

**VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
VILLAGE BOARD MEETING MINUTES
Tuesday March 7, 2017**

1. CALL TO ORDER

President Krienke called the Village Board meeting to order at 6:30 PM on Tuesday, March 7, 2017.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

President Krienke called for Roll: Present: Trustees Baxter, Gustafson, Mallicoat, Petty. Absent: Trustees Muradian, Swanson.

4. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

5. PRESIDENT'S REPORT – Dave Krienke

- President Krienke asked Zoning Scott Sanders to bring the Board up to date on meeting with Kluber on the Police Department design revisions (**Attachment 1, 7 pages**).

6. TREASURER'S REPORT – Mark Olson

6.1. Cash Report and Bills. Treasurer Stromquist gave the Treasurer's report. Total expenditures submitted for approval on March 7, 2017 are \$153,143.10 from the General Fund. MFT expenditures are \$4,160.27.

6.2. Approval of the Bills. President Krienke entertained a motion to pay the bills. Trustee Petty made the motion; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion to pay the bills approved 4-0-2.

7. CONSENT AGENDA

7.1. Approval of February 21, 2017 Village Board minutes.

President Krienke entertained a motion to approve the Consent Agenda, 7.1. Trustee Mallicoat made the motion; seconded by Trustee Gustafson. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

8. COMMITTEE OF THE WHOLE

8.1. Approval of Ordinance 2017-05, an Ordinance approving Appropriation funds transfer (1st reading). Trustee Gustafson made a motion to waive the 1st reading and make it a final reading; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2. President Krienke entertained a motion to approve 8.1 waiving the 1st reading. Trustee Gustafson made the motion; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

8.2. Approval of Ordinance 2017-06, an Ordinance approving Supplemental Appropriation for 2016 (1st reading). Trustee Gustafson made a motion to waive the 1st reading and make it a final reading; seconded by Trustee Petty. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2. President Krienke entertained a motion to approve 8.2 waiving the 1st reading. Trustee Gustafson made the motion; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

8.3. Approval of Ordinance 2017-07, an Ordinance approving Supplemental Appropriation for 2017 (1st reading). Trustee Gustafson made a motion to amend the supplemental appropriation to appropriate \$149,000 from the CDAP fund as a transfer to the infrastructure fund and appropriate in the infrastructure fund \$699,000 to the Capital Projects fund, plus waive the 1st reading; seconded by Trustee Petty. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2. President Krienke entertained a motion to vote on the original motion as amended and waiving the 1st reading. Trustee Gustafson made the motion; seconded by Trustee Petty. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

8.4. Approval of Resolution 2017-R10, a Resolution authorizing the withdrawal from a governmental self-insurance sub-pool and membership in another governmental self-insurance sub-pool and requesting the approval of the Board of Directors of the Intergovernmental Personnel Benefit Cooperative (IPBC) (1st and final reading). President Krienke entertained a motion to approve. Trustee Gustafson made a motion to approve; seconded by Trustee Mallicoat. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

8.5. Approval of Resolution 2017-R05, a Resolution approving an agreement with Fehr-Graham for environmental and engineering services for reconstruction of south frontage road (Final reading). President Krienke entertained a motion to approve. Trustee Petty made a motion to approve at a cost of \$54,074.00; seconded by Trustee Baxter. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

9. OLD BUSINESS

None

10. NEW BUSINESS

- Trustee Gustafson asked for a timeline on the south frontage road project. Engineer Zac Gill stated depending upon the State of Illinois right of way response and the bidding process this may not start until 2018.

11. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

12. EXECUTIVE SESSION (if necessary)

President Krienke entertained a motion to go into executive session at 7:08 PM regarding *personnel 5 ILCS 120/2(1)* and *potential litigation (5 ILCS 120/2(2)(11)* with Village President, Clerk, Trustees and Village Attorney. Trustee Petty made the motion; seconded by Trustee

Gustafson. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

RECONVENE TO OPEN SESSION

President Krienke entertained a motion to go back into open session at 7:28 P.M. Trustee Petty moved; seconded by Trustee Mallicoat to return to open session. Roll Call Vote: Trustees Baxter, Gustafson, Mallicoat, Petty – Yes. Trustees Muradian, Swanson – Absent. Motion approved 4-0-2.

No action was taken in executive session.

13. ADJOURNMENT

There was no further business to be discussed at this Village Board meeting. President Krienke entertained a motion to adjourn the meeting at 7:28 P.M. Trustee Petty made the motion; seconded by Trustee Mallicoat. Voice Call Vote: All Ayes present, no Nays heard. Motion approved 4-0-2.

Christina K. Marks

Christina K. Marks, Village Clerk

APPROVED: March 21, 2017

David A. Krienke
President
Christina K. Marks
Clerk
Mark D. Olson
Treasurer



TRUSTEES
Robert Baxter
Carol Gustafson
Stacy Mallicoat
Kevin Muradian
Susan Petty
Lindsey Swanson

To: President Krienke and Village Trustees
From: Scott L Sanders
Date: March 7, 2017
Re: Update, Police Department Design Revisions

Dave and I spoke with Mike Elliot of Kluber Architects + Engineers regarding our solicitation of a proposal to revise the current Police Department construction documents in an effort to reduce the project budget. To facilitate the discussion, we marked up a current floor plan to indicate potential modifications that might reduce costs while still meeting the needs of the Department (attached). We also reached out to Fehr Graham to request an updated proposal for the necessary Civil design services (site, grading, utility, and landscaping).

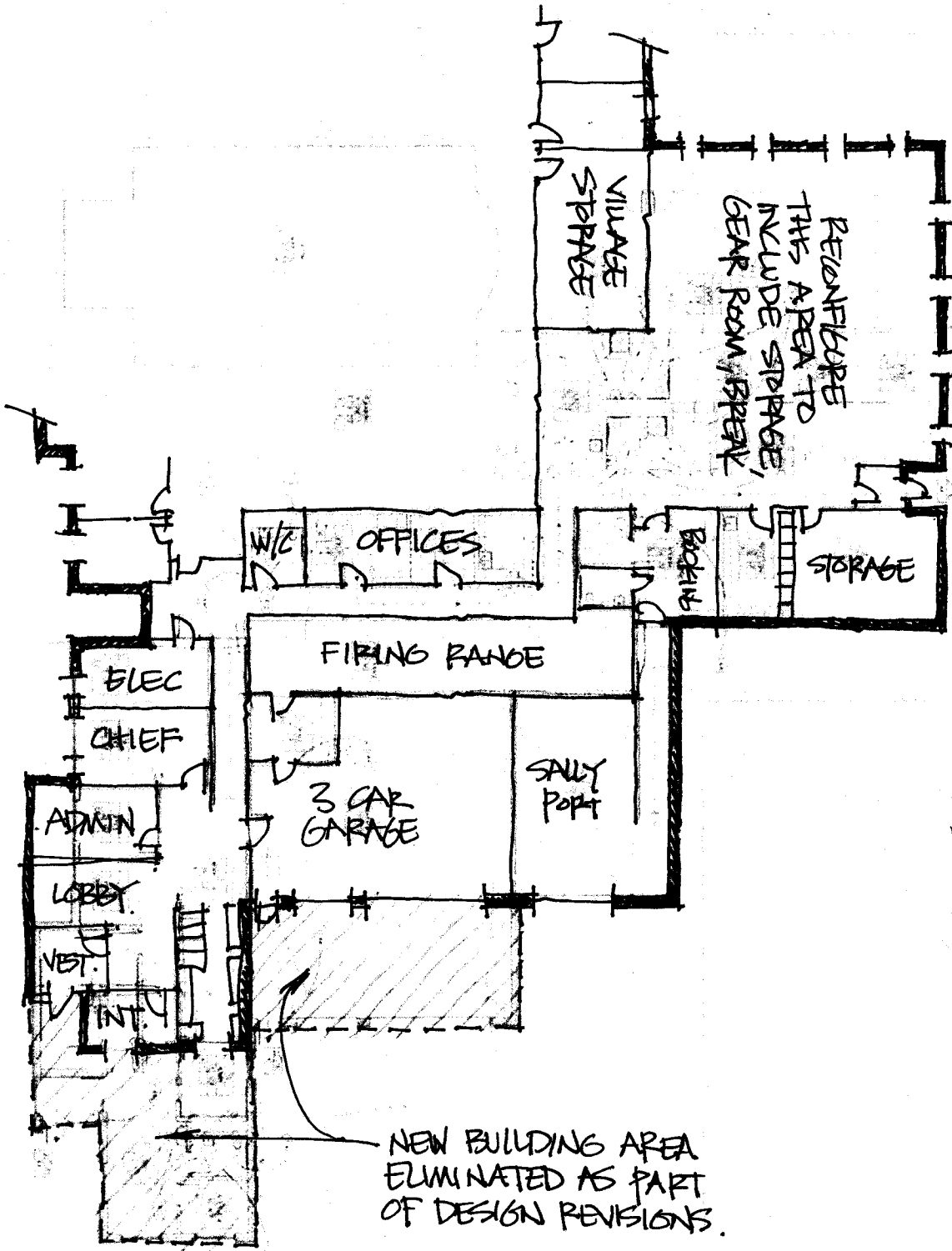
Initial costs to proceed with a redesign of the building are as follows:

- **\$39,870.00:** Kluber fee to revisit design and produce revised construction documents
- **\$11,780.00:** Fehr Graham fee to provide civil engineering services (value included in current project OPC)
- **\$42,200.00:** Kluber fee to provide Construction Administration services (value included in current project OPC)

A very preliminary estimate of project costs based solely on generic square footage costs for new construction vs. remodeled shell space puts the potential savings at \$200,000 to \$250,000. Given the \$40,000 fee for revisions, an initial estimate of net savings is \$160,000 to \$210,000.

Respectfully,

A handwritten signature in black ink, appearing to be "Scott L Sanders", written in a cursive style.



New Police Station
10595 Main Street
March 1st, 2017

PROPOSED REVISIONS



FEHR GRAHAM

ENGINEERING & ENVIRONMENTAL

March 6, 2017

Mr. Pat DeGrave
Village Administrator
Village of Roscoe
10631 Main Street
P.O. Box 283
Roscoe, IL 61073

**RE: Proposed Police Department Addition to Village Hall
Civil Site Design**

Dear Mr. DeGrave:

Fehr Graham is pleased to present you with the following proposal for civil engineering and surveying services as they relate to the above-referenced project located at 10595 and 10631 Main Street, Roscoe, Illinois. Our understanding of the project is based on the attached site concept plan as provided by Mr. Mike Elliot of Kluber Architects & Engineers which reflects the addition to the existing structure. It is our understanding that our services will be provided in support of Kluber's design of the facility. The following is our anticipated scope of services being requested at this time.

Scope of Services

Field Services

For purposes of this project, the topographic and boundary survey completed in 2008 will be utilized to minimize field efforts. Due to the time lapse, care will be taken to complete a field review of these documents to ensure that all changes that may impact the project can be noted and updated as needed.

Further, in line with our conversation, Fehr Graham staff will attempt to verify the location and size of the utilities serving the building. Our effort to locate these utilities will be limited to visual inspection, as well as record research from the as-built drawings from the original construction effort. At this time, no "pot-holing" of the services is planned.

Civil Site Design and Permitting

Using the topographic survey information referenced above, Fehr Graham will prepare the following Final Engineering Design Drawings:

- Preparation of Final Engineering Plans necessary to satisfy the permitting requirements of the Village of Roscoe, as well as facilitate construction through the preparation of:

A Site Mass Grading & Drainage Plan

- Overall site grading design indicating existing and proposed contour elevations, as well as proposed spot elevations.

- Subgrade preparation plan. Design will follow geotechnical.
- Storm sewer design and computation data, storm sewer structure design, and schedule for the site, as well as construction details, as required. It is assumed that all proposed storm sewer will be able to tie into the existing storm sewer that runs through the lot.
- Tie-in from downspouts to storm sewer line.
- Earthwork calculations and quantities.

Site Utility Plan

- Sanitary sewer service design, location, profile, and details up to the proposed buildings.
- Water services and details up to the proposed buildings.

Site Paving Plan

- Pavement design and details, including cross sections, as necessary.
- Concrete curb and gutter design and details.
- Sidewalk and ADA ramps, as necessary, around proposed building and entrance.

Soil Erosion/Sedimentation Control Plan

- Details and specifications relating to the work depicted in these drawings.
- Preparation and submittal of village or local permits to secure necessary approvals, as required. A SWPPP and IEPA NPDES permit will be required due to the project being greater than 1 acre of disturbed area.

Landscape Plan

- Details and specifications for landscaped areas and turf replacement.
- Preparation of all applicable state, village, or local permits for work associated with the above-referenced drawings.

Stormwater Detention Design and Drainage Report

Fehr Graham will prepare the necessary calculations and schematic design to adequately determine the required on site improvements to address the Village of Roscoe's storm water ordinance. Final design of the needed improvements will be reflected in the mass grading plan. All computations and final designs will be incorporated into a final drainage report for the file.

Exclusions

The following items are not included in the scope of services proposed here within:

- Improvements not shown on the site plan as attached.
- Lighting (Assumed by owner).
- Geotechnical Services.
- Environmental Studies.

- Bidding documents or services (Assumed by owner).
- Construction management.
- Permit fees.
- Construction staking. Fehr Graham would propose a unique solution to help eliminate the frequently encountered conflicts between developer, contractor and surveyor associated with contractor's requests for re-staking.
- Construction observation.
- As-Built survey.

Any of the above services can be performed as an additional cost to the project upon request.

Fees

Based on the information available at this time, we are prepared to provide these services as outlined for the following fee amounts:

Field Services	\$1,400
Civil Design	\$3,980
Storm Water Report	\$6,400


Payment for the services rendered will be requested via an invoice prepared monthly.

Authorization

I trust that the information we have provided is in line with your expectations. If you would like us to proceed, please contact me at your convenience and our Agreement for Professional Services will be forwarded for your signature.

As always, Fehr Graham is willing to commit the necessary resources to this project to provide timely and competent solutions to assure that this project moves forward. We are looking forward to working with you on this project. In the interim, should you have any questions regarding this proposal, please feel free to contact me at this office.

Sincerely,



Michael W. Gronewold, PE
Engineering Division Manager/Principal

enclosure

MWG:rfs



AIA® Document G802™ – 2007

Amendment to the Professional Services Agreement

Amendment Number: 001

TO: Scott Sanders
Acting Village Administrator
(Owner or Owner's Representative)

In accordance with the Agreement dated: December 17, 2015

BETWEEN the Owner:
(Name and address)
Village of Roscoe
10631 Main Street
Roscoe, IL 61073

and the Architect:
(Name and address)
Kluber, Inc.
10 S. Shumway Ave.
Batavia, Illinois 60510

for the Project:
(Name and address)
1024 - Village of Roscoe Police Station Design Services
Current building site, adjacent to the Village Hall

Authorization is requested
 to proceed with Additional Services.
 to incur additional Reimbursable Expenses.

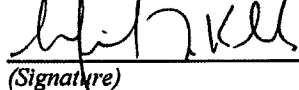
- As follows:
1. Incorporate proposed plan changes dated March 1, 2017, to complete construction documents dated 5/31/17.
 2. Perform construction administration services per Exhibit "A" of the Agreement.

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Additional services fee for Item 1 above: \$39,870.00
Additional services fee for Item 2 above: \$42,200.00
Total: \$82,070.00

Time:
To be determined as mutually agreed.

SUBMITTED BY:



(Signature)

Michael T. Kluber, President

(Printed name and title)

March 7, 2017

(Date)

AGREED TO:

(Signature)

(Printed name and title)

(Date)