



AYES: Fowler  
Dinges  
Galín  
Mendrek  
Orth

NAYS: 0

ABSTAIN: 0

ABSENT: Whittaker

**CONSIDERATION OF A ROOFING MATERIAL AND SERVICES CONTRACT WITH GARLAND/DBS IN THE AMOUNT OF \$191,893.00 PLUS A 5% (\$9,594.65) CONTINGENCY**

Trustee Mendrek made a motion, seconded by Fowler, to consider a contract with Garland/DBS in the amount of \$191,893.00 plus a 5% (\$9,594.65) contingency.

Community Development Director Gutierrez noted that the FY2021/22 Budget included \$225,000.00 for the restoration and spot repair of the 25+ year-old roof on the Village Hall. There had been numerous leaks in various parts of the facility in recent years and general deterioration of the roofing surface, waterproofing, flashings, etc. In October 2020, a diagnostic survey was performed to assess the roof which consisted of infrared imaging, core cuts, and a nuclear scan. The survey identified 232 square feet of wet insulation in two locations and pinpointed the most vulnerable parts of the roof where the insulation had been compromised and would need to be cut out down to the roof deck and replaced. Once the leaking areas were repaired, the remainder of the roof could be restored with minor repairs and a new roofing membrane.

The Village is a member of the State of Illinois approved purchasing cooperative called OMNIA Partners Public Sector (OMNIA). OMNIA's vetting, bidding, and selection process was used to secure Garland/DBS (Garland) as the general contractor for the project. Garland had extensive experience on roof projects in the Chicago area including work for the communities of Evanston, Park Ridge, Waukegan, Palatine, Niles, Lombard, Mundelein, Crystal Lake, and Northfield's PW/Fire building. Garland developed the roof restoration specifications and had 4 roofing sub-contractors/installers walk the project and submit pricing. Different parts of the existing roof had different roofing materials. The restoration work would come with a 10 or 20-year warranty, depending on the type of existing roof material. The recommended low bid installer (DCG Roofing Solutions) would be responsible for any material or workmanship defects for 2 years following completion of the job. Garland would serve as the General Contractor as well as the manufacturer of the materials.

Garland secured pricing from 4 firms as follows:

DCG Roofing Solutions	\$191,893
A-1 Roofing Company	\$194,504
G.E. Riddiford Company	\$217,586
Malcor Roofing of Illinois	\$255,073

Staff recommended that the Village Board approve the roofing material and services contract with Garland/DBS, Inc. as the general contractor, and DCG Roofing Solutions Inc. as their sub-contractor/installer, in the amount of \$191,893 plus a 5% (\$9,594.65) contingency. The Village Attorney reviewed the proposed contract. The anticipated start date of the roof project would be August 2021.

President Lungmus indicated that VM Sigman said there were no written comments on this matter. He then asked and no one from the public wanted to comment.

President Lungmus requested a roll call vote to approve a contract with Garland/DBS in the amount of \$191,893.00 plus a 5% (\$9,594.65) contingency.

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**PUBLIC COMMENT**

There were no comments from the public.

**Department Updates**

*Administration*

VM Sigman reported as follows:

There was continued work on the Happ Road Phase II engineering. The proposals came in well above what the Phase I engineering reports anticipated. VM Sigman negotiated and Cook County agreed to pay the cost difference of over \$350,000. The documents were sent to them for review but the Cook County team went on strike, so this was delayed for approximately 3 weeks. The Skokie Valley Trail faced similar issues with the Phase II engineering costs being well over the proposed budget. Melissa Jewett did a wonderful job going back to both grants from STP (80%) and Cook County (20% match) to secure additional funding, enabling them to move forward with this Phase II project. Staff was working with Christopher B. Burke Engineering to get a proposal for the design and construction engineering for the pedestrian bridge over the river near Mariano's. The Happ Road and pedestrian bridge projects were expected to be brought to the Board in August.

President Lungmus and VM Sigman met with the Caucus which expressed an interest in putting out a survey to residents. The Caucus will be giving suggested questions for the survey to the Village and then the Board will have a chance to review these and add additional questions at an upcoming Committee of the Whole meeting. The critical survey questions will be compiled and organized by category with the goal of keeping it relatively short and easy. The Village will then send the survey out electronically via email to residents. The timing for the survey was not yet known.

*Community Development Department & Building Department*

Director Gutierrez reported as follows:

The Zoning Board of Appeals met on July 7 and approved 2 permit extensions at 192 Lagoon Drive and 24 Meadowview Drive allowing an extension of time to complete construction. At 1898 Abbott Court, approval was given for a 3 foot east side yard setback to allow for a one-story addition.

*Finance Department*

Finance Director Noble reported as follows:

Remote audit fieldwork with Baker Tilly started this week and a lot of information was requested but it was going well. Draft audit results will be presented and discussed at the September Committee of the Whole meeting. Last week approximately 650 notices were mailed out to citizens that have not bought vehicle stickers and at this point, a 50% penalty will be assessed. To date, vehicle stickers had brought in \$158,000 and the revenue budgeted was \$195,000. The financial results for the first month of the fiscal year in May were off to a good start. General fund revenues were \$127,000 ahead of the year-to-date budget and income tax, sales tax, and building permits had done well. All operating departments were under budget in the first month. Water funds were behind but this was attributed to the rate increase that took effect on June 1, not as expected on May 1.

President Lungmus inquired if the Village conducted an audit of vehicle stickers registered in Northfield every couple of years. Finance Director Noble replied that the Village did this but it was costly, labor intensive, and time consuming. A list of Northfield's registered vehicles must be requested from the Secretary of State's office but unfortunately, this information was often not up-to-date. That office had also been closed extensively this past year due to COVID. He noted that it would be prudent to do this next year. He also emphasized that the police were very helpful in enforcing the purchase of vehicle stickers.

*Fire-Rescue & Public Works Departments*

Chief Nystrand reported as follows:

Fire and Rescue responded to 123 calls for service since the last Board meeting, including a slight uptick in COVID-related cases. There was continued training at the Winnetka Training Tower on Saturdays, in conjunction with Wilmette, Winnetka, and Glencoe.

Public Works had kept busy trimming bushes along sidewalks, intersections, and sightlines. Reading meters, cutting grass, patching and restoring roads had also occupied their time. In addition, the annual inspection of the entire sidewalk system had commenced, where they look for hazards, the 1-1/2" rule, tripping threats, etc.

*Police Department*

Chief Lustig reported as follows:

Last week the Police Commission met; there were 9 lateral applicants but only 2 candidates were interviewed. A conditional offer was issued, but the individual needed to pass the background check, psychological test, and Power Test. Chief Lustig was scheduled to meet with the Caucus on July 21. It was noted that closer attention would be given to social media since often issues are posted there but not always directly communicated to the Police

Department. Through this, it was discovered that stop signs had been stolen in the forest preserve in the 1300-1500 block of Winnetka Avenue. The county had been notified to replace these stop signs.

#### ADJOURNMENT

There being no other business or issues to come before the Board, Trustee Orth made a motion, seconded by Trustee Fowler to adjourn the meeting.

Upon the following roll call vote, the motion was approved.

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The meeting was adjourned at 7:27 p.m.