

City of Palos Heights



Municipal Grounds and Property Committee  
Tuesday, September 28, 2021  
Minutes

**1. CALL TO ORDER**

Chairman Begley called the Municipal Grounds and Property Committee meeting to order at 7:00 p.m. at City Hall. In attendance were Chairman Begley, Alderman Lewandowski, Alderman Basso, Alderman Bylut, City Administrator Strohl, and Public Works Director Adam Jasinski. Also in attendance was Anne Girzadas and Linda Schiappa.

**2. APPROVAL OF MINUTES**

Alderman Begley moved to approve the minutes of the Municipal Grounds and Property Committee meeting held on August 24, 2021 seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously.

**3. PUBLIC COMMENT**

Anne Girzadas and Linda Schiappa thanked the City for installing the concrete pad for a new bike rack at Lake Katherine. They also advocated for installing additional racks throughout the City.

**4. DIRECTOR'S REPORT**

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

- Motor Vehicle Update.
- Request approval for installation of double doors and windows at Lake Katherine Nature Center Auditorium in the amount of \$8,900 with Door Authority and \$4,600 with Bella Vita totaling \$13,500.

Alderman Begley motioned to approve installation of double doors and windows at Lake Katherine Nature Center Auditorium in the amount of \$8,900 with Door Authority and \$4,600 with Bella Vita totaling \$13,500, seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously. **AGENDA**

- Request payment approval for two Ford F350 trucks delivered on August 24, 2021 in the amount of \$91,742 to Roesch Ford.

Alderman Begley motioned to approve payment approval for two Ford F350 trucks delivered on August 24, 2021 in the amount of \$91,742 to Roesch Ford, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously. **AGENDA**

- Request declaration of the following vehicles as surplus and the approval to sell on I-BID:
  - 1996 Ford F250 - VIN 1FTHF25HXTEA80474
  - 2011 Chevrolet Tahoe - VIN 1GNSK2E05BR283105
  - 2003 International Dump Truck – VIN 1HTWDAAR73J050106

- 2003 International Dump Truck – VIN 1HTWDAAR53J050105
- Alderman Begley motioned to approve declaration of the following vehicles as surplus and the approval to sell on I-BID:
  - 1996 Ford F250 - VIN 1FTHF25HXTEA80474
  - 2011 Chevrolet Tahoe - VIN 1GNSK2E05BR283105
  - 2003 International Dump Truck – VIN 1HTWDAAR73J050106
  - 2003 International Dump Truck – VIN 1HTWDAAR53J050105

seconded by Alderman Basso. On a voice vote, the motion passed unanimously. **AGENDA**

#### 5. SOUTHWEST CENTRAL DISPATCH ROOF REPLACEMENT

Director Jasinski reported there are roof leaks on the building. We obtained an estimate with Garland through the OMNIA Partners Master Intergovernmental Cooperative Purchasing Agreement (MICPA). He sought a 2<sup>nd</sup> opinion quote from Olssen Roofing and it was confirmed the roof needs replacing and provided a quote of \$73,000.00. Anything over \$70,000.00 we would have to publicly bid unless we use a Cooperative Purchasing Agreement. So, it is recommended to purchase through the Cooperative.

Alderman Bylut motioned to approve replacement of the roof on the Southwest Central Dispatch building through the OMNIA Partners Master Intergovernmental Cooperative Purchasing Agreement (MICPA) #PW1925 with Garland/DBS, Inc. in the amount of \$77,434.00, seconded by Alderman Begley. On a voice vote, the motion passed unanimously. **AGENDA**

#### 6. BIKE PATH VEHICLE STOP BLOCKS

Chairman Begley explained the City has approximately 18 stop blocks on bike paths throughout the City. It is no longer the standard to have a stop block on a path and it is no longer recommended. New safety designs include an island type structure – to deter drivers. The Committee discussed removing some of the stop blocks that are not necessary. Director Jasinski said Public Works can remove the stops in-house or have an outside contractor. The Director’s recommendation would be to perform the removal in-house, but complete the job during slow periods, when staff are not taken away from other duties.

Alderman Begley motioned to approve the improvement of the bike path crossing at the City Hall/Pool Parking driveway to the current American Association of State Highway and Transportation (AASHTO) recommendation by removing 2 bike stops, seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously. **AGENDA**

#### 7. HOLIDAY DECORATIONS AT COMMUNITY PARK

Director Jasinski explained Artistic Design came up with 2 designs. At the August 24 meeting, this Committee selected the “gold” design. This item was scheduled to be considered at City Council, but Artistic Design informed that certain elements were not available and the price would change. Today, we have an updated quote.

The cost is a \$41,757.85 lease for 3 years (with the option to purchase some items for \$1—and other items that can still be leased yearly), plus an additional fee to keep and maintain decorations.

The plan to fund this project was originally:

1/3 Public Arts Commission

1/3 City Budget

1/3 Sponsor

However, Alderman Begley pointed out that all costs would technically come from City funds since we cannot count on sponsorship funding.

Per Director Jasinski, this project will be approximately a \$14,000 investment by the City per year to decorate the park.

Alderman Begley motioned to approve the Artistic Design proposal as set out—and to ask Attorney Tom Brown to write an agreement regarding the proposed funding, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously. **AGENDA**

**8. OLD BUSINESS**

Alderman Bylut discussed street signs. There are very beautiful signs on some streets but not others. There was a plan to gradually replace all signs. Are we going to complete this project? Director Jasinski said the plan came to a halt in 2020. The program can be started again. Alderman Basso suggested we add this in as an annual budgeted item.

**9. NEW BUSINESS**

None.

**10. Adjournment**

There being no further business, Alderman Begley moved to adjourn, seconded by Alderman Basso. All in favor. Meeting adjourned 7:57pm.

Respectfully submitted,

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Margaret Carey, Recording Secretary