time.

Mayor Nelson called for a vote on the motion as presented. Motion passed by a roll call vote.

AYES: Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros and Mustafa.

ABSENT: None

ABSTAIN: None

NAYS: None

Discussion Items:

None.

Other Business:

Mayor Nelson referred to Agenda Item #8 – A Motion to go into Executive Session to Discuss the Employment of Specific Individuals, Property Acquisition and Litigation.

There was no need to enter into Executive Session.

Trustee Mustafa inquired about the opening ceremony of the Flossmoor ball game on June 20th, and Mayor Nelson answered that it started at 5:00 pm.

Trustee Mustafa inquired about what a reasonable expectation was for a more simplistic view of the grant monies, and Brunke answered that he thought he could provide it within one business day or so.

Trustee Bradley-Scott asked about the email list for project updates for residents. She noted how all residents need to know about the project in case they are in the area and other residents who live closer to the project area will need to know project information on an ongoing basis. Trustee Bradley-Scott stated that the Village should be overly communicating with residents regarding the project.

Village Manager Bridget Wachtel responded that the Village would use the Village's media outlets to notify residents about the email list that they can sign up for and receive project updates on a separate distribution list. The Village will still provide project updates in other communications, but the more frequent updates will come via a separate distribution list. She noted that the Village will also add infographics to share with residents about the project.

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Mayor Nelson noted that she was surprised about how many Berry Lane residents did not sign up for the project updates and requested assistance to help encourage residents to sign up for updates on the current project.

Trustee Daggett gave a shout-out to Public Works Director Brunke and the Department for their hot patching on streets, which is definitely noticeable and appreciated. He also noted that since he asked about vegetation at Dixie and Vardon being cut back, it is always cut back, and he appreciates that the work is done. Trustee Daggett also noted that everyone he has spoken to in the Flossmoor Fire and Police Departments who were recently involved in saving a resident's life were beaming and proud of everyone's efforts and that he was proud of the departments for their work.

Trustee Driscoll commented that false information about the CRC regarding previous and potentially future employees and that employment discussions are held within the executive session. He stated that the CRC should not have information about a past employee or a future employee and that those discussions should not be happening.

Trustee Lofton thanked residents and Village Board members for attending the recent celebration of the new sculpture Paradise in Ballantrae Park.

Mayor Nelson stated that the Juneteenth Festival would be held on Saturday, June 15th from 11:00 am to 6:30 pm and that sponsors were still being sought by You Matter Too.

As there were no other items to discuss, Mayor Nelson called for a motion to adjourn the meeting. Trustee Mitros so moved, seconded by Trustee Driscoll and passed by a voice vote.

<i>AYES:</i>	<i>Trustees Bradley-Scott, Daggett, Driscoll, Lofton, Mitros, and Mustafa.</i>
<i>ABSENT:</i>	<i>None</i>
<i>ABSTAIN:</i>	<i>None</i>
<i>NAYS:</i>	<i>None</i>

The Regular Meeting was adjourned at 9:37 p.m.

Respectfully Submitted,



*Gina A. LoGalbo
Village Clerk*