



City of Palos Heights  
Municipal Grounds and Property Committee  
Tuesday, January 24, 2023  
MINUTES

### CALL TO ORDER

Chairman Begley called the Municipal Grounds and Property Committee meeting to order at 7:06 p.m. at City Hall. In attendance were Chairman Begley, Alderman Lewandowski, Alderman Bylut, Alderman Basso, Public Works Director Adam Jasinski, recording secretary Morgan Pukula.

### APPROVAL OF MINUTES

Chairman Begley moved to approve the minutes of the Municipal Ground and Property Committee meeting held on October 25, 2022, seconded by Alderman Lewandowski. On a voice note, the motion passed unanimously.

### PUBLIC COMMENT

None.

### DIRECTOR'S REPORT

Public Works Director Adam Jasinski presented the following reports/considerations:

- **Motor Vehicle Maintenance Update:** In November, our mechanics prepared all of our vehicles for winter. We assembled all plow and pickup trucks, we made sure our systems worked on the tanks, we reweighed the trucks, added the new blades to the plows and checked the hydraulics. Since then, we have had 3 events, 4 including the compound event which went very well. We have a way to measure how much fluid and salt we are using and the crew is doing a very nice job. They also installed new tires on the police vehicles for winter. We had an increased expenditure when the mechanics inspected the loader/combo excavator; there is a damaged tire and an issue with the wheel. We are working to obtain prices for the tires and have a spare.
  - Adam requested approval with Amber Mechanical Contractors, Inc for the replacement of one unit heater in the Public Works garage in the amount \$4,100.00. Chairman Begley motioned to approved the payment to Amber Mechanical in the amount \$4,100.00, seconded by Alderman Bylut. On a voice note, the motion passed unanimously. —**AGENDA**
- **City Hall / Channel 4 Remodeling Update:** We officially finished remodeling Channel 4. The overall cost in material was slightly over \$25,000. Ron was able to record his first show and he was pleased with the outcome. Adam offered to do a tour of Channel 4 to the Aldermen at any time, so they can see the updates Public Works and Robert from the Rec department who worked on the electrical pieces, were able to accomplish. There are additional costs left including new smoke detectors that have not been replaced since 1986.

- Request approval with Johnson Controls to replace the smoke detectors for the Channel 4 building in the amount of \$6,040.17. Chairman Begley motioned to approve the payment for new smoke detectors in the amount \$6,040.17, seconded by Alderman Bylut. On a voice note, the motion passed unanimously.

– **AGENDA**

Wold Architectural firm was interviewed and are going to do bid documents for the redesign of City Hall. They are estimating the remodel to be outside of our \$750,000.00 - 1 million budget. They stated to remodel the entire building, it would be closer to 3 million. We have negotiated on making the work flow more accessible for the public and for staff, so they will work to achieve those goals first. Wold Architect & Engineers stated they would complete the bid documents and redesign plans at the end of this year.

- Request approval for architectural redesign of City Hall with Wold Architect & Engineers in the amount of \$60,000. Chairman Begley motioned to approve the payment for the redesign of City Hall in the amount of \$60,000, seconded by Alderman Bylut. On a voice note, the motion passed unanimously.
- Request approval for McCloud Aquatics to treat for Algae/Chara at Lake Katherine with Public Works and Lake Katherine splitting the cost 50/50 in the amount of \$10,663.56. Chairman Begley motioned to approve McCloud Aquatics to treat Lake Katherine, splitting the cost 50/50 in the amount \$10,663.56, seconded by Alderman Lewandowski. On a voice note, the motion passed unanimously. – **AGENDA**
- Request approval with CNC Lawn Care for the 2023 Maintenance Contract servicing the Art Park, Raised Planters, and Plant Beds for the months of April through October for \$2,845.00 per month equaling a total amount of \$19,915.00. Chairman Begley motioned to approve the CNC Lawn Care Maintenance Contract equaling a total of \$19,915.00, seconded by Alderman Bylut. On a voice note, the motion passed unanimously. – **AGENDA**
- Request approval with TruGreen for the 2023 Commercial Lawn Service Agreement in the amount of \$19,492.94. Chairman Begley motioned to approve the TruGreen agreement in the amount \$19,492.94, seconded by Alderman Lewandowski. On a voice note, the motion passed unanimously. – **AGENDA**

- **Homer Tree Care Tree Removal:** We contacted Homer Tree Service to see if they maintain their prices, and they stated they would hold their prices because we did competitively bid them. We did business with them last year and we chose to keep them again. The only issue we had with them is emergency work. The cost for an emergency removal or trim is about \$2,500.00.

- Chairman Begley motioned to approve to extend the contract with Homer Tree Care, seconded by Alderman Bylut. On a voice note, the motion passed unanimously.

Adam stated we have finally moved past Phase 1, and are heading into Phase 2 of design engineering of the parking lot at Lake Katherine. The initial project started in this committee, so we wanted to update that it was finally approved.

- Request payment for professional services with Christopher B. Burke Engineering, Ltd for the CalSag Trail (at Lake Katherine) Engineering Services from March 22, 2022 to December 31, 2022 in the amount of \$2,507.42. – **VOUCHER**

**OLD BUSINESS**

Chairman Begley addressed the landscaping in front of Harvest Room again with the committee, so Adam can start to gather prices on basic grass being laid and the removal of the lava rock.

**NEW BUSINESS**

Chairman Begley also addressed the parking lot on 71<sup>st</sup> Court. There were concerns about if this issue should be addressed in this committee and if the home should be removed from the property. Alderman Bylut suggested bringing it to city council so the mayor can assign it to a committee. Chairman Begley mentioned adding more flower baskets to the downtown area over the summer and asked if there was interest in adding more. Adam stated the maintenance on Harlem Avenue is very high right now, and Alderman Bylut stated the amount of flower baskets looked nice last summer, so we can follow last year's flowers plans.

**ADJOURNMENT**

There being no further business, Chairman Begley moved to adjourn, seconded by Alderman Bylut. All in favor. Meeting adjourned at 7:31 p.m.

Respectfully Submitted,  
Morgan Pukula, Recording Secretary