



VILLAGE OF HANOVER PARK
VILLAGE BOARD
REGULAR WORKSHOP MEETING
Municipal Building: 2121 W. Lake Street
Hanover Park, IL 60133

Thursday, December 2, 2010
6:00 p.m.

Minutes

1. CALL TO ORDER - ROLL CALL

Roll:

PRESENT:	Deputy Mayor:	Roberts
	Trustees:	Zimel, Carter, Kaiser,
ABSENT:	Mayor:	Craig
	Trustees:	Nicolosi, Cannon
ALSO PRESENT:	Village Manager Ron Moser and Department Heads.	

2. ACCEPTANCE OF AGENDA

Motion by Trustee Zimel, seconded by Trustee Kaiser to accept the Agenda.

AYES:	Trustees:	Zimel, Carter, Kaiser,
	Deputy Mayor:	Roberts
NAYS:	Trustees:	None
ABSENT:	Mayor:	Craig
	Trustees:	Nicolosi, Cannon

3. AGENDA ITEM REVIEW

Manager Moser noted Consent Agenda items and Regular Agenda items. He also noted that Wendy Bednarek, Human Resources Director, was absent.

Trustee Zimel questioned item 6-A.2 purchase of a 2011 Impala, it was answered that this was a purchase for police department and that it would serve as an unmarked, non-patrol vehicle.

4. STRATEGIC PLANNING

Ron Moser presented two documents the first presenting from Mayor Craig and the Second is a preliminary budgetary input from Department Heads. He emphasized that these were preliminary ideas, as Department Heads intended to first receive input from the board.

Chief Haigh presented a document of the completed SWOT analysis with narrative for the review of the Board. He noted that the next step would be to outline goals and objectives. He referenced a preliminary edited version the mission statement, which will continue to be condensed at the next Department Head meeting and brought back with goals and objectives to give the Board an opportunity to review.

The SWOT analysis will provide clearly defined goals that will be worked on through the next three years and set a series of objectives to accomplish these goals. These goals and objectives will be presented for the next meeting so that they are integrated in the budgetary process.

Chief Haigh introduced discussion regarding projects that the Board would like to budget funding for the 2012 Budget Year. The Board discussed several projects of items that the board would like to accomplish for the upcoming budgetary year.

5. POLICE BUILDING UPDATE

Public Works Director Howard Killian highlighted advances in the foundation ninety percent: basement elevator pit has been drilled, minimal plumbing, final wall will be placed within a week. Precast mockup will be made next week and preparations for all the precast will follow. He outlined the upcoming bid schedule. He noted that they are working with Leopardo to establish the guaranteed maximum price, this would be presented at the next meeting for review.

Killian also requested direction from the Board on pursuing the option presented at the previous meeting of having Leopardo self- perform work in the project such as, metal stud, dry wall, painting, mill work, rough carpentry, door framing, and specialties like hanging

toilet paper holders and fire extinguishers. He noted that the total of this work added to 1.4 million about ten percent the project worth. Attorney Bernie Paul was being consulted on the process, which would involve a negotiation of price with Leopardo and waiving sealed bids with the understanding that Leopardo would hold a job fair and hire a number of Hanover Park residents.

Discussion developed on the costs and benefits of waiving the sealed bid requirement to accept Leopardo's proposal with the understanding of active recruitment of residents. It was noted that it is not possible to determine the cost savings of accepting Leopardo's proposal versus having a sealed bid process. The benefits of having active recruitment of residents for employment opportunities could also not be defined, as the length of employment could vary from a couple of weeks to five months and there was not a guarantee of how many qualified residents would be hired.

Discussion took place on having an open bid process and rejecting the lowest bid to accept Leopardo's proposal staff recommended against this the Board concurred with the recommendation.

The Board provided direction to staff to request that Leopardo provide solid numbers for the Board's consideration to determine the best cost benefit process.

Village Manager requests that Killian provide an update on modifications to the project to meet budgeted project amount. Killian provided background information on having made the decision to not set a maximum guaranteed price at the commencement of the project, in order to guarantee that price major features would have been cut out. Rather the project was submitted with all features with the understanding that the cost would be monitored and cuts would be reviewed as necessary throughout the progression of the project. Killian noted that the numbers are coming in great and that the project includes the basement, the fire range was being rebid, the electrical components had been bidden on, and the garage is also being included. The garage would have been a cut of under \$450,000, therefore not being as large of a component as previously expected. He noted that they reviewed all incoming costs and the project is within \$50,000 of making the targeted budgeted mark. It was noted that should it be necessary to make substantial cuts, it would mean eliminating additional security features or assessing the need to move forward with a low, medium, or high end cost landscaping project.

Deputy Mayor Roberts asked if there were further concerns. Hearing none

6. BOARD MEMBER CONCERNS

None

7. DISCUSSION TOPICS

- 6-a. Village Manager noted that the purchase of a table for the December 9, 2010 Chamber of Commerce Dinner had been made on behalf of the Village. He reviewed confirmations of attendance that had been received and those that were still pending. It was noted that once the Board responded, any additional seats available would be open to staff.

8. STAFF UPDATES

Public Works Director referenced the 2010-2011 Snow Removal Plan had been distributed and noted that his staff was prepared for the winter season.

9. ADJOURNMENT
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Motion by Trustee Zimel, seconded by Trustee Kaiser to adjourn.

Voice Vote: All Ayes.

Motion carried. Meeting adjourned at 7:14 p.m.

Recorded and transcribed by,

Eira L. Corral /s/
Village Clerk

Minutes approved by President and Board of Trustees on this: 16th day of December, 2010.