

PRESIDENT
Dr. James L. Discipio

VILLAGE MANAGER
Julia A. Cedillo

VILLAGE CLERK
Amanda G. Seidel



TRUSTEES
Scott F. Mesick
Patricia B. Rocco
Michael L. Sheehan
James P. Kucera
Mario J. Fotino
Robert T. Lautner

VILLAGE BOARD WORK SESSION MEETING

Tuesday, JANUARY 14, 2014 – 7:30 P.M.

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Participation (agenda and non-agenda related)**
5. **Public Safety Committee Items**
 - A. Discussion – Turn Out Gear Purchase *Motion: To Approve the purchase of eight new protective gear (pants and coats) at the cost of \$1,559.00 per set, or a total of \$12,472.00, from Paul Conway Shields*
6. **Public Works Committee Items**
 - A. Discussion – 2013 – 2014 Tree Trimming Program *Motion: Approving the Resolution accepting the proposal of A&B Landscaping and Tree Service in the amount of \$36,480 (or \$25,000), and authorize the Village President to execute the necessary contract documents*
 - B. Discussion – LaGrange Road Water Main – Contract Closeout *Motion: Authorize the Village Engineer and Village Attorney to negotiate an agreement with Trine Construction to provide collateral and a method of recourse should sidewalk and apron repair work be necessary in the next ten years*
 - C. Discussion – Change Order – Trine Construction La Grange Road Water Main Project *Motion: Authorize the Change Order to the contract with Trine Construction for the amount of \$2,199.64, and authorize the Village Manager to execute the Change Order dated January 7, 2014*
7. **Finance Committee Items**
 - A. Discussion – Appointment of IMRF Authorized Agent *Motion: To approve a Resolution appointing Emily Rodman as the Village's IMRF Authorized Agent*

VILLAGE BOARD MEETING
Tuesday, JANUARY 14, 2014 – 7:30 p.m.

AGENDA (continued – Page 2)

8. Other Reports:

A. Village Manager

B. Village President

Action - Amendment to Employment Agreement *Motion: Move to Authorize the Village President to execute the Amendment to Employment Agreement*

C. Village Clerk

D. Committee

9. New Business

10. Executive Session

11. Adjourn

Next Village Board Meeting: January 28, 2014

Next Village Work Session Meeting: February 11, 2014



RULES FOR PUBLIC COMMENT

Village Board Work Session Meetings Village Board Meetings

1. Please step up to the microphone before speaking, and announce your name and address before beginning your comments.
2. After announcing your name and address for the record, you will be allowed to speak for three (3) minutes.
3. You may not use profane or obscene language and you may not threaten any person with bodily harm, or engage in conduct which amounts to a threat of physical harm.
4. (a) Agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to agenda items.

(b) Non-agenda-related comments: The Village President reserves the right to disallow comments that are repetitive of comments previously made during the meeting, or comments that do not relate to Village business, Village services or Village governance.
5. The Village of La Grange Park complies with the Americans with Disabilities Act of 1990. If you require accommodations in order to observe or participate in the meeting, please contact Ms. Andy Bagley at (708) 354-0225 between 9:00 and 5:00 before the meeting so that the Village can make reasonable accommodations for you.

Public Safety Committee

Mario Fotino, Chairman

Patricia Rocco

Robert Lautner

Village Board Agenda Memo

Date: January 8, 2014

To: President and Board of Trustees

From: Dean J. Maggos, Director of Fire and Building
Julia Cedillo, Village Manager



Re: Turnout Gear Purchase

GENERAL BACKGROUND:

The Fire Department is continuing with their budgeted program to replace several sets of structural firefighting turnout gear on an annual basis. The goal of the program is to replace each firefighter's gear approximately every seven years, with some adjustments made depending upon wear and tear of a particular individual's gear, as some firefighters are more active than others.

In the last several years, the fire department conducted extensive research of various vendors of such turnout gear in regards to pricing, quality, options and safety. Although we have used the same specifications and vendor for the past several years, we faced some difficulty with our vendor during our last purchase, as the vendor went out of business after our order was placed. This created delays and some other issues regarding sizing in following up with the manufacturer.

As such, we obtained a sample set of gear from a new vendor and new manufacturer for review and evaluation this year, different from the past, but which most closely met our specs from recent years. We also obtained a quote for this gear, and a number of quotes from other vendors/manufacturers, who can provide gear somewhat similar to our specs. It should be noted that not all are exactly the same, as there are minor differences in weight, stitching, available options, and available materials, etc.

The following is a summary of the quotes received.

<u>Vendor</u>	<u>Manufacturer</u>	<u>Style</u>	<u>Cost per set</u>
Air One Equipment	Honeywell	PBI Max	\$2,220.00
MES	Globe	GXCEL Armor	1,795.00
Air One Equipment	Honeywell	Advance	1,750.00
MES	Globe	GXCEL Vantage	1,730.00
MES	Cairns	Reaxtion	1,680.00
Paul Conway Shields	Cairns	Reaxtion	1,559.00
EES	LION	Super-Deluxe	1,499.00

Based upon a review of the quotes, and an evaluation of the gear and various manufacturers, we have decided to recommend a purchase of turnout gear manufactured by Cairns, from the vendor Paul Conway Shields.

The purchase is being brought to the Village Board as the price exceeds \$10,000.00, which will pay for the purchase of eight complete sets of protective gear (trousers and coats). The total price is \$12,472.00, which is slightly more than the \$12,226.00 we have budgeted for in our Capital Projects budget for such purchase. The turnout gear being purchased meets the current standards of the National Fire Protection Association for Protective Garments for Structural Firefighting; Standard 1971.

RECOMMENDATION:

Staff recommends the purchase of eight sets of new protective gear (pants and coats), at the cost of \$1,559.00 per set, or a total of \$12,472.00, from Paul Conway Shields, located in New Berlin, Wisconsin.

ACTION REQUESTED:

Discussion regarding the purchase of new structural firefighting turnout gear, to be presented for final consideration and approval at the Village Board Meeting of January 28, 2014.

Motion to approve the purchase of eight sets of new protective gear (pants and coats), at the cost of \$1,559.00 per set, or a total of \$12,472.00, from Paul Conway Shields.

DOCUMENTATION:

- Paul Conway Shields Quote for Cairns Structural Firefighting Turnouts - \$1,559.00 per set
- Specifications for Cairns Structural Firefighting Turnouts
- Copies of Quotes from other vendors and manufacturers

Quote

Paul Conway Shields
14100 W. Cleveland Ave.
New Berlin, WI 53151
dkosir@paulconwayshields.com
(708) 238-9374

Order Number:
Quote Date: 12/04/2013
Salesperson: DWK
Customer Name:

Quoted To:
LaGrange Park FD
Attn: Steve Norvillas

Customer P.O.	Ship VIA FED-G	F.O.B New Berlin, WI	Terms Net 10
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Item Number	Unit	Quoted	Amount
Stock Program	Cairns Reaction Coat	1	\$902.00 ea
Stock Program	Cairns Reaction Pants	1	\$657.00 ea

Thank You!
www.paulconwayshields.com

Freight: TBD
Quote Total: \$1,559.00

Coat Spec:

7oz Black PCA Advance Out shell
Aralite SL2 thermal liner
Crosstech black moisture barrier
NYC L/Y Triple Trim
Hanging Letter Patch (LGPK on patch) bottom of coat
D-Ring on self patch (advise location)
Radio pocket (advise location & size)
Self mic strap above radio pocket
Antenna notch (advise location)
Self mic strap (advise location)
Kevlar back 2x9x8 semi expansion pockets
Nomex hand & wrist guards
Dragonhide reinforced cuffs
Embroidered American Flag
Survivor flashlight holder opposite radio pocket
Take-up straps

Pants Spec:

7oz Black PCA Advance outer shell
Aralite SL2 thermal liner
Crosstech black moisture barrier
3" L/Y triple trim around cuffs
Expansion pockets lined w/ Kevlar twill
Dragonhide knees
Silizone padded knees
Dragonhide cuffs

Steve Norvilas

From: Granath, Pamela <pgranath@mesfire.com>
Sent: Tuesday, December 17, 2013 7:39 AM
To: Steve Norvilas
Cc: Granath, Pamela
Subject: Cairns Reaction Gear 2013 Quote

Steve,

Good Morning! For the listed options below on the Cairns Reaction gear, I have added your price for both the coat and the pants. These prices are good through February 28, 2014.

Thank you,

Pam Granath

Sales Representative
Municipal Emergency Services
Office: 800-322-8402
Mobile: 630-863-3417
Fax: 800-886-3397
pgranath@mesfire.com
<http://www.mesfire.com>



MUNICIPAL EMERGENCY SERVICES

124 East First St. * Deer Creek, IL * 61733

From: Steve Norvilas [<mailto:snorvilas@lagrangepark.org>]
Sent: Monday, December 16, 2013 12:25 PM
To: Granath, Pamela
Subject: RE: La Grange Park Gear_Armor_Dec 2013.xls

Do you sell Cairns Reaction as well? If so looking for a price with the following stuff

Coat Spec...\$975.00
7oz Black PCA Advance Out shell
Aralite SL2 thermal liner
Crosstech black moisture barrier
NYC L/Y Triple Trim
Hanging Letter Patch (LGPK on patch) bottom of coat
D-Ring on self patch (advise location)
Radio pocket (advise location & size)
Self mic strap above radio pocket
Antenna notch (advise location)
Self mic strap (advise location)
Kevlar back 2x8x8 semi expansion pockets
Nomex hand & wrist guards
Dragonhide reinforced cuffs

Embroidered American Flag
Survivor flashlight holder opposite radio pocket
Take-up straps

Pants Spec...\$705.00

7oz Black PCA Advance outer shell
Arelite SL2 thermal liner
Crosstech black moisture barrier
3" LY triple trim around cuffs
Expansion pockets lined w/ Kevlar twill
Dragonhide knees
Silicone padded knees
Dragonhide cuffs

From: Granath, Pamela [<mailto:pgranath@mesfire.com>]
Sent: Friday, December 06, 2013 2:56 PM
To: Steve Norvilas
Cc: Granath, Pamela
Subject: La Grange Park Gear_Armor_Dec 2013.xls

Steve,

Here is the quote for the Globe XCEL gear using Armor as the outer shell.

Thank you,

Pam Granath
MES-Illinois

630-863-3417 Cell
800-886-3397 Fax



Air One Equipment, Inc.
 360 Production Drive, South Elgin IL 60177
 Telephone: (847) 289-9000
 Fax: (847) 289-9001

Quotation

TO: LaGRANGE PARK FIRE DEPARTMENT
447 NORTH CATHERINE AVENUE
LaGRANGE PARK, IL 60526

Date: 12/16/13

ATTN: STEVE NORVILAS

REF: HONEYWELL

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below.

Qty	Part Number	Description	Each	Extended
1	AIRONE95	HONEYWELL ADVANCE TAILS BLACK	\$1,035.00	\$1,035.00
1	AIRONE96	HONEYWELL ADVANCE PANTS BLACK	\$715.00	\$715.00
1	AIRONE97	HONEYWELL PBI MAX TAILS BLACK	\$1,315.00	\$1,315.00
1	AIRONE98	HONEYWELL PBI MAX PANTS BLACK	\$905.00	\$905.00
			Total	\$3,970.00

By: _____
Air One Equipment, Inc.



124 East First Street, Deer Creek, IL 61733

Tele: 800.322.8402 - Fax 800.650.3473

TO: La Grange Park F.D.

DATE December 6, 2013
 QUOTE Globe Gear - Armor
 TERMS NET 30 DAYS
 F.O.B. SHIPPING POINT

ATTENTION: Steve Norvilas

ITEM	QTY	PART #	UOM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	8	D3455G	ea	Globe GXCEL Coat, Black	\$1,020.00	\$8,160.00
				Outer Shell - Armor 7.0; 50% Kevlar/50% Kevlar/Nomex Mix (3 year warranty)		\$0.00
				Moisture Barrier - Black Crosstech (3.5 yr warranty)		\$0.00
				Thermal Liner - Glide Gold		\$0.00
				NYC 3" L/Y TripleTrim		\$0.00
				"LGPK" L/Y 3" Scotchlite Center Back		\$0.00
				7C Hook n Dee Closure		\$0.00
				Std Pockets with hand warmers		\$0.00
				13PK Radio Pocket - Left or Right Chest		\$0.00
				Self Mic Strap - Left & Right Inside Collar		\$0.00
				Std Wristers		\$0.00
				Dragonhide reinforced cuffs		\$0.00
2	8	E3455G	ea	Globe GXCEL Pant, Black	\$775.00	\$6,200.00
				Outer Shell - Armor 7.0; 50% Kevlar/50% Kevlar/Nomex Mix (3 year warranty)		\$0.00
				Moisture Barrier - Black Crosstech (3.5 yr warranty)		\$0.00
				Thermal Liner - Glide Gold		\$0.00
				3" L/Y TripleTrim around cuffs		\$0.00
				Std Closure		\$0.00
				Std Side Pockets		\$0.00
				Std Padded Rip Cord Suspenders		\$0.00
				Dragonhide reinforced cuffs		\$0.00
				Dragonhide reinforced knees		\$0.00
				Silizone Padded Knees		\$0.00
						\$0.00
						\$0.00
						\$0.00
						\$0.00
				Limetime Warranty - Trim, Stitching, Velcro and Hardware		\$0.00
						\$0.00
						\$0.00
						\$0.00
TOTAL						\$14,360.00

Valid for 60 days from Date of Quotation

Pam Granath
 Cell 630-863-3417 * Fax 800-886-3397

ORIGINAL



124 East First Street, Deer Creek, IL 61733

Tele: 800.322.8402 - Fax 800.650.3473

TO: La Grange Park F.D.

DATE December 6, 2013
 QUOTE Globe Gear - Armor
 TERMS NET 30 DAYS
 F.O.B. SHIPPING POINT

ATTENTION: Steve Norvilas

ITEM	QTY	PART #	UOM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	8	D3855G	ea	Globe GXCEL Coat, Black	\$990.00	\$7,920.00
				Outer Shell - Vantage 7.8; 40% Kevlar; 30% Nomex; 30% Basofil		\$0.00
				Moisture Barrier - Black Crosstech (3.5 yr warranty)		\$0.00
				Thermal Liner - Glide Gold		\$0.00
				NYC 3" L/Y TripleTrim		\$0.00
				"LGPK" L/Y 3" Scotchlite Center Back		\$0.00
				7C Hook n Dee Closure		\$0.00
				Std Pockets with hand warmers		\$0.00
				13PK Radio Pocket - Left or Right Chest		\$0.00
				Self Mic Strap - Left & Right Inside Collar		\$0.00
				Std Wristers		\$0.00
				Dragonhide reinforced cuffs		\$0.00
2	8	E3855G	ea	Globe GXCEL Pant, Black	\$740.00	\$5,920.00
				Outer Shell - Vantage 7.8; 40% Kevlar; 30% Nomex; 30% Basofil		\$0.00
				Moisture Barrier - Black Crosstech (3.5 yr warranty)		\$0.00
				Thermal Liner - Glide Gold		\$0.00
				3" L/Y TripleTrim around cuffs		\$0.00
				Std Closure		\$0.00
				Std Side Pockets		\$0.00
				Std Padded Rip Cord Suspenders		\$0.00
				Dragonhide reinforced cuffs		\$0.00
				Dragonhide reinforced knees		\$0.00
				Silizone Padded Knees		\$0.00
						\$0.00
						\$0.00
						\$0.00
				Limetime Warranty - Trim, Stitching, Velcro and Hardware		\$0.00
						\$0.00
						\$0.00
						\$0.00
TOTAL						\$13,840.00

Valid for 60 days from Date of Quotation

Pam Granath
 Cell 630-863-3417 * Fax 800-886-3397

ORIGINAL

Public Works Committee

Scott Mesick, Chairman

Michael Sheehan

Mario Fotino

VILLAGE BOARD AGENDA MEMO

Date: 01/03/2014

To: Village President and Board of Trustees

From: Brendan McLaughlin, Director of Public Works *BSM*
Julia Cedillo, Village Manager *JC*

Re: 2013 - 2014 Tree Trimming Program

GENERAL BACKGROUND

The area of the Village scheduled for tree trimming this year is the section located East of Kemman to Maple Avenue, and South of 26th to 31st Street. This area has not been trimmed in 7 years and includes approximately 694 trees which are over 7" dbh. *This figure does not include the trimming of any Ash trees.*

Bid specifications were prepared, and a Request for Proposal was published in the December 18, 2013, Suburban Life newspaper. *Bid packets were also sent out to twelve contractors.* A bid opening was held on January 3, 2014, at 9:30am. The following proposals were received:

<u>Contractor</u>	<u>Bid Amount</u>
A & B Landscaping & Tree Service	\$ 36,480
Winkler's Tree & Landscaping	\$ 42,598
The Davey Tree Expert Company	\$ 135,280

\$25,000 is budgeted in the Public Works Budget – Trimming & Removal (#01-44-3-322) for the tree trimming program. The low bid is \$11,480 higher than the amount budgeted. To reduce the number of trees trimmed to fit within the amount budgeted, 10 of the 30 blocks would have to be eliminated from this cycle. Based on this funding level, tree trimming would shift to be 20 blocks per year. With roughly 184 blocks in the Village, that would put the Village on a nine year cycle for parkway tree trimming.

Rather than reduce the number of trees to be trimmed, if the Village Board prefers, the Village can accept the lowest bid and close the shortfall through available monies in other Public Works accounts. Staff was able to identify available funds for this shortfall in two accounts: Vehicle Maintenance and Repair Services (#01-44-3-300), and Equipment Maintenance and Repair Services (#01-44-3-302). To date, expenditures in those two accounts are trending less than what was budgeted.

MOTION ACTION REQUESTED

Motion approving the Resolution accepting the proposal of A&B Landscaping and Tree Service in the amount of \$36,480 (or \$25,000), and authorize the Village President to execute the necessary contract documents.

RECOMMENDATION

Staff recommends accepting the lowest bid from A&B Landscaping and Tree Service in the amount of \$36,480, and authorize the Village President to execute the necessary contract documents.

DOCUMENTATION

- Resolution Approving Proposal/Contract for 2013-2014 Tree Trimming Program

RESOLUTION NO. ____

**RESOLUTION ACCEPTING PROPOSAL/CONTRACT FOR
2013-2014 Tree Trimming Program**

WHEREAS, it is necessary for parkway trees in the Village to be trimmed; and

WHEREAS, the Village has prepared a "Request for Proposal" which outlined the work to be performed in this program, and a bid opening was held on January 3, 2014; and

NOW, THEREFORE BE IT HEREBY RESOLVED, by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois, as follows:

1. That the Village of La Grange Park hereby accepts the proposal of **A&B LANDSCAPING AND TREE SERVICE** in the amount of \$36,480.00.
2. The Village President is hereby authorized to execute a contract with **A&B LANDSCAPING AND TREE SERVICE**.
3. The Village Manager is authorized and directed to take such further actions, as necessary and appropriate to implement, administer and enforce this Resolution.

ADOPTED BY THE PRESIDENT AND THE BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this _____ day of January 2014.

YES:

NOS:

ABSENT:

Approved this ____ day of January 2014.

Dr. James L. Discipio, Village President

ATTEST: _____
Amanda Seidel
Village Clerk

APPROVED AS TO FORM-
VILLAGE ATTORNEY – Format Previously Approved

VILLAGE BOARD AGENDA MEMO

Date: 01/07/2014

To: Village President and Board of Trustees

From: Paul Flood, Village Engineer
Brendan McLaughlin, Director of Public Works *BSM*
Julia Cedillo, Village Manager *JC*

Re: La Grange Road Water Main – Contract Closeout

GENERAL BACKGROUND

Trine Construction completed the installation of a new water main on La Grange Road under contract with the Army Corps of Engineers this summer. In an effort to close-out the contract, one issue remains open. The results of the compaction testing for the stone over the water main and below the sidewalk in certain areas were slightly outside of allowable standards (88% compaction vs. ACOE standard of 90%).

There may or may not be a problem associated with the compaction. Time will tell if the base compaction holds up or if it will result in settling of the sidewalks in that area. At this time, the Army Corps and Trine would like to close-out their contract, but recognizes the compaction issue remains.

Short of removing segments of the sidewalk and re-compacting the stone, there is no practical solution at this time. As a result, it is recommended that a legal document be drawn and monies deposited so that the repairs can be made should the sidewalks fail over the next ten years.

MOTION ACTION REQUESTED

Motion authorizing the Village Engineer and Village Attorney to negotiate an agreement with Trine Construction to provide collateral and a method of recourse should sidewalk repair work be necessary in the next ten years. A final agreement will come back to the Village Board for approval.

RECOMMENDATION

Staff recommends negotiating an agreement with Trine Construction to reserve our rights to have repairs completed should they become necessary due to compaction issues.

VILLAGE BOARD AGENDA MEMO

Date: 01/08/2014

To: President & Board of Trustees

From: Brendan McLaughlin, Director of Public Works *BTM*
Julia Cedillo, Village Manager *JCC*

Re: **Change Order – Trine Construction**
LaGrange Road Water Main Project

GENERAL BACKGROUND

This agenda item is a request that the Village Board authorize a change order to the Contract with Trine Construction Corporation to reflect reductions in the sidewalk removal and replacement line item, and increases in the driveway and supplemental watering line items.

Attached is a Change Order dated January 7, 2014, from Hancock Engineering outlining the net change of \$2,199.64.

MOTION / ACTION REQUESTED:

Motion authorizing the Change Order to the contract with Trine Construction for the amount of \$2,199.64, and authorize the Village Manager to execute the Change Order dated January 7, 2014.

STAFF RECOMMENDATION:

Staff recommends approval of the Change Order.

DOCUMENTATION:

- Change Order dated January 7, 2014

CHANGE ORDER

Change Order No. 1

Date: January 7, 2014

PROJECT: **LaGrange Road COE Water Main Restoration**

OWNER: Village of LaGrange Park

CONTRACTOR: Trine Construction Corporation

The new item (No. 5) outlined below will be added to the contract for additional watering due to unusually hot and dry weather conditions, as authorized by the Village's Public Works Department for the referenced project, and is hereby made a part of the CONTRACT DOCUMENTS:

BALANCING QUANTITIES FOR CONTRACT ITEMS:

No.	Item	Quantity	Unit	Unit Price	Total Amount
3.	Sidewalk Removal and Replacement	-1,588.00	SqFt	6.05	(9,607.40)
4.	Driveway Pavement Removal and Replacement	71	SqYd	55.00	3,905.00
5.	Additional Supplemental Watering		L.S.	7,902.04	<u>7,902.04</u>
NET CHANGE					\$ 2,199.64

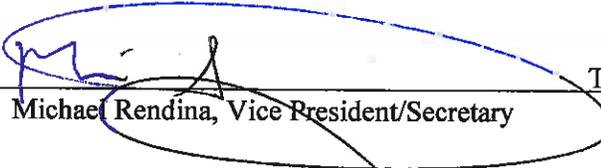
Change to CONTRACT AMOUNT:

Original CONTRACT AMOUNT	\$	88,812.50
Net change to CONTRACT AMOUNT by previously authorized Change Orders	\$	0.00
Change to the CONTRACT AMOUNT authorized by this Change Order	\$	<u>2,199.64</u>
CONTRACT AMOUNT including this Change Order	\$	91,012.14

Change to CONTRACT TIME: None

Approvals Required:

By Engineer:  Edwin Hancock Engineering Co.
Paul E. Flood, Senior Vice President

By Contractor:  Trine Construction Corporation
Michael Rendina, Vice President/Secretary

By Owner: Village of LaGrange Park, Illinois
Julia Cedillo, Village Manager

CHANGE ORDER

Change Order No. 1
Date: January 7, 2014

PROJECT: **LaGrange Road COE Water Main Restoration**

OWNER: Village of LaGrange Park

CONTRACTOR: Trine Construction Corporation

The new item (No. 5) outlined below will be added to the contract for additional watering due to unusually hot and dry weather conditions, as authorized by the Village's Public Works Department for the referenced project, and is hereby made a part of the CONTRACT DOCUMENTS:

BALANCING QUANTITIES FOR CONTRACT ITEMS:

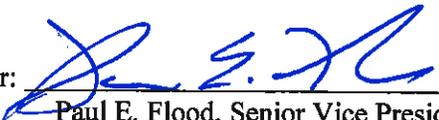
No.	Item	Quantity	Unit	Unit Price	Total Amount
3.	Sidewalk Removal and Replacement	-1,588.00	SqFt	6.05	(9,607.40)
4.	Driveway Pavement Removal and Replacement	71	SqYd	55.00	3,905.00
5.	Additional Supplemental Watering	1	L.S.	7,902.04	<u>7,902.04</u>
NET CHANGE					\$ 2,199.64

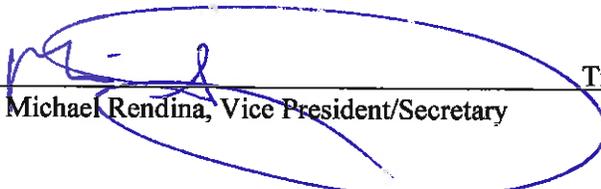
Change to CONTRACT AMOUNT:

Original CONTRACT AMOUNT	\$	88,812.50
Net change to CONTRACT AMOUNT by previously authorized Change Orders	\$	0.00
Change to the CONTRACT AMOUNT authorized by this Change Order	\$	<u>2,199.64</u>
CONTRACT AMOUNT including this Change Order	\$	91,012.14

Change to CONTRACT TIME: None

Approvals Required:

By Engineer:  Edwin Hancock Engineering Co.
Paul E. Flood, Senior Vice President

By Contractor:  Trine Construction Corporation
Michael Rendina, Vice President/Secretary

By Owner: Village of LaGrange Park, Illinois
Julia Cedillo, Village Manager

CHANGE ORDER

Change Order No. 1

Date: January 7, 2014

PROJECT: **LaGrange Road COE Water Main Restoration**

OWNER: Village of LaGrange Park

CONTRACTOR: Trine Construction Corporation

The new item (No. 5) outlined below will be added to the contract for additional watering due to unusually hot and dry weather conditions, as authorized by the Village's Public Works Department for the referenced project, and is hereby made a part of the CONTRACT DOCUMENTS:

BALANCING QUANTITIES FOR CONTRACT ITEMS:

No.	Item	Quantity	Unit	Unit Price	Total Amount
3.	Sidewalk Removal and Replacement	-1,588.00	SqFt	6.05	(9,607.40)
4.	Driveway Pavement Removal and Replacement	71	SqYd	55.00	3,905.00
5.	Additional Supplemental Watering	1	L.S.	7,902.04	<u>7,902.04</u>
NET CHANGE					\$ 2,199.64

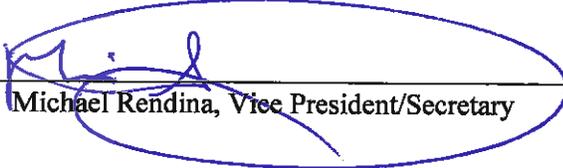
Change to CONTRACT AMOUNT:

Original CONTRACT AMOUNT	\$	88,812.50
Net change to CONTRACT AMOUNT by previously authorized Change Orders	\$	0.00
Change to the CONTRACT AMOUNT authorized by this Change Order	\$	<u>2,199.64</u>
CONTRACT AMOUNT including this Change Order	\$	91,012.14

Change to CONTRACT TIME: None

Approvals Required:

By Engineer:  Edwin Hancock Engineering Co.
Paul E. Flood, Senior Vice President

By Contractor:  Trine Construction Corporation
Michael Rendina, Vice President/Secretary

By Owner: Julia Cedillo, Village Manager Village of LaGrange Park, Illinois

Finance Committee

Patricia Rocco, Chairwoman

Scott Mesick

James Kucera

Village Board Agenda Memo

Date: January 8, 2014

To: Finance Committee Chair Patricia Rocco
President & Board of Trustees

From: Pierre Garesché, Finance Director *P.G.*
Julia Cedillo, Village Manager *J.C.*

Re: **Appointment of IMRF Authorized Agent**

GENERAL BACKGROUND:

The Village of La Grange Park participates in the Illinois Municipal Retirement Fund (IMRF). Our participation is required by state law. IMRF is the pension plan covering all our full-time employees other than police officers.

As part of our participation in IMRF the Village is required to appoint an Authorized Agent. This individual, who is an employee of the Village, represents the Village with IMRF and is responsible for administering all of IMRF's various rules and regulations within the Village organization. A list of the various powers and duties is attached to this memo.

The position of Authorized Agent is currently held by our Finance Director, Pierre Garesche. With his impending retirement we are recommending that the Village Board appoint our Assistant Village Manager, Emily Rodman, as the new Authorized Agent. It is our expectation that in a few months, once the new Finance Director is settled into the position, we will once again come before the Board to ask that the new Finance Director be appointed as the Village's Authorized Agent. However, for the time being it is important that we plan for the period of time immediately before and after the current Finance Director's retirement.

MOTION/ACTION REQUESTED:

"I move that the Board approve the accompanying Resolution appointing Emily Rodman as the Village's IMRF Authorized Agent."

STAFF RECOMMENDATION:

We recommend the resolution be approved at the January 28, 2014 board meeting.

DOCUMENTATION:

Resolution Appointing an IMRF Authorized Agent
Powers and Duties of an Authorized Agent

RESOLUTION NUMBER _____

**RESOLUTION APPOINTING AN
IMRF AUTHORIZED AGENT**

WHEREAS, the Village of La Grange Park must, by state law, participate in the Illinois Municipal Retirement Fund (IMRF); and

WHEREAS, as part of the law the Village must appoint an Authorized Agent to act as the Village's representative for working with IMRF;

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of La Grange Park, Cook County, Illinois as follows:

SECTION ONE: The Assistant Village Manager, Emily B. Rodman, is hereby appointed to be the IMRF Authorized Agent for the Village of La Grange Park.

SECTION TWO: The Authorized Agent appointed herein is authorized to file a petition for nomination of an executive trustee of IMRF and is authorized to cast a ballot for election of an executive trustee of IMRF.

SECTION THREE: This appointment shall become effective on January 31, 2014.

ADOPTED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of La Grange Park, Cook County, Illinois this 28th day of January, 2014.

YES:

NO:

ABSENT:

Approved this 28th day of January, 2014.

Dr. James L. Discipio, Village President

ATTEST: _____
Amanda G. Seidel, Village Clerk

**2.31
Powers and Duties of an
Authorized Agent as
specified by the Illinois
Pension Code**

**The duties of an authorized agent as they appear in the Illinois Pension Code:
(40 ILCS 5/7-135)**

Sec. 7-135. Authorized Agents

- (a) Each participating municipality and participating instrumentality shall appoint an authorized agent who shall have the powers and duties set forth in this section. In absence of such appointment, the duties of the authorized agent shall devolve upon the clerk or secretary of the municipality or instrumentality and in the case of township school trustees upon the township school treasurer. In townships the authorized agent shall be the township supervisor.
- (b) The authorized agent shall have the following powers and duties:
 - 1) To certify to the fund whether or not a given person is authorized to participate in the fund;
 - 2) To certify to the fund when a participating employee is on a leave of absence authorized by the municipality;
 - 3) To request the proper officer to cause employee contributions to be withheld from earnings and transmitted to the fund;
 - 4) To request the proper officer to cause municipality contributions to be forwarded to the fund promptly;
 - 5) To forward promptly to all participating employees any communications from the fund for such employees;
 - 6) To forward promptly to the fund all applications, claims, reports and other communications delivered to him or her by participating employees;
 - 7) To perform all duties related to the administration of this retirement system as requested by the fund and the governing body of his or her municipality.

**2.32
General Powers and Duties
explained**

The general powers and duties are as follows:

- 1. To determine and certify to IMRF which employees are covered by IMRF (see Section 3 for coverage).
- 2. To see that proper IMRF member contributions are withheld from employees' earnings (see Section 4 for withholding procedures).
- 3. To complete payroll reports and promptly forward IMRF member and employer contributions to IMRF (see Section 4 for reporting procedures).
- 4. To promptly forward all communications directed to members and beneficiaries by IMRF, including:
 - (a) Member ballots for employee trustees
 - (b) Member statements of account
 - (c) Leaflets, bulletins, and other informational material.
- 5. To keep the governing body informed regarding:
 - (a) Employer contribution rates and funds required to meet participation costs
 - (b) Employer accounts receivable and other charges
 - (c) Matters requiring governing body approval as well as the general administration of IMRF.
- 6. To assist members in filing participation papers (see Section 6), and applications for retirement pensions and other benefits and to assist members' beneficiaries in filing applications for survivor's benefits (see Section 5).
- 7. To perform other administrative duties in connection with IMRF, such as:
 - (a) Answering members' questions, including questions about annual member statements, and if necessary, assist them in communicating with IMRF.
 - (b) Carefully reviewing the annual statements of employer account issued by IMRF and reconciling them with the unit of government's records.

President's Report

Village Board Agenda Memo

Date: January 3, 2014
To: Village Board of Trustees
From: Jim Discipio, Village President
RE: Amendment to Employment Agreement

GENERAL BACKGROUND:

The Village Board met in executive session, reviewed the performance of the Village Manager following the completion of second full year of employment with the Village of La Grange Park, and determined that an adjustment to the employment agreement was warranted.

Included with this memorandum is an amendment to the employment agreement consistent with the Village Board's determination. The amendment includes an adjustment to the annual salary and three additional vacation days.

MOTION / ACTION REQUESTED:

Motion: Move to authorize the Village President to execute the Amendment to Employment Agreement.

DOCUMENTATION:

- Amendment to Employment Agreement

AMENDMENT
TO EMPLOYMENT AGREEMENT

THIS AMENDMENT TO EMPLOYMENT AGREEMENT made and entered into this 14th day of January, 2014, by and between the Village of La Grange Park, State of Illinois, a municipal corporation (sometimes referred to herein as "EMPLOYER") and Julia Cedillo ("EMPLOYEE").

WITNESSETH:

WHEREAS, EMPLOYER and EMPLOYEE have previously entered into an EMPLOYMENT AGREEMENT dated July 26, 2011, amended on March 12, 2013, and

WHEREAS, it is the desire of EMPLOYER and EMPLOYEE to amend certain provisions of said EMPLOYMENT AGREEMENT, following the completion of the EMPLOYEE'S second year of employment, and,

WHEREAS, it is the desire of the President and Board to secure and retain the services of EMPLOYEE and to provide inducement for her to remain in such employment, and

WHEREAS, EMPLOYEE desires to continue to be employed as Village Manager of the Village of La Grange Park, Illinois,

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree that the EMPLOYMENT AGREEMENT dated July 26, 2011, shall be amended as follows:

1. SALARY. Section 3 of the EMPLOYMENT AGREEMENT shall be amended to provide for a base salary of One Hundred Twenty Six Thousand Three Hundred Ninety Five Dollars (\$126,395).
2. VACATION. Section 5 of the EMPLOYMENT AGREEMENT shall be amended to provide for 1.5 vacation days for each completed month of service.
3. EFFECTIVE DATE. It is understood and intended by this AMENDMENT TO EMPLOYEE AGREEMENT that said amendments shall be in full force and effect as of the anniversary date of the EMPLOYEE which is July 26, 2013.
4. REMAINING PROVISIONS UNAFFECTED. All other provisions of the EMPLOYMENT AGREEMENT not amended by this AMENDMENT TO EMPLOYMENT AGREEMENT shall remain in full force and effect.

EMPLOYER:

Village of La Grange Park, Illinois

By: _____
Village President

EMPLOYEE:

Julia Cedillo

Attest: _____
Village Clerk

Items of Interest

VILLAGE OF LA GRANGE PARK
La Grange Park Village Hall, 447 N. Catherine Ave., La Grange Park, Illinois

WCMC Legislative Breakfast
Rosemont, IL

Saturday, February 8, 2014
8:30 am - noon

Fire Dept. Annual Dinner
Via Bella Restaurant, Countryside

Saturday, February 8, 2014
6:30 pm - midnight

2014 MEETINGS REMINDER

January 28, 2014	Village Board Meeting	7:30 p.m.	Village Hall
February 11, 2014	Work Session Meeting	7:30 p.m.	Village Hall
February 25, 2014	Village Board Meeting	7:30 p.m.	Village Hall
March 11, 2014	Work Session Meeting	7:30 p.m.	Village Hall
March 25, 2014	Village Board Meeting	7:30 p.m.	Village Hall
April 8, 2014	Work Session Meeting	7:30 p.m.	Village Hall
April 22, 2014	Village Board Meeting	7:30 p.m.	Village Hall
May 13, 2014	Work Session Meeting	7:30 p.m.	Village Hall
May 27, 2014	Village Board Meeting	7:30 p.m.	Village Hall
June 10, 2014	Work Session Meeting	7:30 p.m.	Village Hall
June 24, 2014	Village Board Meeting	7:30 p.m.	Village Hall
July 8, 2014	Work Session Meeting	7:30 p.m.	Village Hall
July 22, 2014	Village Board Meeting	7:30 p.m.	Village Hall
August 12, 2014	Work Session Meeting	7:30 p.m.	Village Hall
August 26, 2014	Village Board Meeting	7:30 p.m.	Village Hall
September 9, 2014	Work Session Meeting	7:30 p.m.	Village Hall
September 23, 2014	Village Board Meeting	7:30 p.m.	Village Hall
October 14, 2014	Work Session Meeting	7:30 p.m.	Village Hall
October 28, 2014	Village Board Meeting	7:30 p.m.	Village Hall
November 11, 2014	Work Session Meeting	7:30 p.m.	Village Hall
November 25, 2014	Village Board Meeting	7:30 p.m.	Village Hall
December 9, 2014	Work Session Meeting	7:30 p.m.	Village Hall