

CITY OF PALOS HEIGHTS



Municipal Grounds and Property Committee Meeting Minutes March 27, 2018

Call to Order

Chairman Basso called to order the regular meeting of the Municipal Grounds and Property Committee at 7:00 p.m. in the Palos Heights Administration Building, 7607 W. College Drive, Palos Heights, IL.

In attendance were Chairman Basso, Alderman Kramarski, Alderman McGovern, Public Works Director Scott Smith, and Recording Secretary Pat Sheppard. Absent was Alderman Bylut.

Approval of Minutes

Chairman Basso moved to approve the minutes of the January 23, 2018 meeting, seconded by Alderman McGovern. The motion carried by unanimous voice vote.

Questions/Comments from Visitors

None

Pool Roof (removed from the agenda)

Zenere Landscaping Agreement

Scott said Zenere Landscapes had been providing the maintenance of the planting beds, the medians, planters, and the Art Garden for several years. The price they quoted for 2018 were the same as last year, \$895.00 per month for a period of seven months, April through November. Scott was satisfied with their past work and recommended approval.

Alderman McGovern moved to approve the 2018 Landscape Maintenance Service Agreement with Zenere Landscapes to provide the maintenance and other services of the planting beds, the medians, planters, the Art Garden at a cost of \$895.00 per month for a period of seven months, April through November, seconded by Alderman Kramarski. The motion carried by a unanimous voice vote. **AGENDA**

Lake Katherine Clubhouse Improvements

Scott said Gareth Blakesley was seeking approval for some improvements at the clubhouse which included the removal of all the original, existing wallpaper and painting all the ceilings and walls with 2 coats of paint. There were a few areas that required drywall replacement/repairs. Gareth had used this company before and was satisfied with their work. He recommended approval of the proposal from Procut LLC in the amount of \$14,825.00. Scott noted another quote Gareth had received was approximately \$21,000.00.

Chairman Basso moved to accept the proposal from Procut LLC for the improvements at Lake Katherine's clubhouse in the amount of \$14,825.00, seconded by Alderman Kramarski. The motion carried by a unanimous voice vote. **AGENDA**

Alderman Kramarski asked when the work would begin. Scott said Gareth had told the contractor he had to work around the rental schedule and thought the work would begin the first of May.

Municipal Parking Lot

Scott told the committee that lighting improvements and additional electrical work was needed for the expansion of the municipal parking lot and the contractor was capable of doing all the required electrical work. The proposal received from MarchOne Electrical Design, Inc. was in the amount of \$12,010.00.

Chairman Basso moved to accept the proposal from MarchOne Electrical Design, Inc. to provide electrical work and lighting improvements for the expansion of the municipal parking lot in the amount of \$12,010.00, seconded by Alderman Kramarski. The motion carried by a unanimous voice vote. **AGENDA**

Alderman Kramarski inquired what the plan was for the expansion. Scott said they planned to mimic the north side of the parking lot, install a center island with double-headed lighting, and add a water feature. When the lot was completed, it would also be utilized for some City events.

Alderman McGovern said the municipal parking lot was discussed at this evening's Public Safety meeting, and Alderman Clifford inquired about installing additional signage alerting people of the parking lot. Scott said he would look into it, but it could not be in IDOT's right-of-way.

Motor Vehicle Maintenance

All vehicles were being run thru Safety Lane which is done bi-annually. The crew was also getting the chipper trucks, mowers and other equipment ready for the summer season. The chipper service will begin the first full week of April.

Aldermen's Comments/Questions

Alderman McGovern mentioned the E-Recycle drop-off day on Saturday, April 7, 8:00 to 11:30 a.m. in the PBO parking lot. He also mentioned he saw that the library was having a shredding and E-Recycle day in June.

Alderman Kramarski told Scott that Jack Trevillian (a former alderman) had complimented he and his crew on the great job they did of snow removal this winter. She also inquired when the work would begin on the new sign in front of City Hall. Scott said the sign had been ordered, installation would be completed by mid-June and landscaped by July 4.

Adjourn

There being no further business, Chairman Basso moved to adjourn the meeting, seconded by Alderman Kramarski. The motion carried by unanimous voice vote.

Meeting adjourned at 7:20 p.m.

Respectfully submitted,

Patricia M. Sheppard, Recording Secretary