



Village of Hanover Park Administration

Municipal Building
2121 Lake Street
Hanover Park, IL 60133-4398

630-823-5600
FAX 630-823-5786
www.hpil.org

PRESIDENT
RODNEY S. CRAIG

VILLAGE CLERK
EIRA CORRAL

TRUSTEES
WILLIAM CANNON
JAMES KEMPER
JON KUNKEL
HERB PORTER
RICK ROBERTS
LISA TROUSDALE

VILLAGE MANAGER
JULIANA A. MALLER

VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR MEETING

Municipal Building: 2121 Lake Street, Hanover Park, IL 60133

Thursday, August 18, 2016

7:00 p.m.

AGENDA

1. **CALL TO ORDER – ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **ACCEPTANCE OF AGENDA**
4. **PRESENTATIONS**
 - a. Presentation – Comprehensive Annual Financial Report (CAFR)
 - b. Swearing In – Chief Mike Menough
 - c. Recognition – Part-time Firefighters (Isidro Briceno Garcia, Robert Dentamaro, Scott Kastner, James Ruth)

5. **TOWNHALL SESSION**

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes.

6. **VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG**

- a. Move approval by omnibus vote items on the consent agenda.

Consent Agenda - Omnibus Vote

Illinois law permits municipalities to adopt by one single unanimous roll-call vote of the Board of Trustees and the Village President a group of designated ordinances, orders resolutions, or motions placed together for voting purposes in a single group.

All items marked with (C.A.) are considered routine and thus are considered to be on the Consent Agenda. Following the motion's second, a brief discussion may be held about any designated item. If lengthier discussion or debate is needed, any Trustee or the Village President may request any item to be removed from the motion and those items will be considered during the regular course of the meeting as they appear on the agenda.

All matters listed under Consent Agenda are considered to be routine by the Village Board and will be enacted by one motion in the form listed above. There will be no further discussion of these items. If discussion is desired, that item will be removed from Consent Agenda and will be considered separately.

- 6-A.1** Motion to approve the Minutes of the Regular meeting of August 4, 2016.
(C.A.)
- 6-A.2** Motion to consent to the appointment of Victoria Akinde as a regular member on the Cultural Inclusion and Diversity Committee for a term ending on April 30, 2019.
(C.A.)
- 6-A.3** Motion to award a contract to Troop Contracting in an amount not to exceed \$250,000 for the renovation of Room 214 and authorize the Village Manager to execute the necessary documents.
(C.A.)
- 6-A.4** Motion to establish a purchase order to Global Emergency Products for a 2016 Pierce Enforcer Pumper in an amount not to exceed \$1,155,355 and authorize the Village Manager to execute any necessary documents.
(C.A.)
- 6-A.5** Motion to approve a Change Order in the amount of \$112,909.45 to the contract with Chicagoland Paving Contractors, Inc. for the additional work on the Celebrity Circle Reconstruction/Resurfacing project and to allow for 500SY of street patching to be completed throughout town this year, and authorize the Village Manager to execute the necessary documents.
(C.A.)
- 6-A.6** Motion to approve the increase in rate billed to BFI of North America to one percent and allow the administrative annual adjustment of rates regarding the treatment of landfill leachate at the Mallard Lake Landfill to be managed administratively.
(C.A.)
- 6-A.7** Move to pass a Resolution authorizing the execution of a Letter of Intent to participate in the DuPage Judicial Information System (DUJIS).
(C.A.)
- 6-A.8** Move to approve the purchase of Microsoft Office 365 Enterprise Agreement from CDWG in the amount of \$51,657.70, and the Professional Services agreement with Sentinel Technologies in the amount of \$18,110, and authorize the Village Manager to execute the necessary documents.
(C.A.)
- 6-A.9** Motion to authorize the Village President and Village Manager to execute the Agreement dated May 1, 2015 to April 30, 2017, between the Village of Hanover Park and Metropolitan Alliance of Police for Patrol Officers.
- 6-A.10** Motion to approve Warrant 8/18/2016 in the amount of \$259,508.31.

- 6-A.11** Motion to approve Warrant Paid in Advance (7/19/16-8/11/16) in the amount of \$302,440.69.

- 7. VILLAGE MANAGER’S REPORT – JULIANA MALLER**

- 8. VILLAGE CLERK’S REPORT – EIRA L. CORRAL SEPÚLVEDA**

- 9. CORPORATION COUNSEL’S REPORT – BERNARD Z. PAUL**

- 10. VILLAGE TRUSTEES REPORTS**
 - 10-A. BILL CANNON**
 - 10-B. RICK ROBERTS**
 - 10-C. HERB PORTER**
 - 10-D. JAMES KEMPER**
 - 10-E. LISA TROUSDALE**
 - 10-F. JON KUNKEL**

- 11. EXECUTIVE SESSION**
 - a. Section 2(c)(11) – Probable Litigation

- 12. ADJOURNMENT**



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VILLAGE OF HANOVER PARK

VILLAGE BOARD REGULAR MEETING

Municipal Building: 2121 Lake Street, Hanover Park, IL 60133

Thursday, August 4, 2016
7:00 p.m.

MINUTES

1. CALL TO ORDER – ROLL CALL

Village President Craig called the meeting to order at 7:02 p.m.

Roll Call:

PRESENT	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon arrived at 7:09 p.m.
ABSENT	Trustee(s):	Trousdale
ALSO	Village Manager, Juliana Maller, Village Attorney Paul and Department	
PRESENT	Heads	

Quorum established.

2. PLEDGE OF ALLEGIANCE

Recital of the Pledge of Allegiance.

3. ACCEPTANCE OF AGENDA

Motion by Trustee Kemper and seconded by Trustee Roberts to accept the agenda.

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale, Cannon
ABSTAIN:	Trustee:	None

Motion passes.



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LISA TROUSDALE

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JULIANA A. MALLER

4. PRESENTATIONS

- a. Presentation – Sister Cities – Recipients of the Best Overall Program Award from the International Sister Cities organization.
- b. Recognition – Veteran Dave Warkel
- c. Proclamation – Play Ball

Noted: Trustee Cannon arrived at 7:09 p.m.

5. TOWNHALL SESSION

Persons wishing to address the public body must register prior to Call to Order. Please note that public comment is limited to 5 minutes.

Mr. David Warkel thanked the police department for their donation to the war dog memorial and expressed thanks on behalf of the entire Veterans Committee and asked for assistance from the Village in promoting the sale of the War Dog Memorial Bricks.

6. VILLAGE PRESIDENT REPORT – RODNEY S. CRAIG

Village President Craig briefly spoke to the Play Ball initiative and to the projects currently underway in our community.

Motion by Trustee Roberts and seconded by Trustee Kemper to approve items on the Consent Agenda by Omnibus vote.

No discussion.

Clerk Corral Sepúlveda recognized Trustee Cannon, and asked for his vote.

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale
ABSTAIN:	Trustee:	None

Motion passes.

All items marked with (C.A) are considered routine and thus are considered to be on the Consent Agenda.



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6-A.1 Move to approve the Minutes of the Regular meeting of July 21, 2016.
(C.A.)

6-A.2 Move to approve a three-year contract with D & D Maintenance for the snow removal of the Village cul-de-sacs, in which the first year’s cost is in an amount not to exceed \$90,000, and authorize the Village Manager to execute the necessary documents.
(C.A.)

6-A.3 Move to accept the proposal from RJN Group of Wheaton for an amount not to exceed \$24,475 for observation services relating to the sanitary sewer system and authorize the Village Manager to execute the necessary documents.
(C.A.)

6.A.4 Move to pass a Resolution authorizing the service agreement between Andy Frain Services, Inc. and the Village of Hanover Park.
(C.A.)

6-A.5 Review proposed Budget and Property Tax Levy Calendar and receive input from the Village Board and public for the Fiscal Year 2017 Budget Development.

Questions fielded and answered by Village Manager Maller. Budget and Calendar will be reviewed during budget retreat meeting scheduled for October 1, 2016.

6-A.6 Motion by Trustee Kemper and seconded by Trustee Roberts to approve Warrant 8/4/2016 in the amount of \$816,624.68.

No questions.

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale
ABSTAIN:	Trustee:	None

Motion passes.

6.A.7 Motion by Trustee Kemper and seconded by Trustee Roberts to approve Warrant Paid in Advance (7/12/16-7/28/16) in the amount of \$678,664.65.

No questions.



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VILLAGE MANAGER
JULIANA A. MALLER

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale
ABSTAIN:	Trustee:	None

Motion passes.

6.A.8 Motion by Trustee Kunkel and seconded by Trustee Roberts to approve Warrant June 2016 P-Cards in the amount of \$48,444.49.

No questions.

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale
ABSTAIN:	Trustee:	None

Motion passes.

7. VILLAGE MANAGER’S REPORT – JULIANA MALLER

- a. Treasurer’s Report – June
- b. Quarterly Financial Report

Questions fielded and answered.

8. VILLAGE CLERK’S REPORT – EIRA L. CORRAL

Clerk Corral Sepúlveda spoke to invited all to attend the performance scheduled by the Foubourg Dance School.

Clerk Corral Sepúlveda congratulate the Police and Fire staff for participating in the Play Ball event and as well as their assistance with the Car Show event. She noted that over \$1,000.00 dollars was raised in donations toward the War Dog Memorial through the car show sponsorship program.



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Clerk Corral spoke to the re-branding of the Maxwell Street event to the Market @ the Metra this September, and invited all to the upcoming Centro de Informacion event on August 10, 2016 from 9:00 a.m., to 2:00 p.m.

9. CORPORATION COUNSEL'S REPORT – BERNARD Z. PAUL

No report.

10. VILLAGE TRUSTEES REPORTS:

10-A. RICK ROBERTS

Trustee Roberts invited all to the Veterans Committee meeting on August 6, 2016 at 9:00 a.m., and recognized the Play Ball game.

10-B. HERB PORTER

Trustee Porter thanked Deputy Village Manager, Webb for his support of the Special Events Committee and to the 911 Remembrance Day event preparation. He invited all to attend the upcoming 911 Remembrance Day event.

Trustee Porter invited all to attend the upcoming softball game on August 11, 2016 at 5:00 p.m., sponsored by the Bartlett Area Chamber of Commerce.

10-C. JAMES KEMPER

No report.

10-D. LISA TROUSDALE

Absent

10-E. JON KUNKEL

Trustee Kunkel spoke to the Car Show event. He also provided information on the rain barrel grant program which will provide free rain barrels for Village residents.

Trustee Kunkel spoke to the Market @ the Metra upcoming event and mentioned that interested residents will be given a tree for planting sponsored by MWRD.



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10-F. BILL CANNON

No report.

EXECUTIVE SESSION

Motion by Trustee Roberts and seconded by Trustee Kemper to hold executive session per the following:

- Section 2(c)(11) Pending Litigation (900 Irving Park Road)
- Section 2(c)(11) Probable Litigation (Hanover Square)
- Section 2(c)(5) Purchase of Real Property for Use of the Village

Roll Call:

AYES:	Trustees:	Roberts, Porter, Kemper, Kunkel, Cannon
NAYS:	Trustees:	None
ABSENT:	Trustee:	Trousdale
ABSTAIN:	Trustee:	None

Motion passes.

11. ADJOURNMENT

Motion to go adjourn made by Trustee Roberts and seconded by Trustee Kemper.

Voice vote:

All Ayes.

Motion carried: Meeting adjourned at 7:49 P.M.

Recorded and transcribed by:

Eira L. Corral Sepúlveda, Village Clerk

Minutes approved by President and Board of Trustees on this: August 18, 2016.


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager

SUBJECT: Cultural Inclusion and Diversity Committee Appointment

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

Mayor Craig has indicated his intention to appoint Victoria Akinde to the Cultural Inclusion and Diversity Committee.

Discussion

The Village Manager's Office received the attached Volunteer Profile from Victoria Akinde. This appointment as a regular member on the Cultural Inclusion and Diversity Committee, has been placed on the Agenda for Board action.

Recommended Action

Motion to consent to the appointment of Victoria Akinde as a regular member on the Cultural Inclusion and Diversity Committee for a term ending on April 30, 2019.

Attachment: Volunteer Profile

Budgeted Item:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	N/A
Budgeted Amount:	\$		
Actual Cost:	\$		
Account Number:			

Agreement Name: _____

Executed By: _____



Village of Hanover Park

Committee and Commission Volunteer Profile

Name: VICTORIA AKINDE Date: 5/9/16

Address: HANOVER PARK, ILL 60133

Home Phone: _____ Cell Phone: (_____) _____

Email Address: _____ Length of Residency (in years): 19 yrs

Business Name: _____ Business Address: _____

Occupation/Profession: LIBRARIAN Years of Experience: 8 years

Committees of Interest:

<input checked="" type="checkbox"/> Cultural Inclusion and Diversity Committee	<input type="checkbox"/> Development Commission
<input type="checkbox"/> Environmental Committee	<input type="checkbox"/> Sister Cities Committee
<input type="checkbox"/> Veterans Committee	

If interested in the CONECT Committee, please complete the CONECT profile only.

EDUCATION (Beyond high school; include specific degrees or vocational training; year degree awarded; major; institution name, city & state.)

Employment Resume (Please attach)

COMMUNITY PARTICIPATION (past/present)

DUPAGE RIVER SWEEP - 2010

SUNDAY SCHOOL VOLUNTEER - 2002 - Present

HABITAT FOR HUMANITY - RESTORE - 2012 - ELGIN

SPECIAL QUALIFICATIONS FOR SERVICE:

WHY DO YOU DESIRE THIS APPOINTMENT?

TO BECOME MORE ENGAGED IN MY COMMUNITY.

Please return the completed form to:

Village of Hanover Park
 Attention: Village President's Office
 2121 West Lake Street
 Hanover Park, IL 60133
 or email to skrauser@hpil.org


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
T. J. Moore, Director of Engineering and Public Works

SUBJECT: Remodeling of Room 214 – Council Chambers

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

In Fiscal Year 2016, the Village Board budgeted for the renovation of the Village Council Chambers. Staff is recommending that the Board authorize the execution of a contract with Troop Contracting for \$250,000 for the renovation of Room 214.

Discussion

The Village has been in the process of strategic renovation of the Village Hall for several years. The FY15 project was the renovation of Room 212. The current project is the renovation of the Council Chambers.

The following bids were received for the renovation of the Council Chambers:

Builders Land	\$	197,000
Troop Contracting	\$	250,000
W. Morse Construction	\$	318,900
SMC	\$	319,000
KR Miller Contractors, Inc.	\$	337,700
D. Kersey Construction	\$	368,561
Accel Construction Services Group	\$	417,824
Complete Construction Resources	\$	420,000

The project, as designed, is to place drywall over the block in the council chambers and to improve the lighting on the vertical wall that illuminates the dais. All oak finishes will be stained to a darker color. The counter top will be replaced on the dais. There will also be significant IT improvements. A permanently mounted projector will be installed along with 4 flat panel monitors for improved presentations. Two monitors will be mounted in a new millwork low separation wall for the Council to watch presentations from the dais. Two monitors will be wall mounted for audience viewing. Additionally, a podium with controls will be placed to allow better control of presentations by presenters.

Agreement Name: _____

Executed By: Juliana A. Maller

As bid, the lowest bidder was a company named Builders Land Inc. The Village has used Builders Land Inc. on multiple projects and has been dissatisfied with both the quality of the work and the progress of the work in every instance. Staff does not recommend hiring them for this project as not being responsible.

The lowest responsible bidder is Troop Contracting, a veteran owned and operated construction company. The Village has not worked with Troop before, but has conducted an extensive background investigation with previous clients and all references have been good.

The project, as bid, has come in over the expected budget. However, funds have been identified that can overcome this shortfall without requiring a budget amendment. The project being recommended with this item is only for construction. There will be additional costs upcoming for the replacement of the existing chairs and tables. Those purchases will come at a subsequent meeting.

Original Budget		
Room 214 Physical Remodel & Furniture	\$	175,000
Room 214 IT Upgrades	\$	60,000
Total	\$	235,000
Expenses		
Construction (as bid)	\$	250,000
Expected Cost of Furniture	\$	54,000
Total	\$	304,000
Funding Available for Use for Overage		
Barrington Road Streetscape	\$	60,000
GPS Equipment	\$	25,000
Total	\$	85,000
New Available Budget	\$	320,000
Contingency	\$	16,000

The transfer of funding from other capital projects is expected to be sufficient to cover the cost of the project, and some funding is available for contingency should the need arise.

Although the schedule is still being determined, if approved, the work is expected to take 5-6 weeks in total and would begin approximately 30 days from award of the agreement. Due to the short time frame of the overall project, Troop has indicated that they would prefer to have all the necessary equipment on-hand before construction begins to allow for the fastest appropriate scheduling of work and minimize the disruption to the Village Hall. During the time of construction, Village Board meetings, court hearings, etc. will be moved to the Police Department Community Room or other rooms as necessary.

Recommended Action

Motion to award a contract to Troop Contracting in an amount not to exceed \$250,000 for the renovation of Room 214 and authorize the Village Manager to execute the necessary documents.

Attachments: Proposal
Bid Tab
Contract
Department of Veterans Business Program Affairs Letter
Veterans Certification Approval

Budgeted Item:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted Amount:	\$235,000	
Actual Cost:	\$250,000	
Account Number:	31-20-2300-416-421	
	31-20-2300-413-431	

BID PROPOSAL**FOR****REMODEL OF VILLAGE BOARD ROOM (ROOM 214)**

To: Eira L. Corral Sepúlveda, Village Clerk
 Village of Hanover Park
 2121 Lake Street
 Hanover Park, IL 60133

From: Troop Contracting, Inc. Bidder's Name
648 Executive Drive Address
Willowbrook, IL 60527
630.568.5252 Phone

The undersigned Bidder having examined the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions (if any), Specifications and this Bid Proposal hereby proposes to furnish all labor, equipment and material necessary and incidental to complete the above named project.

The undersigned Bidder agrees to comply with all bid documents including the Invitation to Bid, Instructions To Bidders - General Conditions, Special Conditions (if any) Specifications and this Bid Proposal by entering into a contract with the Village with the following terms;

Electrical	\$ <u>47,000.00</u>
Information Technology	\$ <u>133,000.00</u>
General Construction	\$ <u>70,000.00</u>
TOTAL	\$ <u>250,000.00</u>

The Contractor and each subcontractor shall pay its laborers, workers, and mechanics constructing public works under this contract not less than the prevailing wages as determined by the Illinois Department of Labor pursuant to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.). It shall be the responsibility of the Contractor to monitor the prevailing wage rates for any increase in rates during the contract and adjust wage rates for any increase in rates during the contract and adjust wage rates accordingly. The current prevailing wage rates are available on the Illinois Department of Labor web site at www.state.il.us/agency/idol or by calling the Village of Hanover Park at 630-823-5602.

*274140 - Audio for Audio/Visual Systems
 Part 2 Products, Sec 2.2 - Recessed Ceiling Program Speaker
 Alternate Bid #8,000.00

The Contractor and its Subcontractors shall comply with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1 et seq.) and prior to commencing work on a "public works" project (as defined in the Prevailing Wage Act) file with the Village its program to comply with the Act or file that portion of its collective bargaining agreement that deals with the matters covered by the Act.

The Contractor and its Subcontractors shall comply with Section 5 of the Act that requires the Contractor and its Subcontractors to submit to the Village monthly certified payroll records along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the Contractor or Subcontractor is aware that filing records it knows to be false is a Class B misdemeanor. Each month's certified payroll(s) must be filed with the Village before the end of the next month.

The Contractor shall comply with Employee Classification Act (820 ILCS 185/1-999) effective January 1, 2008 which establishes criteria to determine if an individual performing services is an employee of the contractor or is an independent contractor. Individuals performing services for contractors are presumed to be employees of the contractor unless they meet criteria specified in Section 10 of the law. Contractors determined to be in violation of the Act are subject to civil and criminal penalties.

The undersigned Bidder (1) hereby certifies that it is not barred from bidding or contracting with the Village as a result of a violation of either Paragraph 33E-3 or 33E-4 of Act 5, Chapter 720 of the Illinois Compiled Statutes regarding criminal interference with public contracting; (2) hereby swears under oath that it is not delinquent in the payment of any tax administered by the Illinois Department of Revenue as required by Chapter 65, Act 5, paragraph 11-42.1-1 of the Illinois Compiled Statutes; (3) and hereby states that it has a written sexual harassment policy as required by the Illinois Human Rights Act (775 ILCS 5/2-105(A)(4).

Complete all blanks of either paragraph A, B or C that is the same as the Bidder's status.

A. (If an Individual) Dated this _____ day of _____ N/A _____, 20 _____
 Signature of Bidder: _____
 Business Address: _____

B. (If a Partnership) Dated this _____ day of _____ N/A _____, 20 _____
 Firm Name: _____
 Signed By: _____
 Business Address: _____
Insert name and address of all Partners _____

C. (If Corporation) Dated this 21st day of July, 2016

Corporate Name: Troop Contracting, Inc.

Signed By: [Signature]
(President)

Business Address: 648 Executive Drive, Willowbrook, IL 60527

INSERT NAMES President: Brian Hatlen

OF OFFICERS Secretary: Brian Hatlen

Treasurer: Brian Hatlen

ATTEST: [Signature]
(Secretary)

We acknowledge receipt of Addenda as follows:

Addendum Number	Date Received
<u>1</u>	<u>7/5/16</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

BID TABULATION

**BID
TITLE**
REMODELING OF THE VILLAGE BOARD ROOM (ROOM 214)
DATE JULY 21, 2016
TIME 11:00 AM

	BIDDER NAME	BID AMOUNT	BID BOND	BIDDER/TAX CERTIFICATION
1.	TROOP Contracting	\$ 250,000 ⁰⁰	✓	✓
2.	Accel Construction Services Group ^{LLC}	\$ 417,824 ⁰⁰	✓	✓
3.	SMC	\$ 319,000 ⁰⁰	✓	✓
4.	LJ Morse Construction	\$ 318,900 ⁰⁰	✓	✓
5.	D Kersey Construction	\$ 368,561 ⁰⁰	✓	✓
6.	Builders Land Inc	\$ 197,000 ⁰⁰	✓	✓
7.	KR Miller Contractors Inc	\$ 337,000 ⁰⁰	✓	✓
8.	Complete Construction Resources	\$ 420,000 ⁰⁰	✓	✓
9.				
10.				
11.				
12.				
13.				
14.				
15.				

VILLAGE OF HANOVER PARK
2121 LAKE STREET
HANOVER PARK, ILLINOIS 60133

CONTRACT

THIS AGREEMENT made this _____ day of _____, 2016 by and between the Village of Hanover Park, an Illinois municipal corporation hereinafter called the "Owner" and Troop Contracting, Inc. located at 648 Executive Drive, Willowbrook, IL 60527 hereinafter called the "Contractor". **WITNESSETH:**

WHEREAS, the Owner has heretofore solicited Bid Proposals for all labor and materials necessary to complete the work specified in the Remodeling of the Village Board Room (Room 214) bid.

WHEREAS, the Owner has found that the Contractor is the lowest responsible bidder for said work and has awarded the Contractor this contract for said work.

NOW, THEREFORE, for and in consideration of their mutual promises and agreements, the parties hereto do hereby agree as follows:

1. The Contractor agrees to furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the remodeling of the Village Board Room in accordance with the conditions and prices stated in the Invitation To Bid, Instructions To Bidders - General Conditions, Special Conditions, Specifications and Bid Proposal all of which are made a part hereof and herein called the "Contract Documents".
2. The Owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Contract as of the day and year first above written:

OWNER: VILLAGE OF HANOVER PARK

BY: _____
Juliana A. Maller, Village Manager

ATTEST:

Eira L. Corral Sepúlveda, Village Clerk

CONTRACTOR:

BY: Brian Hatlen
Signature

Print Name and Title: Brian Hatlen, President

IF CORPORATION ATTEST AND SEAL BELOW



DEPARTMENT OF VETERANS AFFAIRS
Center for Verification and Evaluation
Washington, DC 20420

July 7, 2015

In Reply Refer To: 00VE

Mr. Brian Hatlen
 Troop Contracting, Inc.
 DUNS: 965504892
 648 Executive Drive
 Willowbrook, IL 60527

Dear Mr. Hatlen:

On behalf of the U.S. Department of Veterans Affairs (VA), Center for Verification and Evaluation (CVE), I am writing to inform you that Troop Contracting, Inc. has been verified as a service-disabled Veteran-owned small business (SDVOSB) and added to the Veteran business database at www.vip.vetbiz.gov. Troop Contracting, Inc. will be eligible to participate in Veterans First Contracting Program opportunities with VA. **This verification is valid for two years from the date of this letter.**

To promote Troop Contracting, Inc.'s verified status, you may use the following link to download the logo for use on marketing materials and business cards:

http://www.vetbiz.gov/cve_completed_s.jpg

To ensure that Troop Contracting, Inc. is correctly listed in the Vendor Information Pages, check Troop Contracting, Inc.'s profile for the verified logo. Please notify us if the logo is not present within 72 hours of receipt of this letter.

While CVE has confirmed that Troop Contracting, Inc. is in compliance with the regulation, Troop Contracting, Inc. must inform CVE of any changes or other circumstances that would adversely affect its eligibility. Eligibility changes not reported to CVE within 60 days could result in a referral to the Office of Inspector General (OIG), a referral to the Debarment and Suspension Committee, and the initiation of cancellation proceedings—all of which could result in Troop Contracting, Inc. being removed from the VIP Verification Program.

Please be advised that this letter and other information pertaining to Troop Contracting, Inc.'s verification application may be subject to Freedom of Information Act (FOIA) requests. In addition, all companies approved for the program may be required to participate in one or more post-verification audits. Please retain a copy of this letter to confirm Troop Contracting, Inc.'s continued program eligibility.

At any time if Troop Contracting, Inc. discovers one or more NAICS Code(s) that are other than small on its CVE VIP profile, CVE will require all other than small NAICS Codes to be removed within five (5) business days. If these NAICS Codes are not removed within the allotted five (5) business days, CVE may request the U.S. Small Business

"World Class Professionals
Enabling Veteran Business Opportunities by Protecting the Veteran Advantage - One Vet at a Time"

Regular Board Mtg.
 August 18, 2016 Pg. 20

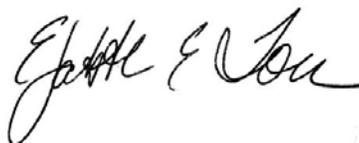
Page 2.

Mr. Brian Hatlen

Administration (SBA) to conduct a formal size determination. In addition, CVE may initiate a referral to OIG, Debarment and Suspension Committee and or pursue cancellation proceedings. All of the aforementioned referrals and procedures could result in Troop Contracting, Inc. being removed from the VIP Verification Program.

Thank you for your service to our country and for continuing to serve America through small business ownership.

Sincerely,

A handwritten signature in black ink, appearing to read "Elizabeth E. Torres". The signature is fluid and cursive, with the first name being the most prominent.

Elizabeth E. Torres
Acting Director

May 12, 2016

Brian Hatlen
Troop Contracting, Inc
648 Executive Drive
Willowbrook, IL 60527-5610

Certification Term Expires: May 12, 2017

Re: NCA Certification Approval (SDVOSB)

Dear Business Owner:

Congratulations! After reviewing the information that you supplied in the No-Change Affidavit (NCA), we are pleased to inform you that your firm has been granted continued certification under the Veterans Business Program (VBP). Your firm's name will remain in the State's Directory as a certified vendor with VBP.

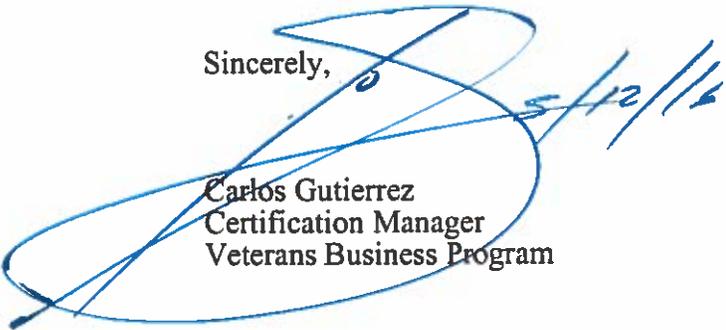
Please be advised, while this certification does not guarantee you will receive a State contract, it does assure your firm the opportunity to participate in the State's procurement process. Your firm's participation on State contracts will be credited only toward Service-Disabled Veteran-Owned Small Business (SDVOSB) goals in your area(s) of specialty. Your firm's name will appear in the State's Directory as a certified vendor with the Veterans Business Program (VBP) in the specialty area(s) of:

GENERAL CONTRACTING

Please visit our website at www.sell2.illinois.gov to obtain information about current and upcoming procurement opportunities, contracts, forms, and also to register to receive email alerts when the State is preparing to purchase a product or service you may provide.

Thank you for your participation in the Veterans Business Program (VBP). We welcome your participation and wish you continued success.

Sincerely,


Carlos Gutierrez
Certification Manager
Veterans Business Program

(V49SDV)


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
T. J. Moore, Director of Engineering and Public Works
Craig A. Haigh, Fire Chief

SUBJECT: Purchase of Fire Ladder Truck

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

Although the Fire Department utilizes a variety of apparatus to deliver services, the primary “workhorse” fleet consists of two (2) frontline engines, two (2) frontline ambulances and one (1) frontline tower ladder. These select pieces of apparatus are used daily to respond to incidents in and around the Village and have proven to be essential tools required to effectively manage the specific types of events and call volume that regularly occurs within the Village. The current tower ladder has reached its planned service life and the department is seeking authorization to purchase one (1) Pierce Arrow XT Tower Ladder truck for \$1,155,355 from Global Emergency Products.

Discussion

An aerial fire apparatus (tower ladder) is an essential tool for the Village of Hanover Park Fire Department. Due to the specific construction features found within our community, the aerial unit is regularly used at almost all structural fire incidents to provide quick access to the roof. The “basket” provides a safe and efficient work platform, which allows crews to provide aggressive horizontal ventilation in order to create an exhaust point for the products of combustion to exit the structure and control the vertical spread of fire within the roof spaces. The 1,000 gallon per minute “master stream” device, attached to the aerial basket, has also proven repeatedly to be an essential tool in making a quick and rapid knockdown of advancing fire in order to cut off its spread to neighboring homes or adjoining areas of apartment and/or townhome structures. Over the last 20-years, the products inside structures have dramatically changed with their rate of heat release increasing along with overall BTU production more than doubling. This has been compounded by the use of engineered structural components such as OSB plywood and laminated beams. It is these changes that have forced the requirement for the large gallon per minute flows, strategically positioned by first arriving companies that can only be provided by this type of apparatus. Although used with much less frequency, the elevated platform can also be used for victim

Agreement Name: _____

Executed By: Juliana Maller

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rescue and removal from elevated areas of a structure, and for a multitude of rescue operations where a stable work platform is required.

As with all vehicles belonging to the Village fleet, an expected frontline service date is projected with an annual "saving" contribution established in order to have funds available to replace the unit. The projection for this particular aerial apparatus was established on a 15-year replacement schedule. Future cost projections were established with an annual contribution rate set to ensure funding for the future purchase. The Fire Department budget has funded and made these contributions annually to the vehicle replacement account as established within the plan. Funds for the purchase of the new apparatus are available and are part of the Village's Fiscal Year 2016 budget. No loans will be required, nor will the purchase impact the general fund or any other service provided by the Village.

Typically, once vehicles are replaced, they remain in the fleet as "reserve apparatus" for a number of years with their annual replacement saving contribution stopped. This practice allows backup coverage for frontline vehicles when they are out-of-service for maintenance while eliminating the continued budget impact for contributions into the replacement fund.

Although the Fire Department maintains reserve apparatus for all frontline engines and ambulances, it does not have a reserve aerial unit. Due to the changes in building construction and interior finishes and furnishings, the Fire Department has felt strongly that we should not, at any point, operate without an in-service frontline aerial apparatus. Because of this change in philosophy driven by the dynamics of modern fire loading, the Department, for several years, has been borrowing (at no cost) the Village of Streamwood's reserve aerial apparatus when our own has been down for service.

The existing ladder truck is fifteen (15) years old and is considered in fair shape. If its frontline life was extended, it is likely that the vehicle could remain in-service for approximately five (5) more years until it would become cost prohibitive to repair and maintain, while simultaneously experiencing an unacceptable level of down-time. As a reserve ladder, it is likely that this vehicle can remain in-service for an additional fifteen years or until such time as the new ladder is ready to move into the reserve fleet.

With the purchase of a new aerial tower ladder, the Fire Department is recommending a modification take place that would reduce the reserve fire engine fleet and move the existing aerial truck into a reserve status.

For many years, the Department has maintained between 2-3 fire engines within the reserve fleet. Chief Haigh reduced this number in 2006 down two (2) reserve engines due to the reliability of an updated and more current fleet. He is now recommending that the Department move to one (1) reserve engine and one (1) reserve ladder. He believes that this is an acceptable option since the Department's aerial apparatus is equipped with a pump and water tank, so it can also operate when needed as a reserve engine. By maintaining the current aerial ladder, the Department will have much more versatility and can better ensure a consistent frontline fleet of needed apparatus. In addition, as part of our outstanding cooperative relationship with the Streamwood Fire Department, they will utilize our reserve ladder truck when it is not being used by our department and their current tower ladder is down for repairs.

If the Board approves this recommendation, the department will surplus a 2000 Spartan/Alexis engine originally purchased by the Fire District and known as Unit #365. This unit has extensive body corrosion and has been modified repeatedly over its life to help make it operational under the demands of the current department following the takeover by the Village. If the existing aerial apparatus is sold and not moved to reserve status, Engine 365 will require extensive body and cab work in the very near future to extend its life an additional 3-5 years.

Staff is recommending that the Board approve the purchase of a new aerial tower ladder and move the existing unit to reserve status. Further, upon delivery of the new apparatus, Reserve Engine 365 be removed from service and sold.

After extensive work for more than 1-year by a fire department committee and public works fleet services personnel, a finalized specification for the new apparatus has been developed with a cost of \$1,203,000. The selected manufacturer offers a prepayment option that provides a savings of \$47,645. Staff is recommending that the Village take advantage of this significant cost savings and approve a 100% prepayment of \$1,155,355. This cost will include a performance bond to ensure protection of the Village's prepayment funds should Pierce default on their obligation to provide the vehicle. The Village has used the 100% prepayment option on the purchase of all ambulances since 2004 and it has been quite successful. The Fiscal Year 2016 budget includes \$1,300,000 for the purchase of the vehicle including loose equipment (excluding SCBA). Due largely to the attention to detail in specifying the needs of the vehicle by the Hanover Park Fire Department and the Fleet Division of the Hanover Park Public Works Department this vehicle and equipment will be delivered under budget. The loose equipment purchase is expected to cost approximately \$80,000 for a total purchase cost of apparatus and tools of approximately \$1,235,355. This is \$64,645 less than budget.

The Village is a member of the Houston-Galveston Area Council Cooperative Purchasing Program. Much like the joint purchasing program of the State of Illinois or the Northwest Municipal Conference, this is a purchasing cooperative that is intended to use the purchasing power of multiple annual purchases to drive down pricing. Additionally, this satisfies the competitive bidding requirement. This process previously was used in the 2015 purchase of a Pierce Enforcer Pumper.

The pricing included above does not include the outfitting of the vehicle for use (projected at \$80,000). This request will occur at a subsequent regular meeting of the Village Board to authorize purchase of firefighting and ancillary equipment in order to use the vehicle. The reason for the separate purchase is that the Village will receive greater discounts if shopping from multiple vendors than if purchased with the truck and be subject to mark-ups from Global.

Staff recommends the Village purchase the Pierce Arrow XT Tower Ladder as follows:

<u>Vendor</u>	<u>Item</u>	<u>Amount</u>
Global Emergency Products, Aurora	2017 Pierce Arrow-XT Ladder	\$1,155,355

Recommended Action

Motion to establish a purchase order to Global Emergency Products for a 2016 Pierce Enforcer Pumper in an amount not to exceed \$1,155,355 and authorize the Village Manager to execute any necessary documents.

Attachments: Proposal
 Photos of Existing Engine – Unit #365
 Photos Existing Tower Ladder – Unit #371

Budgeted Item:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted Amount:	\$1,300,000	
Actual Cost:	\$1,155,355	
Account Number:	61-20-2500-413-442	



WORLD CLASS EQUIPMENT SUPERIOR SERVICE

1401 N. Fairbairn Ave
Aurora Illinois 60505
(800) 582-8818

August 3, 2016

Fire Chief Craig Haigh
Hanover Park Fire Department
6850 Barrington Road
Hanover Park, IL 60133

Subject: **Proposal for One (1) Pierce Arrow-XT PUC 100' Platform
Proposal/Bid #707, HGAC Buy Program**

Dear Fire Chief Haigh,

With regard to the above subject, please find attached our completed proposal.

Pricing, is as follows, including 100% prepay option.

Pricing Summary:

Sale Price – **\$1,203,000.00**

100% Performance Bond:

Should the Hanover Park Fire Department elect to have us provide a Performance Bond, \$3,609.00 will need to be added to the above price.

100% Prepayment Option:

Should the Hanover Park Fire Department elect to make a 100% prepayment at contract execution, a discount of (\$51,254.00) can be subtracted from the above "Sale Price" resulting in a revised contract price of **\$1,151,746.00 OR \$1,155,355.00 with Performance Bond.**

Terms and Conditions:

Taxes – Not Applicable
 Freight – F.O.B. – Hanover Park, IL
 Terms – Net due upon factory exit. Net due at Contract signing for **Prepay discount** to be applicable
 Delivery – 12.5 – 13.5 months from receipt and acceptance of contract



PERFORM LIKE NO OTHER
FACTORY AUTHORIZED DEALER
ILLINOIS - INDIANA



Said apparatus and equipment are to be built and shipped in accordance with the specifications hereto attached, delays due to strikes, war, or international conflicts, or other causes beyond our control not preventing, could alter the delivery schedule.

The specifications herein contained, shall form a part of the final contract, and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

This proposal for fire apparatus conforms with all Federal Department of Transportation (DOT) rules and regulations in effect at the time of bid, and with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of bid, except as modified by customer specifications.

The attached proposal is valid for 30 days.

We trust the above and the enclosed to be full and complete at this time; however, should you have any questions or require additional information, please do not hesitate to contact me at 630-303-8776 or jkenna@gep3.com.

We wish to thank the Hanover Park Fire Department for the opportunity to submit our proposal.

Respectfully,

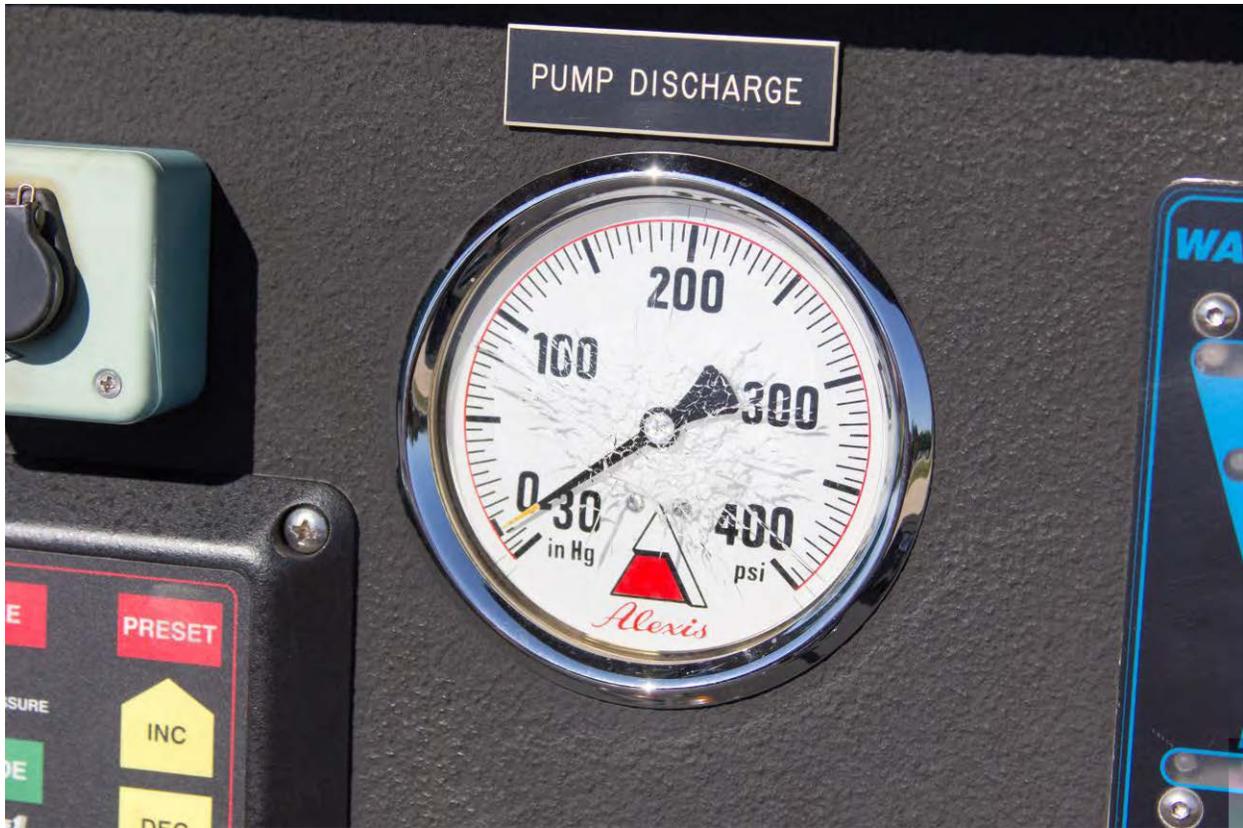
John Kenna
Apparatus Sales
Global Emergency Products

Unit 365 – To Be Sold













Unit 371 – To Be Moved to Reserve







TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
T.J. Moore, Director of Public Works and Engineering

SUBJECT: Celebrity Circle Reconstruction/Resurfacing Change Order

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

Approve a Change Order in the amount of \$112,909.45 to the construction contract with Chicagoland Paving Contractors, Inc. for Celebrity Circle Reconstruction/Repaving and patching of various Village streets.

Discussion

At the March 3, 2016 Board Meeting, the Village Board awarded a contract to Chicagoland Paving Contractors, Inc., in an amount not to exceed \$879,967.93, for Celebrity Circle Reconstruction/Resurfacing and patching on various Village streets. During the course of construction, areas of poor soil were discovered, sidewalk modifications were needed to ensure ADA compliance, and additional dirt and sod were needed for the parkways, all of which resulted in nearly \$83,000 of additional costs over the original contract.

At the time of award on March 3, 2016, the requested amount of the budgeted \$1,000,000 was reduced to the bid amount of the contract. This left no contingency in the project for the unforeseen circumstances that were encountered. Generally contracts of this magnitude would have at least a 10% contingency attached to the project.

Recommended Action

Motion to approve a Change Order in the amount of \$112,909.45 to the contract with Chicagoland Paving Contractors, Inc. for the additional work on the Celebrity Circle Reconstruction/Resurfacing project and to allow for 500SY of street patching to be completed throughout town this year, and authorize the Village Manager to execute the necessary documents.

Attachments: Change Order
Agenda Item March 3, 2016

Budgeted Item:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Budgeted Amount:	\$1,000,000.00
Actual Cost:	\$ 992,877.38
Account Number:	11-20-2600-413-422

Agreement Name: _____

Executed By: Juliana Maller

CHICAGOLAND PAVING CONTRACTORS, INC.
 225 TELSER ROAD
 LAKE ZURICH, IL 60047
 Tel: 847-550-9681 Fax: 847-550-9684

July 27, 2016

Village of Hanover Park
 Mr. Thomas Jack Moore
 2041 Lake St
 Hanover Park, IL 60133-4398

**Re: Village of Hanover Park
 Celebrity Circle Reconstruction / Resurfacing
 Change Order Request**

Mr. Moore

Please issue a formal change order for the contract based on the work that has been completed to date and the patching work that is anticipated to be completed in the near future.

Work Completed To Date (See Attached Spreadsheet)	LS	1	\$962,877.38	\$ 962,877.38
Addition Patching to be Completed	LS	1	\$30,000.00	\$ 30,000.00
Anticipated Final Contract Value				<u>\$ 992,877.38</u>
Less Original Contract Value	LS	1	-\$879,967.93	\$(879,967.93)
Requested Change Order Total				<u>\$112,909.45</u>

Respectfully,



William R. Bowes, Vice President
 Chicagoland Paving Contractors, Inc.

CHICAGOLAND PAVING CONTRACTORS, INC.
225 TELSER ROAD
LAKE ZURICH, IL 60047
TEL: 847-550-9681 FAX: 847-550-9684

VILLAGE OF HANOVER PARK
Celebrity Circle Reconstruction / Resurfacing

July 15, 2016

PAY REQUEST #2

Item No.	Item Description	Unit	Quantity	Unit Price	Total Price	To Date Quantity	Total This Payment
20200100	EARTH EXCAVATION	CY	2347	\$23.00	\$53,981.00	2,902.00	\$66,746.00
20201200	REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	CY	1470	\$23.00	\$33,810.00	3,623.00	\$83,329.00
20700220	POROUS GRANULAR EMBANKMENT	CY	1068	\$30.00	\$32,040.00	2,137.00	\$64,110.00
20800150	TRENCH BACKFILL	CY	16	\$32.00	\$512.00	16.00	\$512.00
21001000	GEOTECHNICAL FABRIC FOR GROUND STABILIZATION	SY	3205	\$1.00	\$3,205.00	5,255.00	\$5,255.00
21101625	TOPSOIL FURNISH AND PLACE, 6"	SY	2561	\$0.15	\$384.15	4,996.00	\$749.40
25000400	NITROGEN FERTILIZER NUTRIENT	LB	32	\$2.15	\$68.80	32.00	\$68.80
25000500	PHOSPHORUS FERTILIZER NUTRIENT	LB	32	\$2.15	\$68.80	32.00	\$68.80
25000600	POTASSIUM FERTILIZER NUTRIENT	LB	32	\$2.15	\$68.80	32.00	\$68.80
25100630	EROSION CONTROL BLANKET	SY	2561	\$0.15	\$384.15		\$0.00
25200110	SODDING, SALT TOLERANT	SY	2561	\$16.25	\$41,616.25	5,300.00	\$86,125.00
25200200	SUPPLEMENTAL WATERING	UNIT	5	\$100.00	\$500.00		\$0.00
28000510	INLET FILTERS	EA	15	\$130.00	\$1,950.00	15.00	\$1,950.00
30300110	AGGREGATE SUBGRADE IMPROVEMENT 10"	SY	7847	\$10.75	\$84,355.25	6,626.33	\$71,233.05
35101600	AGGREGATE BASE COURSE, TYPE B 4"	SY	1003	\$5.00	\$5,015.00	1,632.00	\$8,160.00
35501308	HOT-MIX ASPHALT BASE COURSE, 6"	SY	612	\$27.00	\$16,524.00	612.00	\$16,524.00
40600275	BITUMINOUS MATERIALS (PRIME COAT)	LB	12663	\$0.01	\$126.63	12,663.00	\$126.63
40600400	MIXTURE FOR CRACKS, JOINTS, AND FLANGEWAYS	TON	2.9	\$750.00	\$2,175.00		\$0.00
40603100	HMA BINDER COURSE, IL-19.0L, N30	TON	1309	\$75.00	\$98,175.00	1,045.59	\$78,419.25
40603305	HMA SURFACE COURSE, MIX "C", N30	TON	919	\$85.00	\$78,115.00	1,160.48	\$98,640.80
42001300	PROTECTIVE COAT	SY	1367	\$1.60	\$2,187.20	1,367.00	\$2,187.20
42300200	PCC DRIVEWAY PAVEMENT, 6"	SY	61	\$36.50	\$2,226.50	43.00	\$1,569.50
42400200	PCC SIDEWALK 5"	SF	2969	\$4.10	\$12,172.90	8,360.00	\$34,276.00
42400800	DETECTABLE WARNINGS	SF	180	\$22.00	\$3,960.00	320.00	\$7,040.00
44000100	PAVEMENT REMOVAL	SY	6681	\$4.50	\$30,064.50	6,681.00	\$30,064.50
44000155	HOT-MIX ASPHALT SURFACE REMOVAL, 1 1/2"	SY	3437	\$1.75	\$6,014.75	4,743.00	\$8,300.25
44000200	DRIVEWAY PAVEMENT REMOVAL	SY	673	\$7.50	\$5,047.50	660.00	\$4,950.00



TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager
T.J. Moore, Director of Public Works & Engineering

SUBJECT: MFT Celebrity Circle Reconstruction/Resurfacing

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: March 3, 2016

Executive Summary

Award the contract for the Celebrity Circle Reconstruction/Resurfacing in an amount not to exceed \$879,967.93. Staff is requesting authorization to spend up to the budgeted total of \$1,000,000 for this project.

Discussion

Bids were opened on January 28, 2016 for this year's MFT Resurfacing Project.

This project is for the reconstruction and resurfacing of Celebrity Circle. The contractor will be replacing 4,642 linear feet of B612 curb and 800 linear feet of M312 curb. The replacement of 2,737 square feet of sidewalk is also included. In addition, the contract includes village-wide patching of approximately 3,000 square yards of streets within the Village.

The FY16 Budget includes \$1,000,000 for this project. The following bids were received:

Chicagoland Paving Contractors, Inc.	\$ 879,967.93
Johnson Paving	924,575.07
ALamp Concrete Contractors, Inc.	976,635.73
Alliance Contractors, Inc.	984,038.27
Brothers Asphalt Paving, Inc.	990,671.54
Schroeder Asphalt Services, Inc.	1,052,426.98
Arrow Road Construction Co.	1,079,153.10
Martam Construction, Inc.	1,098,888.63
Landmark Contractors, Inc.	1,109,666.59
Copenhaver Construction	1,238,253.30

Agreement Name:

Executed By: Julianna Maller

Staff recommends awarding a contract to the lowest bidder, Chicagoland Paving Contractors, Inc. Chicagoland Paving Contractors previously worked in the Village in 2007 on a Tanglewood project. Staff contacted references and believes that they will be an acceptable contractor for this project.

In addition, staff is requesting authorization to spend the remaining budgeted amount, up to the budgeted total of \$1,000,000; after any unforeseen change orders that may occur during the course of the Celebrity Circle project; for additional patching around the Village, over and above 3,000 square yards included in the bid. Staff would select the worst areas, where area patching would achieve the maximum value, and prioritize the worst areas first for any remaining funds. This patching work would be done at the same unit price presented in the low bid.

Recommended Action

Motion to award the contract for Celebrity Circle Reconstruction/Resurfacing to Chicagoland Paving Contractors in an amount not to exceed \$879,967.93 and authorize the Village Manager to execute the contract documents. Staff additionally seeks authorization to spend up to the budgeted amount of \$1,000,000 for additional patching.

Attachments: Bid Tab
Proposal

Budgeted Item:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted Amount:	\$1,000,000.00	
Actual Cost:	\$ 879,967.93	
Account Number:	11-20-2600-413-422	


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
T. J. Moore, Director of Engineering and Public Works

SUBJECT: Raising of Rate for Leachate Treatment at Mallard Lake Landfill

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

Staff requests the Village Board authorize the raising of the rate for leachate treatment for the Mallard Lake Landfill.

Discussion

As part of the agreement with BFI Waste Systems of North America dated April 21, 2005 and amended May 11, 2011, the Village has the right to raise the rate paid to the Village for the treatment of leachate at the Hanover Park Sewer Treatment Plant. The rate increase is limited to the lesser of the CPI for the previous year or five percent. In this case, according to the website of the Bureau of Labor Statistics, the previous year's raise in the consumer price index was one percent. This recommended change will change the current rates as detailed below.

- \$32.50 per 1,000 gallons to \$32.83 per 1,000 gallons for the first 4,500,000 gallons
- \$22.50 per 1,000 gallons to \$22.72 per 1,000 gallons for 4,500,001 gallons up to 7,500,000 gallons
- \$12.50 per 1,000 gallons to \$12.63 per 1,000 gallons over 7,500,000 gallons

Although it has not been the practice previously, staff is additionally requesting authorization to administratively increase the rate to the Mallard Lake Landfill, as permitted in their agreement with the Village, by the CPI or five percent, whichever is lesser, administratively each year. Although the annual rate of CPI change has been quite small for the past several years, it is a good practice to take advantage of even minimal increases in revenue where available.

Agreement Name: _____

Executed By: Juliana Maller

Regular Board Mtg.
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Recommended Action

Motion to approve the increase in rate billed to BFI of North America to one percent and allow the administrative annual adjustment of rates regarding the treatment of landfill leachate at the Mallard Lake Landfill to be managed administratively.

Budgeted Item:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Budgeted Amount:	\$0	
Actual Cost:	\$	
Account Number:		

**AMENDMENT TO
LEACHATE TREATMENT AGREEMENT**

WHEREAS, heretofore a Leachate Treatment Agreement (“Agreement”), was entered into on the 21st day of April, 2005, by and between the Village of Hanover Park, Counties of Cook and DuPage, State of Illinois, (“Hanover Park” or “Village”) and BFI Waste Systems of North America, Inc., a subsidiary of Republic Services, Inc., which Agreement is in full force and effect; and

WHEREAS, BFI Waste Systems of North America, LLC, a Delaware corporation licensed to do business in the State of Illinois (“BFI, LLC”), is the successor to BFI and desires to continue to transport leachate, landfill gas condensate, and leachate/condensate mixture from the Mallard Lake Landfill (“leachate”) to Hanover Park for treatment in Hanover Park’s Sewage Treatment Plant, but desires to amend the Leachate Treatment Agreement heretofore entered into on April 21, 2005, which Agreement is in full force and effect; and

WHEREAS, the Village of Hanover Park is agreeable to said amendment.

NOW, THEREFORE, for and in consideration of the promises and mutual agreements herein contained, and other good and valuable consideration, Hanover Park and BFI, LLC, agree to amend the Leachate Treatment Agreement entered into on April 21, 2005, as follows:

Wherever in the Agreement BFI Waste Systems of North America, Inc., appears, it is amended to read BFI Waste Systems of North America, LLC (“BFI”).

Numbered paragraphs 1. and 2. of SECTION I. is hereby amended to provide as follows:

SECTION I. TREATMENT PROGRAM

1. This Agreement was originally entered into on April 21, 2005, and commenced on that date (“Commencement Date”) and will terminate on April 30, 2025 (“Termination Date”) unless otherwise terminated pursuant to Section II. The Termination Date may be extended pursuant to mutual written agreement of the parties hereto.

2. The Village agrees that it will not treat any leachate pursuant to this Agreement other than the leachate from the Mallard Lake Landfill - IEPA Site # 043801004. This agreement does not provide for the treatment of leachate from the Mallard Lake Landfill North Hill - IEPA Site # 0434485002, which is owned and operated by the Forest Preserve District of DuPage County. Nothing in this Agreement prevents or affects in any way the right of Hanover Park to enter into an agreement with others concerning and/or treating leachate from said North Hill under whatever terms the Village in its sole judgment determines without any right of consent by or consideration of BFI.

COPY

Numbered paragraph 1. of SECTION II. is hereby amended to provide as follows:

SECTION II. SUSPENSION AND TERMINATION

1. This Agreement shall automatically terminate upon the expiration of, and failure of Hanover Park to secure a renewal for, any then current permit required for treatment of leachate by Hanover Park, or in the event of any change in regulations which would prohibit the treatment of leachate by Hanover Park. Hanover Park agrees, however, that it shall use its best efforts to maintain all necessary permits in full force and effect for the duration of this Agreement after the execution of this Agreement. In the event that this Agreement is terminated due to BFI's termination of its discharge into the system or its termination or non-renewal of its discharge permit, BFI will notify the Village of Hanover Park at least one hundred eighty (180) days prior to any such termination and shall also pay to Village \$25,000 as an early termination fee.

* * * * *

Numbered paragraph 1. of SECTION III. is hereby amended to provide as follows:

SECTION III. CHARGES FOR TREATMENT OF LEACHATE AND HANOVER PARK'S TESTING PROGRAMS

1. Effective on the Commencement Date of this Amendment, which shall be the 1st day of the month occurring after the date the last party signs this Amendment, the amount to be paid to Hanover Park by BFI for leachate treatment will be based on the quantity of Leachate delivered by BFI to Hanover Park in a calendar month and the costs of testing programs incurred by Hanover Park. The applicable rates for leachate treatment are \$32.50 per 1,000 gallons for the first 4,500,000 gallons; \$22.50 per 1,000 gallons for 4,500,001 to 7,500,000 gallons; and \$12.50 per 1000 gallons for anything over 7,500,000 gallons. The leachate treatment rate shall apply to the entire monthly volume of leachate delivered for treatment in a calendar year. The rates existing prior to the Commencement Date of this Amendment shall be applicable to leachate delivered to Hanover Park up to the last day of the month occurring in the month the last party signs this Amendment.

* * * * *

Numbered paragraph 1. of SECTION V. is hereby amended to provide as follows:

SECTION V. NOTICES

1. Unless specified more particularly below, any written notice provided for in this Agreement shall be given either by facsimile, followed by Certified Mail, Return Receipt Requested, or by Certified Mail, Return Receipt Requested. Date of delivery shall be date of facsimile transmission, for facsimile notice, or date of receipt of notice for certified mail notice. The following persons are designated by the parties for the purpose of receiving all notices under this Agreement:

For BFI:
Environmental Manager
26W580 Schick Road
Hanover Park, IL 60133

For Hanover Park:
Village Manager
2121 W. Lake Street
Hanover Park, IL 60133

2. Billing invoices shall be submitted to:

3. Invoice payments by BFI shall be sent to:

Village of Hanover Park
Finance Department
2121 West Lake Street
Hanover Park, IL 60133

4. Weekly leachate sample results and split samples obtained by BFI shall be sent to:

Village of Hanover Park
Wastewater Treatment Supervisor
2121 West Lake Street
Hanover Park, IL 60133

5. Notifications for additional outside laboratory analysis to be undertaken by Hanover Park shall be submitted to the following BFI representative:

6. Notifications of upsets or other conditions that could impair or otherwise impact the operation of Hanover Park's Sewage Treatment Plant (including leachate falling outside leachate parameters and planned significant changes to leachate discharges):

For BFI:
Environmental Manager
26W580 Schick Road
Hanover Park, IL 60133

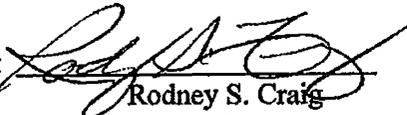
For Hanover Park:
Village of Hanover Park
Wastewater Treatment Supervisor
2121 West Lake Street
Hanover Park, IL 60133

Effectiveness of Agreement: All terms and conditions of the Leachate Treatment Agreement shall remain in full force and effect, except as specifically modified by this Amendment. In the event a conflict between the terms and conditions of the Leachate Treatment Agreement with those of this Amendment, the terms and conditions of this Amendment shall supersede and control.

IN WITNESS HEREOF the parties hereto have duly executed this Amendment the days and dates hereinafter set forth.

Dated this 18 day of May, 2011

VILLAGE OF HANOVER PARK

BY: 
Rodney S. Craig
Village President

(SEAL)
ATTEST:

BY: 
Eira L. Corral, Village Clerk

Dated this 11 day of May, 2011

BFI WASTE SYSTEMS OF NORTH AMERICA, LLC

BY: **BROWING FERRIS INDUSTRIES, LLC, its sole member**
18500 North Allied Way
Phoenix, AZ 85054



BY: [Signature]
it's authorized member

(SEAL)
ATTEST:

Patti L Bohaczek

COPY

FINAL 6-A.6
4-15-05

LEACHATE TREATMENT AGREEMENT

THIS LEACHATE TREATMENT AGREEMENT, (“Agreement”) made this 21st day of April 2005, by and between the Village of Hanover Park, Counties of Cook and DuPage, State of Illinois, (“Hanover Park” or “Village”) and BFI Waste Systems of North America, Inc., a subsidiary of Allied Waste Industries, Inc., (“BFI”):

WITNESSETH:

WHEREAS, Hanover Park owns and operates a Sewage Treatment Plant for the purpose of treating sanitary waste discharges of residents and property within the DuPage County portion of its corporate limits; and

WHEREAS, Hanover Park’s Sewage Treatment Plant’s capacity currently exceeds its immediate needs to serve the residents and property within its corporate limits; and

WHEREAS, the Forest Preserve District of DuPage County owns the Mallard Lake Landfill located at 26W580 Schick Road (northwestern DuPage County - south of the West Branch of the DuPage River) adjacent to Hanover Park; and

WHEREAS, the Mallard Lake Landfill is a 230 acre landfill that accepted waste from 1975 until March of 1999 and is currently operated by BFI; and

WHEREAS, the Mallard Lake Landfill accepted municipal solid waste, construction and demolition wastes, and permitted special wastes; and

WHEREAS, BFI desires to transport leachate, landfill gas condensate, and leachate/condensate mixture from the Mallard Lake Landfill (“Leachate”) to Hanover Park for treatment in Hanover Park’s Sewage Treatment Plant by connecting to the existing sewer system (“Hanover Park’s Sewer System”); and

WHEREAS, BFI and the Village entered into a Pilot Program Leachate Agreement dated September 19, 2002; and

WHEREAS, The Village treated Leachate from the Mallard Lake Landfill under the terms and conditions of the Pilot Program Leachate Agreement; and

WHEREAS, the purpose of the Pilot Program Agreement was to allow Hanover Park to study, by way of a pilot program, whether the treatment of Leachate could be adequately performed, on a consistent and efficient basis, utilizing Hanover Park’s Sewage Treatment Plant as currently designed, configured and operated; and

WHEREAS, the Final Report of the Leachate treatment test conducted pursuant to the Pilot Program Agreement has concluded that “there is no reason, based upon these tests, to believe that there is a significant engineering or technical risk to accepting landfill Leachate at the treatment plant”; and

WHEREAS, BFI warrants to Hanover Park that the Leachate to be delivered to Hanover Park for treatment pursuant to this Agreement shall consist of Leachate of a substantially similar type and concentration as reflected in the chemical analysis attached hereto as Exhibit A; and

WHEREAS, BFI warrants to Hanover Park that none of the Leachate to be delivered to Hanover Park for treatment pursuant to this Agreement shall constitute hazardous waste as that term is defined by the United States Environmental Protection Agency or the Illinois Environmental Protection Agency ("IEPA"), and that all of the same can be safely treated by Hanover Park without the introduction of additional treatment practices or requirements; and

WHEREAS, BFI warrants that the Mallard Lake Landfill is a special (non-hazardous) waste and general municipal refuse landfill; and

WHEREAS, BFI has applied for and obtained from IEPA a permit to construct a connection from sanitary landfill leachate and landfill gas condensate tanks at the Mallard Lake Landfill to Hanover Park's Sewage Treatment Plant; and

WHEREAS, BFI and Hanover Park intend hereby to establish the terms under which BFI will deliver Leachate to Hanover Park for treatment and whereby Hanover Park shall treat the Leachate ,

NOW, THEREFORE, in consideration of the promises and mutual agreements herein contained, Hanover Park and BFI agree as follows:

SECTION I. TREATMENT PROGRAM

1. This Agreement will commence on the date of the last signature hereto ("Commencement Date") and will terminate on April 30, 2015 ("Termination Date") unless otherwise terminated pursuant to Section II. The Termination Date may be extended pursuant to mutual written agreement of the parties hereto.

2. The Village agrees that it will not treat any Leachate pursuant to this Agreement other than the Leachate from the Mallard Lake Landfill - IEPA Site # 043801004. This Agreement does not provide for the treatment of Leachate from the Mallard Lake Landfill North Hill - IEPA Site # 0434485002, which is owned and operated by the Forest Preserve District of DuPage County. Any consideration of Leachate treatment from the North Hill must be provided for under a separate agreement.

3. Hanover Park will accept a maximum of 28,500 gallons of Leachate per day from BFI. The Leachate shall be discharged at a point to be designated, in writing, by Hanover Park. Leachate will be accepted via the sewer connection five days per week, Monday through Friday, 16 hours per day, between 5:00 a.m. and 9:00 p.m., unless otherwise modified by regulatory requirement or mutual consent, during the term of the Agreement. The discharge rate shall not exceed 19.8 gallons per minute or as mutually agreed upon between BFI and the Village. Hanover Park shall have the right to modify Leachate acceptance only during low flow conditions. Leachate acceptance shall be allowed when plant flows are high and when Leachate addition would constitute a low proportion of the flow.

4. BFI shall pay all costs involved in obtaining federal, state, or local permits required in order to connect to Hanover Park's Sewer System and for Hanover Park to legally accept the Leachate at its Sewage Treatment Plant. BFI shall pay all costs involved in sewer connection construction, including any related design engineering work. The permanent sewer connection shall be constructed in accordance with the design prepared by Weaver Boos Consultants entitled Mallard Lake Landfill Leachate Forcemain Connection Application IEPA Site No. 043801004 dated November 20, 2003 and hereto attached as Exhibit B.

5. Hanover Park shall be under no obligation to accept any Leachate for treatment until Hanover Park, in its sole discretion, determines BFI has received all required permits set forth in paragraph 4 above.

6. Hanover Park shall accept Leachate for treatment during the term of the Agreement provided that the Leachate meets the following parameters (hereinafter collectively referred to as the "Leachate Parameters"):

- a) The Leachate shall be substantially similar in chemical composition and chemical concentration to that reflected in the chemical analysis attached hereto as Exhibit A; and
- b) The Leachate shall not threaten, cause or result in violations of Hanover Park's operation permit, Hanover Park's National Pollution Discharge Elimination System ("NPDES") permit, and/or any other federal, state or local permit or regulation governing Hanover Park's operation of its Sewage Treatment Plant; and
- c) The Leachate shall not violate any provision contained in the Municipal Code of Hanover Park ("Hanover Park Sewer Code") (attached hereto as Exhibit C), specifically, the Hanover Park Sewer Code or as specifically waived in writing by the Village; and
- d) Except as provided herein, the Leachate shall not violate any applicable federal, state, or local pretreatment laws, regulations, standards, or ordinances, including any such laws, regulations, standards, or ordinances that may become effective during the term of this Agreement; and
- e) The Leachate shall, at no time, exceed the limits for pollutants as contained in the applicable permits issued by IEPA to: (i) BFI; (ii) Hanover Park ; or (iii) Hanover Park governing the discharge of Leachate by BFI into Hanover Park's Sewer System; and
- f) The Leachate shall not adversely affect the composition of Hanover Park's wastewater treatment sludge nor place additional burdens on sludge disposal requirements.

7. At any time during the term of this Agreement, Hanover Park may split samples of Leachate provided by BFI submitted to an outside laboratory for analysis. Hanover Park shall

notify BFI of its intent to utilize such additional laboratory testing and to allow BFI to split the sample. Said notification will be made to the BFI representative identified in Section V below. Hanover Park shall pay all costs associated with such additional analytical sampling.

8. BFI shall comply with all terms and special conditions as outlined in the IEPA Water Pollution Control Permit number 2004-HB-2756 issued December 10, 2004, attached hereto as Exhibit D.

9. BFI is not authorized to discharge Leachate to Hanover Park's Sewer System after the Termination Date (unless the parties otherwise agree in writing).

SECTION II. SUSPENSION AND TERMINATION

1. This Agreement shall automatically terminate upon the expiration of, and failure of Hanover Park to secure a renewal for, any then current permit required for treatment of Leachate by Hanover Park, or in the event of any change in regulations which would prohibit the treatment of Leachate by Hanover Park. Hanover Park agrees, however, that it shall use its best efforts to maintain all necessary permits in full force and effect for a period of ten (10) years after the execution of this Agreement.

2. Hanover Park, in its reasonable discretion, may reject any Leachate which it determines falls outside Leachate Parameters. If, at any time during the term of this Agreement, Hanover Park reasonably believes that any Leachate delivered to it by BFI does not fall within the Leachate Parameters, Hanover Park may immediately cease accepting Leachate and suspend this Agreement. Hanover Park will first attempt to shut off the flow of Leachate at the BFI Leachate storage tanks located near the entrance of Mallard Lake Landfill at 26 West 580 Schick Road. If Hanover Park is unable to terminate the flow of Leachate at the BFI Leachate storage tanks, Hanover Park will terminate the flow of Leachate at the Village's sewer system force main. Upon such suspension, BFI shall have ten (10) days to demonstrate to Hanover Park that the Leachate to be supplied to Hanover Park under this Agreement does fall within Leachate Parameters. Upon such demonstration, Hanover Park may lift the suspension and accept Leachate under this Agreement.

3. If, at any time during the term of this Agreement, Hanover Park determines that the volume of Leachate has caused a material upset in its wastewater treatment operations, Hanover Park shall immediately notify BFI and the parties hereto shall take all necessary steps to reduce the volume of Leachate delivered by BFI. Thereafter, Hanover Park may reduce and shut off the volume of Leachate that may be treated at its Sewage Treatment Plant pursuant to this Agreement.

4. If, at any time during the term of this Agreement, Hanover Park determines that the volume of Leachate may cause a material upset to wastewater treatment operations, Hanover Park may, upon three (3) day written notice to BFI, require a reduction in the volume of Leachate that may be treated at its Sewage Treatment Plant pursuant to this Agreement.

5. In addition to the provisions in paragraphs 1 through 4 above, Hanover Park may terminate this Agreement and discharges of Leachate into Hanover Park's Sewer System if BFI:

(i) violates any applicable federal, state, or local permit provision relating to the discharge of Leachate into Hanover Park's Sewer System; (ii) fails to accurately characterize the constituents and characteristics of its Leachate discharges; (iii) fails to report significant changes in Leachate wastewater volume, constituents, and characteristics prior to discharge (iv) refuses reasonable access to its facility for the purpose of inspection, monitoring, or sampling; or (v) violates any federal, state or local pretreatment standards or effluent limitations applicable to its Leachate discharges to Hanover Park's Sewer System. In the event that Hanover Park elects to terminate BFI's use of its Sewage Treatment Plant pursuant to this paragraph, BFI will be notified of the proposed termination and will be offered an opportunity to show cause why the proposed action should not be taken. Exercise of this option by Hanover Park shall not be a bar to, or a prerequisite for, taking any other action against BFI.

SECTION III. CHARGES FOR TREATMENT OF LEACHATE AND HANOVER PARK'S TESTING PROGRAMS

1. Effective on the Commencement Date, the amount to be paid to Hanover Park by BFI for Leachate treatment will be based on the quantity of Leachate delivered by BFI to Hanover Park in a calendar month and the costs of testing programs incurred by Hanover Park. The applicable rates for Leachate treatment are \$50.00 per 1,000 gallons. The Leachate treatment rate shall apply to the entire monthly volume of Leachate delivered for treatment.

2. Hanover Park shall provide monthly billing statements to BFI. Services will be billed on the 15th of the month for Leachate received through the end of the previous month. All charges not paid within thirty (30) days of the date of the billing shall be assessed a late fee of one and one half percent (1-1/2%) per month or portion thereof. This Agreement may be terminated by Hanover Park upon fifteen (15) days notice, in writing, if payment for service provided, and which is not subject to dispute, is not received within ninety (90) days of the billing. Monthly billing statements shall be sent to the BFI representative identified in Section V hereto by regular first class United States mail, proper postage pre-paid.

3. Hanover Park reserves the right to increase the charges provided herein at any time upon ninety (90) days prior written notice of any proposed rate changes. Notwithstanding the foregoing, Hanover Park agrees, that it shall not raise treatment rates in any calendar year by an amount which exceeds the lower of the prior calendar year's rise, if any, in the Consumer Price Index, or five percent (5%).

SECTION IV. INDEMNIFICATION AND INSURANCE

1. BFI shall indemnify and save Hanover Park, and its officers, employees, and agents, harmless from any and all liability, loss, damages, expense, causes of action, suits, claims, or judgments arising from injury to person or property, or violation, actual or alleged, of any law, rule or regulation, including, without limitation, the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"), 42 U.S.C. § 9601 *et seq.*, the Resource Conservation and Recovery Act ("RCRA"), 42 U.S.C. § 6901 *et seq.*, the Illinois Environmental Protection Act, 415 ILCS § 5/1 *et seq.*, resulting from or based upon the treatment of Leachate delivered by BFI and treated by Hanover Park pursuant to this Agreement (or as may otherwise be released onto property located within Hanover Park), and shall, at its own cost and expense,

defend any and all suits which may be brought against Hanover Park, either alone or in conjunction with others upon any such liability, claim or claims and shall satisfy, pay and discharge any and all judgments and fines that may be recovered against Hanover Park in any such action or actions, provided, however, that Hanover Park shall give BFI reasonable written notice of any such claim or demand. Notwithstanding the foregoing, BFI shall have no indemnification obligation to the extent that any such liability, loss, damage, expense, cause of action, suit, claim or judgment is entirely unrelated to the Leachate and/or the Leachate Agreement.

2. BFI shall, at minimum, obtain and pay for a policy of comprehensive general liability insurance with an insurance company satisfactory to and approved by Hanover Park. Said policy shall carry limits of liability satisfactory to and approved by Hanover Park, no less than \$5 million per occurrence and \$15 million aggregate limits, but not more than what the Village's current Residential Scavenger is required by the Franchise Agreement and shall identify the Village of Hanover Park, its agents, employees, and officers as an additional insured on the Certificate of Insurance. The Certificate of Insurance shall be provided by BFI upon execution of this Agreement. BFI shall provide copies of each and all applicable policies upon execution of this Agreement including General Liability, Automobile Liability and Excess Liability upon written request of the Village evidencing the insurance coverages set forth in this paragraph for the duration of this Agreement and any extensions hereto while Hanover Park treats Leachate from BFI. BFI shall automatically provide copies of the Certificate of Insurance thirty (30) days prior to the policy expiration date, which indicates the new policy effective date and policy period.

3. BFI shall also, at minimum, cause Hanover Park to become an additional insured on all of its casualty and liability policies which might or could provide insurance coverage to Hanover Park for any aspect or matter pertaining to this Agreement; provided, however, that the provisions of said casualty and liability policies which duplicate coverage provided by the standard owners protective policy provided by BFI to Hanover Park pursuant to the previous paragraph shall provide excess coverage to the standard owners protective' policy coverage, which provides primary coverage for Hanover Park. BFI shall, immediately upon the execution of this Agreement (and in any event prior to the commencement of construction of the sewer and its appurtenances) provide copies of each and all policies, upon written request and certificates of the underwriter, evidencing the insurance coverages set forth in this paragraph.

4. BFI, shall also, at a minimum, identify Hanover Park, its agents, employees, and officers as an additional insured, non-owned location, on Allied Waste Industries' Pollution Legal Liability Policy, which shall provide insurance coverage to Hanover Park for any aspect or matter pertaining to this Agreement; including and not limited to any corrective actions or fines levied against Hanover Park by any governmental agency, to remedy conditions caused by, or resulting from, Leachate discharged into Hanover Park's Sewage Treatment Plant or otherwise released onto or under property owned by or within Hanover Park's corporate boundaries. Said Pollution Legal Liability Insurance Policy shall provide no less than \$35,000,000 per occurrence or incident and \$35,000,000 aggregate limit to which Hanover Park shall be added by endorsement or amendment. BFI shall provide a copy of said Pollution Legal Liability Insurance Policy upon execution of this Agreement and certificates of the underwriter evidencing the insurance set forth in this paragraph for the duration of this Agreement and any extensions hereto

while Hanover Park treats Leachate from BFI. BFI shall provide subsequent future Pollution Legal Liability Insurance Policies upon written request of the Village. BFI shall automatically provide copies of the Certificate of Insurance thirty (30) days prior to the policy expiration date, which indicates the new policy effective date and policy period.

5. The Pollution Legal Liability Insurance Policy shall not expire until six (6) months following the termination date of this Agreement including any extensions thereto or after Hanover Park no longer treats Leachate at the Sewage Treatment Plant.

SECTION V. NOTICES

1. Unless specified more particularly below, any written notice provided for in this Agreement shall be given either by facsimile, followed by Certified Mail, Return Receipt Requested, or by Certified Mail, Return Receipt Requested. Date of delivery shall be date of facsimile transmission, for facsimile notice, or date of receipt of notice for certified mail notice. The following persons are designated by the parties for the purpose of receiving all notices under this Agreement:

For BFI:

Brian Holcomb
BFI Services Group, Inc.
13832 S. Kostner Avenue
Crestwood, IL 60445

For Hanover Park:

Marc G. Hummel
Village Manager
2121 W. Lake Street
Hanover Park, IL 60133

- | | | |
|----|--|---|
| 2. | Billing invoices shall be submitted to: | Jim Hitzeroth
Environmental Manager
Mallard Lake Landfill
26W580 Schick Road
Hanover Park, IL 60133 |
| 3. | Invoice payments by BFI shall be sent to: | Village of Hanover Park
Finance Department
2121 West Lake Street
Hanover Park, IL 60133 |
| 4. | Weekly Leachate sample results and split samples obtained by BFI shall be sent to: | Larry Stahl
Wastewater Treatment Supervisor
2121 West Lake Street
Hanover Park, IL 60133 |

5. Notifications for additional outside laboratory analysis to be undertaken by Hanover Park shall be submitted to the following BFI representative:

Jim Hitzeroth
 Environmental Manager
 Mallard Lake Landfill
 26W580 Schick Road
 Hanover Park, IL 60133

6. Notifications of upsets or other conditions that could impair or otherwise impact the operation of Hanover Park's Sewage Treatment Plant (including Leachate falling outside Leachate Parameters and planned significant changes to Leachate discharges):

For BFI:

Jim Hitzeroth
 Environmental Manager
 Mallard Lake Landfill
 26W580 Schick Road
 Hanover Park, IL 60133

For Hanover Park:

Larry Stahl
 Wastewater Treatment Supervisor
 2121 West Lake Street
 Hanover Park, IL 60133

SECTION VI. FACILITY ACCESS

1. Representatives of Hanover Park shall have the right to enter BFI's operations concerning the Mallard Lake Landfill, 24-hours per day, 7 days per week upon prior notice to BFI, including Leachate discharge points to Hanover Park's Sewer System, to determine whether BFI is complying with all requirements of this Agreement and applicable IEPA permit requirements. BFI shall allow Hanover Park ready access to all parts of its operations for the purposes of inspection, sampling, meter reading, records examination and copying, and the performance of any additional duties necessary for Hanover Park to determine or confirm that Leachate discharged into Hanover Park's Sewer System is within Leachate Parameters.

2. BFI shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, representatives of Hanover Park will be permitted to enter without delay for the purposes of performing the activities specified in the preceding paragraph.

3. Hanover Park shall have the right to set up, or require installation of, such devices as are necessary to conduct sampling and/or metering of BFI's Leachate management system operations and related discharges to Hanover Park's Sewer System. Hanover Park may also require BFI to install monitoring equipment as necessary at the Sewage Treatment Plant. Sampling and monitoring equipment utilized as part of the Leachate management system for the Mallard Lake Landfill shall be maintained at all times in a safe and proper operating condition by BFI at its own expense. All devices used to measure Leachate shall be calibrated semi-annually to ensure the devices' accuracy.

4. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by BFI at the written or verbal request of Hanover Park and shall not be replaced. The costs of clearing such access shall be born by BFI.

SECTION VII. REPORTING REQUIREMENTS

1. BFI shall notify Hanover Park of any material changes to Leachate discharges to Hanover Park's Sewage Treatment Plant which might alter the nature or quality of the Leachate at least fourteen (14) days before the change. For purposes of this paragraph, "material changes" include, but are not limited to, the discharge of any previously unreported pollutants, the discharge of Leachate falling outside the Leachate Parameters, or the discharge of Leachate which could reasonably be expected to affect the operation, performance or permit status of Hanover Park's Sewage Treatment Plant.

2. In the case of any discharge, including, but not limited to, accidental discharges, discharges of a non-routine, episodic nature, a non-customary discharge, or a slug load, that may cause potential problems for Hanover Park's Sewage Treatment Plant, BFI shall immediately telephone and notify Hanover Park representative identified in Section V of this Agreement of the incident. This notification shall include the location of the discharge, type of waste, concentration and volume, if known, and any corrective actions taken.

3. A notice shall be permanently posted on the bulletin boards or other prominent place within BFI's operations advising employees whom to call in the event of a discharge described in the preceding paragraph. BFI shall ensure that all employees, who may cause such a discharge to occur, are advised of the emergency notification procedure.

4. Within five (5) days following such discharge, BFI shall, unless waived by Hanover Park, submit a detailed written report describing the cause(s) of the discharge and the measures to be taken by BFI to prevent similar future occurrences. Such notification shall not relieve BFI of any expense, loss, damage, or other liability which may be incurred as a result of damage to Hanover Park's Sewage Treatment Plant, natural resources, or any other damage to person or property; nor shall such notification relieve the user of any fines, penalties, or other liability which may be imposed pursuant to applicable federal, state, or local statutes, regulations, or ordinances.

5. If Leachate sampling activities performed by BFI pursuant to this Agreement indicates that Leachate falling outside Leachate Parameters has been discharged into Hanover Park's Sewer System, BFI must notify (both verbally and by facsimile transmission) Hanover Park within one (1) hour of its receipt of the non-compliant analysis. Said notification shall be made to Hanover Park representative identified in Section V of this Agreement.

SECTION VIII. RECORDKEEPING

1. BFI shall retain, and make available for inspection and copying, all records of information obtained pursuant to any Leachate monitoring or sampling activities performed for Leachate discharged to Hanover Park's Sewer System and any additional records of information

regarding activities relating to activities conducted pursuant to, or otherwise relating to, this Agreement.

2. Records shall include the date, exact place, method, and time of sampling, and the name of the person(s) taking the samples; the dates analyses were performed; who performed the analyses; the analytical techniques or methods used; and the results of such analyses. These records shall remain available for a period of at least five (5) years. This period shall be automatically extended for the duration of any litigation concerning BFI or Hanover Park, or where the user has been specifically notified of a longer retention period by Hanover Park.

SECTION IX. MISCELLANEOUS

1. The remedies provided for in this Agreement are not exclusive. Hanover Park may take any, all, or any combination of actions against BFI for failing to abide by the terms of this Agreement, including, but not limited to, seeking the enforcement of permit violations, violations of applicable pretreatment standards, and violations of the Hanover Park Sewer Ordinance.

2. Hanover Park shall have the absolute right to cease accepting Leachate from BFI in the event of equipment failures or upsets at its Sewage Treatment Plant that are or may be unrelated to the composition and / or quantity of Leachate being delivered for treatment.

3. If any provision of this Agreement is invalidated by any court of competent jurisdiction, the remaining provisions shall not be effected and shall continue in full force and effect.

4. BFI shall operate and maintain its Leachate management system in accordance with applicable federal, state, and local regulations.

5. Information and data on BFI obtained by Hanover Park from reports, surveys, discharge permit applications, Leachate discharge permits, and monitoring programs, and from Hanover Park's inspection and sampling activities, shall not be available to the public without BFI's prior consent (which will not be unreasonably withheld or as required by law). When requested and demonstrated by BFI that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or pretreatment program, and in enforcement proceedings involving BFI. Leachate constituents and characteristics and other effluent data (as defined by 40 CFR § 2.302) will not be recognized as confidential information and will be available to the public without restriction.

6. This Agreement is not assignable by either party hereto, except that BFI may assign this Agreement without the Village's consent to one of its affiliates or in connection with the sale of all or substantially all of its assets used in performing its obligations under this Agreement, so long as all insurance and indemnifications remain in full force and effect.

7. This Agreement shall be construed and interpreted in accordance with the laws of the State of Illinois.

8. In the event that CERCLA or any other federal state or local environmental law is amended, and such amendment affects the operation or permit status of Hanover Park's Sewage Treatment Plant, this Agreement shall be reopened and renegotiated as between the parties to address said amendment.

9. The officers executing this Agreement for and on behalf of the parties hereto represent and warrant to the other party that such officers are duly authorized to make, execute and deliver this Agreement for and on behalf of such party.

10. Notwithstanding the recognized term of the Agreement as shown in Section I (1), Hanover Park and BFI agree that the Agreement may be amended from time-to-time when mutually agreed by both parties. Further, in the event that any existing or amended federal, state, or local environmental law, statute, ordinance, rule, regulation, or permit requirement not otherwise recognized in the Agreement materially affects the status or terms of this Agreement, both Hanover Park and BFI agree that the Agreement may be reopened and renegotiated to address said requirements.

IN WITNESS HEREOF the parties hereto have executed this Agreement the days and dates hereinafter set forth.

Dated this 21st day of April 2005.

VILLAGE OF HANOVER PARK

BY: _____
Irwin A. Bock

Title: Village President

(SEAL)
ATTEST:

BY: _____
Sherry L. Craig

Title: Village Clerk

Dated this 21st day of April 2005.

BFI Waste Systems of North America, Inc.

BY: 
Dan Gorske

Title: Regional Vice President

(SEAL)
ATTEST:


Scott Russeth



TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
Andrew Johnson, Deputy Chief of Police
Eric Fors, Assistant Fire Chief

SUBJECT: Letter of Intent to Participate in the DuPage Judicial Information System

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

The Village Board is requested to approve a Letter of Intent for the Village to participate in the DuPage Justice Information System Project, which involves the implementation of the new county-wide computer-aided dispatch (CAD) and records management system which will replace the current product, NetRMS.

Discussion

Since 2006, the Police Department has utilized the NetRMS reporting system for the management of all police reports, contact cards, and citations. Prior to the implementation of NetRMS, all reports were still being handwritten on paper and filed with the Records Division. NetRMS was initially provided free of charge from the Emergency Telephone System Board (ETSB). In 2011, the ETSB began passing down the yearly maintenance costs of NetRMS to the individual agencies. The fees ranged from approximately \$5,000 to \$15,000 annually. Utilizing the digital records management system integrated with DuPage County is of tremendous benefit to the police department. We are able to share critical records and reports with all other agencies in the County, access persons and vehicle databases that incorporate agency data from across the County for critical intelligence information, and electronically file and manage all of our reports. We have received notice that NetRMS will no longer be supported as of 2018, and therefore, the DuPage County Emergency Telephone Systems Board and DuPage County State's Attorney Robert Berlin have been in the process of identifying a new vendor to implement a new system. Police Records Supervisor Mike Nowak has served on the selection committee since the beginning of the search, and PD employees have participated in the vendor selection process as well. The new vendor, Intergraph, has been identified and ETSB is now moving towards obtaining Letters of Intent from municipalities to participate in the project. The attached graphic (Appendix A) contains a visual overview of the project and its conceptual integration framework.

The attached spreadsheet (Appendix B) spells out the cost sharing structure for both the initial capital investment and the annual recurring costs of the project through 2023 for

Agreement Name: _____

Executed By: _____ Regular Board Mtg.

Hanover Park and other participating agencies in the County. The costs for each agency are calculated on a per-user basis. The attached numbers are the most current cost estimates and include the Village's share of equipment replacement costs and the increased personnel costs associated with the project. The final cost allocation may change based on pricing and headcount of agencies participating in the project. These are considered to be 'high side' cost estimates and the County has indicated the belief that these numbers will likely be less when the final contracts are executed. The total estimated costs through 2023 for Hanover Park are \$589,055.75.

The spreadsheet's first column represents the total estimated cost of the project through FY23. During the implementation of the new system, it will be necessary for NetRMS to continue to be maintained through 2018. These costs are outlined in the next three columns on the spreadsheet. The initial capital investment for the Village will total \$110,000, payable in equal installments in FY17 and FY18, which make up the next columns.

FY19 will mark the first year of the new RMS system's full functionality. The yearly costs for the new system from FY19-FY23 are outlined in the next set of columns. The Agency Specific Interfaces column contains the costs associated with linking the Police Department's evidence management, crime mapping, and automated ticket writing (Dacra) program with the new records management system. These costs will not become due until approximately 24 months after the date of contract for the system. Integrating these systems will greatly enhance efficiency in the Police Department, as it will eliminate the need for entry of the same information into multiple programs and will allow for seamless transfer to the courts, crime labs, and other agencies.

The next column, Fiber Network Cost, contains the estimate of establishing fiber network connections between the ETSB and the Village. After discussions with IT Director Gerstein, it was determined that two connections to ETSB are needed. Also, fiber network connections are necessary for next generation 911. It should be noted that this column contains an estimated total of monthly charges for the connections over a five-year period (FY19-FY23). We have included these costs for Hanover Park in the Fire Department category total on the spreadsheet. The column on the far right, Total Equipment Replacement Contribution, represents each agency's share of prefunding the replacement of the system equipment when it reaches the end of its useful life. Our contribution to this will be approximately \$146,521.95.

Additionally, both the police and fire departments utilize DuPage County's services to provide computer-aided dispatch services (CAD). The new CAD system is also a part of the DuJIS Project. It should be noted that the DuPage Emergency Telephone Safety Board (ETSB) is paying for the cost of the new CAD system. At the bottom of the spreadsheet on the Fire Department side, the listed costs represent the connection between the new CAD system and the existing Firehouse records management system, which will continue to be utilized.

If the Village were to elect not to participate in DuJIS, the Police Department would need to obtain a custom, standalone system. These systems are generally very costly to implement. Tyler Technologies, the company that owns the Village's ERP system (New World), was contacted and asked to provide a quotation for a standalone records

management system. To create a records management system within New World, Tyler Technologies quoted \$672,062.00. Beyond that initial cost, there would be additional fees to interface the standalone system with the County CAD system. Not only is this option more expensive, but the Police Department would lose all interoperability with DuPage County agencies as well.

Recommended Action

Move to pass a Resolution authorizing the execution of a Letter of Intent to participate in the DuPage Judicial Information System (DUJIS).

Attachments: Resolution
Project Overview Graphic
Cost Spreadsheet
Letter of Intent.

Budgeted Item:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted Amount:	\$60,000 <i>Anticipated for FY 17</i>	
Actual Cost:		
Account Number:	31-20-2300-413-431	

RESOLUTION NO. R-16-

**AUTHORIZING THE EXECUTION OF A LETTER OF INTENT
TO PARTICIPATE IN THE DUPAGE JUDICIAL INFORMATION
SYSTEM (DUJIS)**

WHEREAS, the County of DuPage, Illinois in collaboration with its Emergency Telephone System Board (ETSB), is prepared to implement an integrated justice system known as DuJIS which will allow participating police and fire departments to exchange information with and between the County's court and correctional entities; and

WHEREAS, the County intends DuJIS will replace the ETSB's existing Computer Aided Dispatch (CAD) system; and

WHEREAS, County intends DuJIS will replace the existing incident Report Management System (RMS) used throughout the County; and

WHEREAS, the Village of Hanover Park has reviewed materials prepared by the ETSB which detail DuJIS's estimated costs, organization, and functionality, and such documents are incorporated in this resolution as if fully set forth herein; and

WHEREAS, the Village of Hanover Park desires to participate in the DuJIS System;

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES of the Village of Hanover Park, Illinois,

THAT Mayor Rodney S. Craig shall be and hereby is directed to execute the attached Letter of Intent directed to the State's Attorney and the Chairman of the ETSB; and further

THAT the Village Clerk shall transmit copies of this Resolution to the State's Attorney and the Chairman of the Emergency Telephone System Board forthwith; and further

THAT Mayor Rodney S. Craig is authorized to withdraw the Letter of Intent if the ETSB determines that the estimated cost to the Village of Hanover Park will increase by more than ten (10) percent beyond the projection supplied by the ETSB.

ADOPTED this 18 day of August, 2016, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ABSTENTION:

Approved: _____

Rodney S. Craig
Village President

Attest: _____
Eira Corral, Village Clerk

DuJIS Project Orientation – Integration

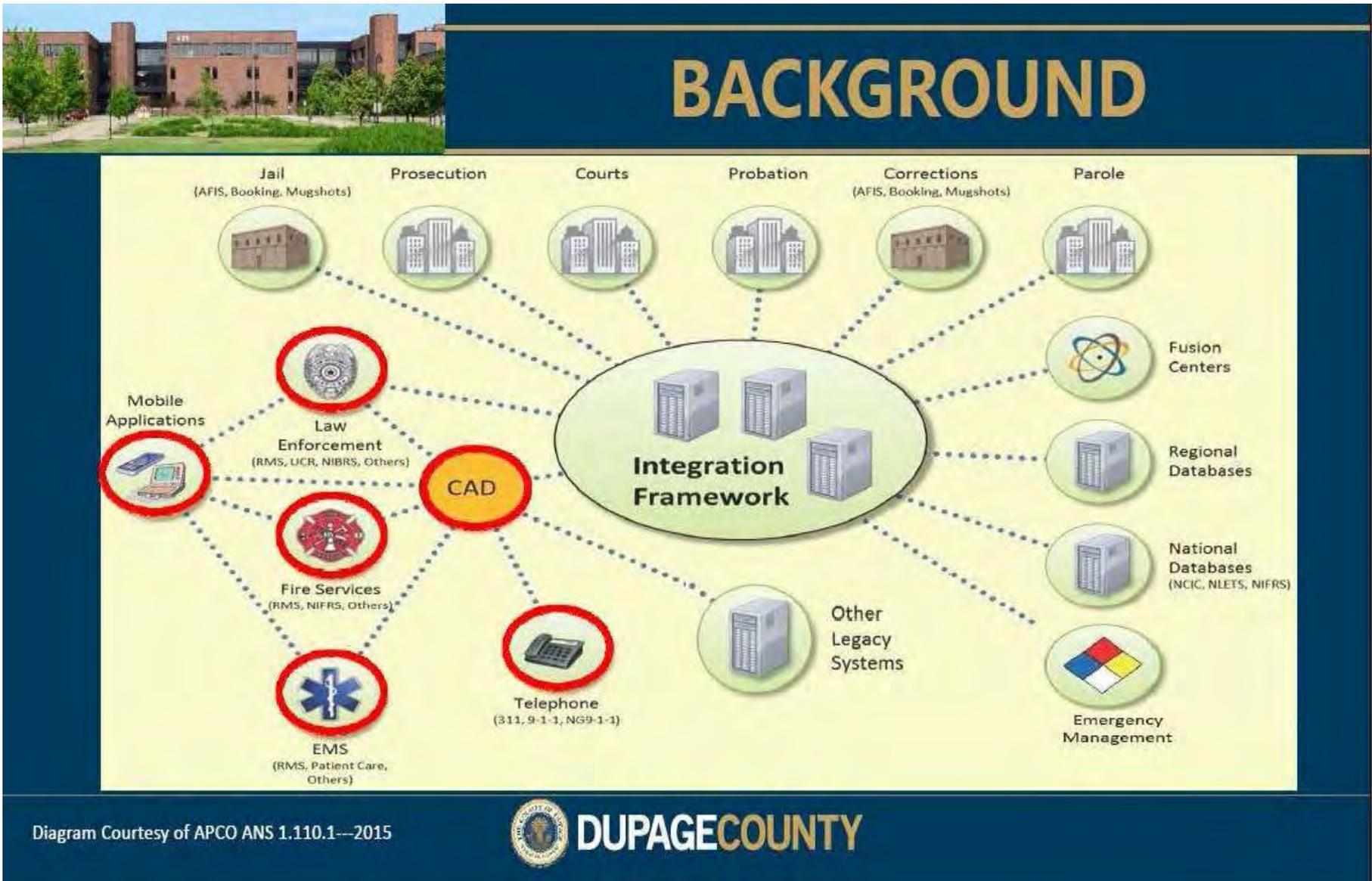


Diagram Courtesy of APCO ANS 1.110.1--2015



DUPAGECOUNTY

DuPage Justice Information Services Project Agency Cost Summary

Estimated Fiscal Years		FY16	FY17	FY18	FY17/FY18	FY19	FY20	FY21	FY22	FY23								
AGENCY COST SUMMARY June 1 2016	ESTIMATED PROJECT TOTAL	FY16 NetRMS	FY17 NetRMS	FY18 NetRMS	New RMS Capital	New RMS Yr1	Yr2	Yr3	Yr4	Yr5	Agency Specific Interfaces	Fiber Network Cost	# Users	% Total	Total Equipment Replacement Contribution			
Cost Per User		\$ 138.07	\$ 50.40	\$ 57.26	\$ 1,117.32	\$ 707.21	\$ 717.54	\$ 732.40	\$ 747.87	\$ 763.99								
ADDISON POLICE	\$ 601,189.29	\$ 14,911.51	\$ 5,442.71	\$ 6,184.21	\$ 120,670.85	\$ 76,378.54	\$ 77,494.32	\$ 79,098.84	\$ 80,770.17	\$ 82,511.38	\$ 19,643	\$ 38,064	108	5.33	\$ 159,842.13			
BARTLETT POLICE	\$ 42,364.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,291	\$ 38,064			\$ -			
BENSENVILLE POLICE	\$ 329,438.02	\$ 7,455.76	\$ 2,721.36	\$ 3,092.11	\$ 60,335.42	\$ 38,189.27	\$ 38,747.16	\$ 39,549.42	\$ 40,385.08	\$ 41,255.69	\$ 19,643	\$ 38,064	54	2.66	\$ 79,921.07			
BLOOMINGDALE POLICE	\$ 118,091.48	\$ 1,656.83	\$ 604.75	\$ 687.13	\$ 13,407.87	\$ 8,486.50	\$ 8,610.48	\$ 8,788.76	\$ 8,974.46	\$ 9,167.93	\$ 19,643	\$ 38,064	12	0.59	\$ 17,760.24			
BURR RIDGE POLICE	\$ 217,653.45	\$ -	\$ -	\$ -	\$ 39,106.29	\$ 24,752.30	\$ 25,113.90	\$ 25,533.88	\$ 26,175.52	\$ 26,739.80	\$ 12,068	\$ 38,064	35	1.73	\$ 51,800.69			
CAROL STREAM POLICE	\$ 475,397.78	\$ 11,459.77	\$ 4,182.83	\$ 4,752.68	\$ 92,737.78	\$ 58,698.32	\$ 59,555.82	\$ 60,788.92	\$ 62,073.37	\$ 63,411.52	\$ 19,643	\$ 38,064	63	4.09	\$ 122,841.64			
CLARENDON HILLS POLICE	\$ 121,926.77	\$ -	\$ -	\$ -	\$ 16,759.84	\$ 10,608.13	\$ 10,763.10	\$ 10,985.95	\$ 11,218.08	\$ 11,459.91	\$ 12,068	\$ 38,064	15	0.74	\$ 22,200.30			
COLLEGE OF DU PAGE POLICE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			\$ -			
DARLEM POLICE	\$ 279,117.42	\$ 6,075.06	\$ 2,217.40	\$ 2,519.49	\$ 49,162.20	\$ 31,117.18	\$ 31,571.76	\$ 32,225.45	\$ 32,906.37	\$ 33,615.75	\$ 19,643	\$ 38,064	44	2.17	\$ 65,170.87			
DOWNERS GROVE POLICE	\$ 526,767.51	\$ -	\$ -	\$ -	\$ 109,497.62	\$ 69,306.45	\$ 70,318.92	\$ 71,774.87	\$ 73,291.45	\$ 74,871.44	\$ 19,643	\$ 38,064	98	4.83	\$ 145,041.93			
DU PAGE FOREST PRESERVE POLICE	\$ 146,722.75	\$ 4,004.02	\$ 1,461.47	\$ 1,660.58	\$ 32,402.36	\$ 20,509.05	\$ 20,808.66	\$ 21,239.50	\$ 21,688.29	\$ 22,155.83	\$ -	\$ -	793	29	1.43	\$ 42,920.57		
DU PAGE SHERIFF OFFICE	\$ 1,588,168.76	\$ 38,797.55	\$ 14,161.13	\$ 16,090.40	\$ 313,967.66	\$ 198,725.64	\$ 201,628.75	\$ 205,803.45	\$ 210,152.01	\$ 214,682.38	\$ 136,096	\$ 38,064	281	13.85	\$ 415,885.55			
DU PAGE STATES ATTORNEY	\$ 73,424.18	\$ 414.21	\$ 151.19	\$ 171.78	\$ 3,351.97	\$ 2,121.63	\$ 2,152.62	\$ 2,197.19	\$ 2,243.62	\$ 2,291.98	\$ 58,328	\$ -	3	0.15	\$ 4,440.06			
DU PAGE CIRCUIT CLERK	\$ 186,648.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 186,648	\$ -			\$ -			
DU PAGE COUNTY PROBATION	\$ 15,554.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,554	\$ -			\$ -			
ELMHURST POLICE	\$ 560,848.68	\$ 13,530.82	\$ 4,938.76	\$ 5,611.60	\$ 109,497.62	\$ 69,306.45	\$ 70,318.92	\$ 71,774.87	\$ 73,291.45	\$ 74,871.44	\$ 19,643	\$ 38,064	98	4.83	\$ 145,041.93			
GLEN ELLYN POLICE	\$ 364,598.33	\$ 8,146.10	\$ 2,973.33	\$ 3,378.41	\$ 65,922.04	\$ 41,725.31	\$ 42,334.86	\$ 43,211.40	\$ 44,124.44	\$ 45,075.66	\$ 19,643	\$ 38,064	59	2.91	\$ 87,321.16			
GLENDALE HEIGHTS POLICE	\$ 456,239.54	\$ 10,907.50	\$ 3,981.24	\$ 4,523.64	\$ 88,268.49	\$ 55,869.49	\$ 56,685.66	\$ 57,859.33	\$ 59,081.88	\$ 60,355.54	\$ 19,643	\$ 38,064	79	3.90	\$ 116,921.56			
HANDOVER PARK POLICE	\$ 610,039.75	\$ 13,668.89	\$ 4,989.15	\$ 5,668.88	\$ 110,614.94	\$ 70,013.66	\$ 71,036.46	\$ 72,507.27	\$ 74,039.32	\$ 75,635.43	\$ 11,866	\$ -	99	4.88	\$ 148,521.95			
HINSDALE POLICE	\$ 293,828.88	\$ 4,832.44	\$ 1,763.84	\$ 2,004.14	\$ 39,106.29	\$ 24,752.30	\$ 25,113.90	\$ 25,533.88	\$ 26,175.52	\$ 26,739.80	\$ 19,643	\$ 38,064	36	1.73	\$ 51,800.69			
ITASCA POLICE	\$ 223,764.75	\$ 4,556.30	\$ 1,663.05	\$ 1,889.62	\$ 36,871.65	\$ 23,337.89	\$ 23,678.82	\$ 24,169.09	\$ 24,679.77	\$ 25,211.81	\$ 19,643	\$ 38,064	33	1.63	\$ 48,840.65			
LISLE POLICE	\$ 814,341.84	\$ 7,041.55	\$ 2,570.17	\$ 2,920.32	\$ 56,983.45	\$ 36,067.64	\$ 36,594.54	\$ 37,352.23	\$ 38,141.47	\$ 38,963.71	\$ 19,643	\$ 38,064	61	2.52	\$ 75,481.01			
LOMBARD POLICE	\$ 77,835.00	\$ 552.28	\$ 201.58	\$ 229.04	\$ 4,469.29	\$ 2,828.83	\$ 2,870.16	\$ 2,929.59	\$ 2,991.49	\$ 3,055.98	\$ 19,643	\$ 38,064	4	0.20	\$ 5,920.08			
NARERVILLE POLICE	\$ 1,041,129.61	\$ -	\$ -	\$ -	\$ 240,224.37	\$ 152,049.87	\$ 154,271.11	\$ 157,465.28	\$ 160,792.47	\$ 164,258.76	\$ 12,068	\$ -	215	10.61	\$ 318,204.24			
OAK BROOK POLICE	\$ 349,566.27	\$ 8,008.04	\$ 2,922.94	\$ 3,321.15	\$ 64,804.71	\$ 41,018.10	\$ 41,617.32	\$ 42,479.00	\$ 43,376.57	\$ 44,311.67	\$ 19,643	\$ 38,064	68	2.86	\$ 85,841.14			
OAKBROOK TERRACE POLICE	\$ 213,700.63	\$ 4,280.16	\$ 1,562.26	\$ 1,775.10	\$ 34,637.00	\$ 21,923.47	\$ 22,243.74	\$ 22,704.30	\$ 23,184.03	\$ 23,683.82	\$ 19,643	\$ 38,064	31	1.53	\$ 45,880.61			
ROSELLE POLICE	\$ 278,117.42	\$ 6,075.06	\$ 2,217.40	\$ 2,519.49	\$ 49,162.20	\$ 31,117.18	\$ 31,571.76	\$ 32,225.45	\$ 32,906.37	\$ 33,615.75	\$ 19,643	\$ 38,064	44	2.17	\$ 65,170.87			
VILLA PARK POLICE	\$ 349,566.27	\$ 8,008.04	\$ 2,922.94	\$ 3,321.15	\$ 64,804.71	\$ 41,018.10	\$ 41,617.32	\$ 42,479.00	\$ 43,376.57	\$ 44,311.67	\$ 19,643	\$ 38,064	58	2.86	\$ 85,841.14			
WARRENVILLE POLICE	\$ 243,893.00	\$ 5,108.57	\$ 1,864.63	\$ 2,118.67	\$ 41,340.94	\$ 26,166.72	\$ 26,548.98	\$ 27,098.68	\$ 27,671.26	\$ 28,267.79	\$ 19,643	\$ 38,064	37	1.83	\$ 54,760.73			
WEST CHICAGO POLICE	\$ 334,214.27	\$ 8,008.04	\$ 2,922.94	\$ 3,321.15	\$ 64,804.71	\$ 41,018.10	\$ 41,617.32	\$ 42,479.00	\$ 43,376.57	\$ 44,311.67	\$ 4,291	\$ 38,064	58	2.86	\$ 85,841.14			
WESTMONT POLICE	\$ 313,380.14	\$ -	\$ -	\$ -	\$ 61,452.75	\$ 38,896.48	\$ 39,464.70	\$ 40,281.81	\$ 41,132.96	\$ 42,019.68	\$ 12,068	\$ 38,064	56	2.71	\$ 81,401.09			
WHEATON POLICE	\$ 920,696.32	\$ 12,702.40	\$ 4,636.39	\$ 5,268.03	\$ 102,793.68	\$ 65,063.70	\$ 66,013.68	\$ 67,380.49	\$ 68,804.22	\$ 70,287.47	\$ 19,643	\$ 38,064	92	4.54	\$ 136,161.82			
WILLOWBROOK POLICE	\$ 164,149.12	\$ -	\$ -	\$ -	\$ 31,285.03	\$ 19,801.84	\$ 20,091.12	\$ 20,507.11	\$ 20,940.41	\$ 21,391.84	\$ 12,068	\$ 38,064	28	1.38	\$ 41,440.55			
WINFIELD POLICE	\$ 145,740.91	\$ 2,623.32	\$ 957.51	\$ 1,087.96	\$ 21,229.13	\$ 13,436.96	\$ 13,633.26	\$ 13,915.54	\$ 14,209.57	\$ 14,515.89	\$ 12,068	\$ 38,064	19	0.94	\$ 28,120.37			
WOOD DALE POLICE	\$ 304,277.72	\$ 6,765.41	\$ 2,469.38	\$ 2,805.80	\$ 54,748.81	\$ 34,653.23	\$ 35,159.46	\$ 35,887.44	\$ 36,645.72	\$ 37,435.72	\$ 19,643	\$ 38,064	49	2.42	\$ 72,520.97			
WOODRIDGE POLICE	\$ 376,726.67	\$ 8,898.38	\$ 3,174.92	\$ 3,607.46	\$ 70,391.33	\$ 44,554.15	\$ 45,205.02	\$ 46,140.99	\$ 47,115.93	\$ 48,131.64	\$ 19,643	\$ 38,064	63	3.11	\$ 93,241.24			
Total	\$ 12,097,019.16	\$ 218,288.00	\$ 79,675.28	\$ 90,530.00	\$ 2,264,813.00	\$ 1,433,512.00	\$ 1,454,453.64	\$ 1,484,567.98	\$ 1,515,936.42	\$ 1,548,616.32	\$ 901,977.52	\$ 1,104,649.00	2027	100.00				

DuPage Justice Information Services Project Agency Cost Summary

FIRE AGENCY	Total	FY16	FY17	FY18	FY17/FY18	FY19	FY20	FY21	FY22	FY23	Agency Specific Interfaces	Fiber Network Cost	# Users	% Total	Total Equipment Replacement Contribution
ADDISON FPD	\$ 117,080.00										\$ 2,888.00	\$ 114,192.00			
BARTLETT FPD	\$ 117,080.00										\$ 2,888.00	\$ 114,192.00			
BLOOMINGDALE FPD	\$ 117,080.00										\$ 2,888.00	\$ 114,192.00			
BENSENVILLE FPD	\$ 76,128.00										\$ -	\$ 76,128.00			
CARDLSTREAM FPD	\$ 117,080.00										\$ 2,888.00	\$ 114,192.00			
CLARENDON HILLS FPD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
DARIEN-WOODRIDGE FPD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
DOWNERS GROVE FD	\$ 155,144.00										\$ 2,888.00	\$ 152,256.00			
ELMHURST FD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
GLENN ELLYN VFC	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
GLENSIDE FPD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
HANOVER PARK FD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
HINSDALE FD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
ITASCA FPD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
LISLE-WOODRIDGE FPD	\$ 193,208.00										\$ 2,888.00	\$ 190,320.00			
LOMBARD FD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
NAPERVILLE FD	\$ 2,888.00										\$ 2,888.00				
OAK BROOK FD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
OAKBROOK TERRACE FPD	\$ 38,064.00										\$ -	\$ 38,064.00			
PLEASANTVIEW FPD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
ROSELLE FD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			
TRI-STATE FPD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
VILLA PARK FD											\$ 2,888.00	\$ 76,128.00			
WARRENVILLE FPD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
WEST CHICAGO FD	\$ 155,144.00										\$ 2,888.00	\$ 152,256.00			
WESTMONT FD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
WHEATON FD	\$ 117,080.00										\$ 2,888.00	\$ 114,192.00			
WINFIELD FPD	\$ 76,128.00										\$ -	\$ 76,128.00			
WOODDALE FPD	\$ 79,016.00										\$ 2,888.00	\$ 76,128.00			
YORK CENTER FPD	\$ 40,952.00										\$ 2,888.00	\$ 38,064.00			

Fiber Connection Costs for Hanover Park

LOCATION	Total	1gPBS	100 Mbps	50Mbps	20Mbps
Fiber Connection ETSB to Village #1	\$ 38,064	\$ 793			
Fiber Connection ETSB to Village #2	\$ 38,064	\$ 793			

August 18, 2016

Hon. Robert B. Berlin
DuPage County State's Attorney
(ETSB) 503 N County Farm Rd.
Wheaton, IL 60187

Hon. Gary Grasso, Chairman
Emergency Telephone System Board
421 N County Farm Rd.
Wheaton, IL 60187

Dear State's Attorney Berlin and Chairman Grasso:

This letter is to confirm the intention of the Board of Trustees of the Village of Hanover Park to participate in the DuPage County Judicial Information System (DuJIS). I am advising you that the Board of Trustees authorized me to execute letter on its behalf in accordance with the resolution which I have attached. The Board of Trustees makes this representation after its review of documents provided by the ETSB.

Board of Trustees understands and acknowledges that the ETSB will rely on this commitment in determining the final cost for the projections of the DuJIS Project. The Board of Trustees understands and expects that the ETSB will make notification if the estimated cost to the Village of Hanover Park increases by more than ten (10) percent.

Sincerely,

Mayor Rodney S. Craig
Village of Hanover Park

Enclosure


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
Jed Gerstein, Chief Information Officer

SUBJECT: Microsoft Office 365 Enterprise Agreement

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

Staff is recommending the Village move to Microsoft Office 365 Enterprise Agreement for licensing of Microsoft Office 365 Professional Plus, Microsoft Exchange Online, and Microsoft SharePoint.

Discussion

The Village has previously purchased Microsoft Office, Exchange and SharePoint licenses on an as needed basis via Microsoft Select and Select Plus licensing programs. When version upgrades occur, like Office 2010 to Office 2013, the cost for the Village to upgrade is very high. These version upgrades come up every two to three years, and happen for Microsoft Office Suite, Microsoft Exchange (email), and Microsoft SharePoint. These software applications are a critical part of the operations for all departments throughout the Village. In recent years, Microsoft has adopted a new subscription based licensing model. Moving to the subscription based license agreement reduces costs for periodic version upgrades and allows the Village to move email and document storage to the Microsoft Government Cloud.

The Microsoft Office 365 Enterprise E3 Government subscription includes licensing for current versions of Microsoft Office Professional Plus, Microsoft Exchange, Microsoft SharePoint, and Skype for Business. The initial agreement is for a term of three years with an annual cost of \$51,657.70. The cost is based on the number of users that are subscribed to the service. The Village currently has 275 total users, of which 35 are email only users. The breakdown is as follows:

- Office 365 E3 Gov 240 users - \$17.06/user/month = \$49,132.80 annually
- Office 365 G1 (Email only) 35 users - \$ 6.01/user/month = \$ 2,524.90 annually

The deployment of Microsoft Office 365 will begin with migration to Exchange Online and will take 4 -6 weeks for completion. An exact start date will be determined following Board approval. Phase 2 of the rollout will include Microsoft OneDrive and Skype for Business, and

Agreement Name: _____

Executed By: Juliana Maller _____ Regular Board Mtg.

will begin following the Exchange migration. Phase 2 will take approximately 6 – 8 weeks for completion. Phase 3 will complete the migration with moving SharePoint to the government cloud. Phase three will start following the completion of phase 2 and will take approximately 4 – 6 weeks to complete.

The initial Phase 1 of migrating to Exchange Online will require Professional Services to ensure a smooth transition. Phase 2 and 3 will not require outside vendor support. Staff sought quotes from three local vendors for migration services.

- Planet Technologies quoted \$25,500
- Sentinel Technologies quoted \$18,110
- CDWG did not meet requested guidelines

There are many benefits to moving to Office 365.

- Data is stored in the government community cloud, which is subject to a myriad of compliance and security protocols at the federal and state levels. The government cloud has achieved the Defense Information Systems Agency Impact Level 2 authorization.
- Includes current version releases of all Office Professional Plus Suite applications throughout the term of the agreement.
- Includes Microsoft Exchange Online. The Village will migrate from on premise Exchange servers to the hosted Exchange in the Microsoft Government Cloud. All users of the email system will have a 50GB mailbox with unlimited archiving of messages.
- Includes Microsoft OneDrive with 1TB of storage for each user with automatic backup and recovery of previous file versions.
- Includes Microsoft SharePoint Online. SharePoint is used heavily by Police staff and is hosted on premise. Migration to the online SharePoint will occur following the rollout of Exchange and OneDrive.
- Includes Skype for Business. Skype for Business is collaboration software to aid in meetings by using audio, video, and computer screen sharing.
- Microsoft Office can be installed on PC's, Tablets, and Smart Phones up to 15 times per user.
- Includes tools for legal compliance for searching file and email accounts.

Many local municipalities have already migrated to Office 365, including the Village of Schaumburg, DuPage County Forest Preserve, Village of Oak Lawn, and the Village of Plainfield, among others.

The Enterprise Agreement is for a term of three years with annual payments dependent on the number of users (currently 275). The projected three year cost is \$154,973.10. This represents a significant cost savings for the Village. To purchase the same software licensing for Microsoft Office, Exchange, and SharePoint, the Village would incur a one-time cost of \$191,020.88. Over the three year agreement term, the Village will save \$36,047.78

This purchase is exempt from bidding under the Village Purchasing Policy Section 2.a. State of Illinois Joint Purchasing Program. The licensing subscription will be purchased through CDWG against State of Illinois contract number CMS6945110 titled Microsoft Large Account Reseller Master.

Recommended Action

Move to approve the purchase of Microsoft Office 365 Enterprise Agreement from CDWG in the amount of \$51,657.70, and the Professional Services agreement with Sentinel Technologies in the amount of \$18,110, and authorize the Village Manager to execute the necessary documents.

Attachments: CDWG Quote
Sentinel Technologies Agreement

Budgeted Item:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Budgeted Amount:	\$70,000	
Actual Cost:	\$69,767.70	
Account Number:	31-20-2300-413-431	



SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
HCQH305	0725885	5/31/2016

BILL TO:
 VILLAGE OF HANOVER PARK
 2121 W LAKE ST

SHIP TO:
 VILLAGE OF HANOVER PARK
 2121 W LAKE ST

Accounts Payable
 HANOVER PARK , IL 60133-4398

HANOVER PARK , IL 60133-4398
 Contact: JED GERSTEIN 630.823.5670

Customer Phone #630.372.4200

Customer P.O. # HCQH305 QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
NICK WEAVER 877.638.8137	ELECTRONIC DISTRIBUTION	Net 30 Days-Govt State/Local	E9998-1009-05

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
240	3753337	MS EA OFFICE 365 E3 GOV P/USR Mfg#: AAA-11894-12-SLG Contract: Illinois Microsoft CMS6945110	204.72	49,132.80
35	3587696	Electronic distribution - NO MEDIA MS EA O365 PLAN G1 SUB P/U Mfg#: U4S-00002-12-SLG Contract: Illinois Microsoft CMS6945110 Electronic distribution - NO MEDIA	72.14	2,524.90
SUBTOTAL				51,657.70
FREIGHT				0.00
TAX				0.00

US Currency

TOTAL 51,657.70

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.705.3497

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515



APPENDIX A

Customer Name: Village of Hanover Park

Street Address: 2121 Lake Street

City, State, Zip: Hanover Park, IL 60133

The Agreement referenced below by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and Village of Hanover Park (Customer) with principal offices at 2121 Lake Street, Hanover Park, IL 60133 is hereby amended to include the following:

Commencement Date	Agreement No.	Addendum No. 008r3
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Executive Summary

Village of Hanover Park is looking to migrate their existing Microsoft Exchange 2013 email environment to Microsoft Office 365. It is the intent of this engagement that Sentinel will architect, design, and implement the project according to Sentinel established best practices and in a manner ready for production computing. During this project, knowledge transfer of general administration tasks, points of scale, and the environment will be provided to prepare the customer staff moving forward after the engagement.

The next section "Project Overview" highlights the main phases involved in this project. The "Scope of Work" section then lays out in further detail what is covered as part of this project. Finally, "Client Responsibilities and Assumptions" details important assumptions Sentinel has made in discussion with Village of Hanover Park's Team. A Pricing page is also included at the end of the document.

Project Overview

Project Phases

Phase 1 – Project Initiation Meeting

Sentinel Project Management will coordinate a kick-off meeting to review and approve the scope of work provided to the customer. Customer and Sentinel provided resources will be introduced and their relevant roles for the project discussed. Sentinel Project Management will then coordinate a time for a site visit by Sentinel Engineers in order to draft a blueprint of all proposed work which will be provided to the customer. High level timelines for project milestones will also be identified and discussed.

Phase 2 – Analysis & Design

Sentinel engineers will perform a high-level audit of the client's relevant infrastructure. The data collected from this audit will be used to generate a design for the implementation of the solution. Sentinel engineers will inform the client of any design requirements that will need to be completed by the client's IT staff prior to the start of the next phase (such as provisioning of storage space, acquisitions of licenses, and other essential design components not covered within this document). Upon acceptance of the work as detailed within the blueprint by the customer, Sentinel engineers and project managers will then coordinate specific dates and times appropriate for accommodating the nature of the work involved (i.e. Work which will require outages will be scheduled during appropriate maintenance windows).

Phase 3 – Implementation

Sentinel engineers will proceed with the implementation of all items specified within this Scope of Work and further detailed in the customer approved Design Document.



Phase 1 – Microsoft Office 365 Migration

Sentinel engineers will migrate the current Microsoft Exchange 2013 hosted email to Microsoft's Office 365. The migration will be for 275 mailboxes and 1TB amount of data as specified in this Scope of Work and further detailed in the customer approved Design Document. Sentinel engineers will work with Sentinel's project managers to coordinate any needed maintenance windows for the completion of the project.

Phase 4 – Project Completion

Upon conclusion of all other phases of work Sentinel's engineers will provide the client with updated design documents for the project. Sentinel's project management team will then arrange for a meeting with the client to review the status of all project items. If no project items remain open Sentinel's project managers will request that the client sign off on the project, thus closing the project at this time.

Scope of Work

Planning and Pre-Engagement Preparation

- Identification of key Customer project team members with whom Sentinel will work to accomplish the tasks defined in this scope
- Review required hardware, software, networking and facilities required to successfully complete this engagement

Analysis & Design

General

- Analyze the current environment to make sure the environment is ready for infrastructure implementation based upon the assumptions laid out in the next section
- Engage with the Customer team to brainstorm the technical requirements and use case design for the implementation
- Develop specific requirements, design and use case specifications blueprint document based upon customer discussion

Migration to Office 365

- Verify access to the Domain registrar
- Gather the requirements needed for the Office 365 mailbox configuration.
- Analyze the current AD infrastructure and its readiness for Office 365
- Discuss and determine the available Office 365 configuration options, including Azure AD Connect Tool.
- Gather the requirements Cisco Unity configuration.

ADFS for Single Sign On

- Determine the requirements and configurations for a Highly Available ADFS infrastructure, 2 ADFS servers on the network, 2 Web Proxy Servers in the DMZ

Office 365 STMP Mail Relay

- Determine if Office 365 mail relay will be used vs. SMTP role on a Windows Server
- Create a test plan and schedule for the applications and devices using the relay



Microsoft Exchange Administrative Server

****Note it is recommended to keep an Exchange Server on premises to assist with group management, mailbox creation, and the continued use of Azure AD Connect.**

- Determine the roles and the hybrid configurations of the on premises Exchange environment in conjunction with Office 365
- Create a test plan to validate the functionality

Exchange Decommission

- Determine all mailboxes, services, and roles have been migrated to Office 365

Implementation

Migration to Office 365

- Configure the Office 365 mailboxes based on the requirements gathered during the design phase
- Validate the Windows Server 2012 R2 Server
- Install and configure Azure AD Connect Tool (upgrade from DirSync)
- Migrate the mailboxes from the Exchange servers to Office365
- Configure the Cisco Unity application

ADFS for Single Sign On

- Obtain any certs needed for the ADFS configuration per design
- Complete and install the 4 ADFS servers needed per the design phase
- Test the and validate authentications

Office 365 STMP Mail Relay

- Configure the mail relay option determined in the design phase
- Deploy the solution to a test device and validate functionality
- Customer Responsible - Configure the remaining devices per the schedule
- Customer Responsible - Execute the test plan
- Decommission the old SMTP Relay

Microsoft Exchange Administrative Server

- Deploy an Exchange 2016 server containing only the roles necessary for O365 mail client management
- Reconfigure Office 365 and Exchange on premises according to the design phase per the schedule
- Execute the test plan

Exchange Decommission

- Decommission the three Exchange 2013 Servers

Documentation and Knowledge Transfer

- Provide documentation of the setup including a revised Sentinel design doc as well as any available vendor-created administrative and/or best practices guides.
- Provide knowledge transfer including basic functional overviews of products implemented, demonstrating the normal operations as installed in the customer's environment.
 - Note that knowledge transfer and functional overviews are not a substitute for formal vendor product Customer Education courses available. Sentinel strongly encourages attendance at Customer Education classes to gain further insight into the product architecture and its integration.



Project Management

Sentinel will provide a project manager committed to the success of the project. The project manager will be responsible for:

- Complete success of the project
- Optimal coordination of all resources
- Guiding the client on aspects of the project they are required to perform
- Tracking and reporting of progress
- Management of agreed to budget issues
- Management of expected timelines for implementation
- Changes to the project and communications of changes in writing using a Project Change Form
- Post installation document gathering, assembly and presentation
- Post installation project completion agreement and signature

Project management will ensure complete project success. Communication is the cornerstone of project management and the project manager will be the central communication mechanism for all parties. This will assure all relevant parties are informed about decisions that may affect the success of their component of the solution.

Client Responsibilities and Assumptions

The following is a list of responsibilities and/or tasks that Sentinel assumes have been completed or reviewed by Village of Hanover Park prior to the installation of the above-mentioned project. If additional responsibilities are uncovered during the project, Sentinel will make sure that Village of Hanover Park is made aware of any issues promptly to determine resolution.

General Proposal Assumptions

Product Lead Times

Depending on the technologies quoted, orders may be direct or through distribution. Lead times should be expected to be 8 weeks but can exceed 8 weeks. Should expedited equipment requirements arise, there could be an additional charge to source through a warehousing distribution partner.

Project Changes Request

Sentinel assumes, unless noted here, that the Customer will patch in all equipment to the cabling plant within the facility. Sentinel can perform this connection service at an additional charge with an approved PCR.

Remote Support

Sentinel's service estimate assumes remote access support through IP VPN or IP PPP connection. Without this access, additional services may be incurred for optimization and tuning required pre and post installation.

Travel Requirements and Cost

Unless specified within the proposal, all travel expenses and time are not included. Travel time shall be invoiced at pre-negotiated rates and expenses plus per diem at actual costs.



Project Specific

Microsoft Office 365 Migration

- Customer will need to get access to the domain registrar prior to the start of the project
- Customer will provide 5 Microsoft Windows Server 2012 R2 (4 x ADFS, 1 X Exchange Administrative Server)

With regard to any software licenses provided pursuant to the provision of services under this Agreement, the Customer is hereby prohibited from duplicating said software in any form or fashion and is further restricted from using the software beyond the intended scope set forth herein. Moreover, Customer is restricted from licensing, sublicensing or transferring said software to any third party (except to a related party) without the express permission of Contractor, under which circumstance the software shall stay under the control and auspices of the Contractor. In the event Customer loses or damages the software, a copy may be provided at a nominal charge. At the end of this engagement or the license period, whichever occurs first, Customer is required to either destroy or return all copies of the software to Contractor, as expressly directed by Contractor.

CUSTOMER:
 Village of Hanover Park
 Signature: _____
 Printed Name: _____
 Title: _____
 Date: _____

CONTRACTOR:
 Sentinel Technologies, Inc.
 Signature: _____
 Printed Name: Timothy Horie
 Title: CFO
 Date: 8-11-2016



APPENDIX B

Customer Name: Village of Hanover Park

Street Address: 2121 Lake Street

City, State, Zip: Hanover Park, IL 60133

The Agreement referenced below by and between Sentinel Technologies, Inc., (Contractor) with principal offices at 2550 Warrenville Road, Downers Grove, Illinois 60515, and Village of Hanover Park (Customer) with principal offices at 2121 Lake Street, Hanover Park, IL 60133 is hereby amended to include the following:

Commencement Date _____ Agreement No. _____ Addendum No. 008r3

PROJECT SCHEDULE

Customer agrees to pay Contractor for services in accordance with the following schedule:

Description	Price
Retail Professional Services	\$22,170.00
Discount	\$4,060.00
Actual Professional Services	\$18,110.00
SERVICES TOTAL PRICE	
	\$18,110.00

Payment Terms:

Hardware/Software/Professional Services: Labor – Net 30, Non-labor – 50% at contract, balance upon delivery for staging or to Customer location, whichever occurs first.

Maintenance: Net 30 days.

For products purchased pursuant to this agreement, Contractor agrees to provide storage at no additional charge for up to 120 days. If the storage period exceeds 120 days, Customer agrees to the following: a.) Customer will be responsible to pay a commercially reasonable rate for storage of purchased products from that point forward, b.) Customer will be invoiced and will be responsible to pay the unpaid balance for any products purchased from Contractor that have not been paid in full and, c.) Ownership will transfer from Contractor to Customer.

Services are quoted at a standard rate for labor from 9:00 a.m. – 5:00 p.m. If customer requires, Contractor can perform some of these services after hours at an overtime labor rate.

Fixed Price

For the charges listed above, the Contractor shall furnish all of the materials and perform all of the work shown on the drawings and/or described in the specifications entitled Appendix A, as annexed hereto as it pertains to work to be performed at designated customer locations. Any alteration or deviation from the above specifications, including but not limited to any such alteration or deviation involving additional material and/or labor costs, will be executed only upon a written order for same, signed by Customer and Contractor, and if there is any charge for such alteration or deviation, the additional charge will be added to the contract price detailed above. **This quote is valid for 30 days from 08 / 11 / 2016.**

CUSTOMER:
 Village of Hanover Park
 Signature: _____
 Printed Name: _____
 Title: _____
 Date: _____
 P.O. #: _____

CONTRACTOR:
 Sentinel Technologies, Inc.
 Signature: _____
 Printed Name: Timothy Hill
 Title: CFO
 Date: 8-11-2016


Village of Hanover Park
AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana A. Maller, Village Manager
Kate Andris, Director of Human Resources

SUBJECT: Collective Bargaining Agreement with Metropolitan Alliance of Police (MAP) for Patrol officers.

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Executive Summary

On July 7, 2016, staff received notification that the members of the Metropolitan Alliance of Police (MAP) ratified the tentatively agreed upon terms of a two (2)-year contract extension. The terms and conditions were arrived at through the collective bargaining process. Staff recommends approval of the agreement.

Discussion

The last MAP agreement expired on April 30, 2015. MAP representatives and staff have conducted good faith collective bargaining throughout the past several months. Both parties have agreed to a two-year contract extension, which addresses only wages and length of contract. The parties agreed on a fully retroactive 2.5% increase for both 2015 and 2016, with an additional .5% market equity increase effective only in 2016. The contract is effective May 1, 2015 through April 30, 2017.

All other items in the agreement will remain unchanged.

Recommended Action

Motion to authorize the Village President and Village Manager to execute the Agreement dated May 1, 2015 to April 30, 2017, between the Village of Hanover Park and Metropolitan Alliance of Police for Patrol Officers.

Attachments: Proposed Contract

Agreement Name: _____

Executed By: _____ Regular Board Mtg.

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AGREEMENT BETWEEN

THE VILLAGE OF HANOVER PARK

AND

THE METROPOLITAN ALLIANCE OF POLICE

MAY 1, 2015

To

APRIL 30, 2017

ARTICLE ONE
PREAMBLE

WHEREAS, this agreement entered into by and between the Village of Hanover Park, Illinois, hereinafter referred to as the “Village” and the Metropolitan Alliance of Police hereafter referred to as “MAP”, has as its purpose the promotion of harmonious and mutually beneficial working and economic relations between the Village and MAP; and

WHEREAS, the Village endorses the practices and procedures of collective bargaining as a fair and orderly way of conducting its relations with its patrol officers insofar as such practices and procedures are appropriate to the functions and obligations of the Village to retain the right to operate the Village government effectively in a responsible and efficient manner; and

WHEREAS, it is the intent and purpose of the parties to set forth herein a full and entire agreement covering rates of pay, wages, hours of employment, and other conditions of employment; to increase the efficiency and productivity of patrol officers in the Police Department and to provide for prompt and fair settlement of grievances resulting from interpretation of this Agreement without any interruption, disruption of or other interference with the operation of the Police Department; and

WHEREAS, it is agreed and understood that matters, including but not limited to, those reserved to the Police Pension Board and other similar matters governed by U.S. law or Illinois State Statutes are not subject to negotiations and are not subject to inclusion in this agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties do mutually covenant and agree as follows:

Both parties mutually agree that their objective is for the good and welfare of the Village and MAP members alike. Both parties further agree that in the interest of collective negotiations and harmonious relations they will at all times abide by the terms and conditions as hereinafter set forth and agreed upon. The Village and MAP regard all personnel as public employees who are to be governed by high ideals of honor and integrity in public and personal conduct so as to merit the trust and confidence of the general public and fellow employees.

**ARTICLE TWO
RECOGNITION AND REPRESENTATION**

Section 2.1. Recognition. The Village recognizes MAP as the exclusive representative of employees in the unit set forth below:

Included: All regular non-probationary, full-time police patrol officers below the rank of Sergeant within the Police Department of the Village of Hanover Park.

Excluded: All other Village employees, including but not limited to, part-time employees, probationary police officers, any employee that does not meet the definition of “peace officer” under Section 3 (k) of the Act, as well as supervisors, professional employees, short-term employees, managerial and confidential employees within the meaning of the Illinois Public Labor Relations Act, as amended.

**ARTICLE THREE
MANAGEMENT RIGHTS**

Section 3.1. It is understood and agreed that the Village possesses the sole right and authority to operate and direct the employees of the Village and its various departments in all aspects, including, but not limited to, all rights and authority exercised by the Village prior to the execution of this Agreement, except as otherwise specifically provided for in this Agreement. These rights include, but are not limited to:

- (a) The right to determine its mission, policies, and to set forth all standards of service offered to the public;
- (b) To plan, direct, control and determine the means and operations or services to be conducted by employees of the Village;
- (c) To determine the places, methods, means, and number of personnel needed to carry out the department's mission.
- (d) To schedule and assign work, regular days off, vacation, personal days, compensatory time, or any leave affecting police department operations;
- (e) To direct the working forces;
- (f) To schedule and assign regular overtime, call back overtime and court overtime;
- (g) To hire, assign or transfer employees within the department and/or other Village departments and to assign special duties or other police-related functions;
- (h) To promote, suspend, discipline or discharge for cause;
- (i) To lay-off or relieve employees due to lack of work or funds or for other legitimate reasons;
- (j) To make, publish and enforce rules and regulations, procedures, directives and policies;
- (k) To introduce new or improved methods, equipment or facilities;
- (l) To contract out for goods and services;
- (m) To establish work, productivity and performance standards;
- (n) To evaluate performance and productivity and establish rewards or sanctions for various levels of performance;
- (o) To take any and all actions as may be necessary to carry out the mission of the Village and the Police Department in situations of civil emergency as may be declared by the President of the Board of Trustees, the Village Manager or acting Village Manager, Police Chief, or Acting Police Chief. It is the sole discretion of the President of the Board of Trustees or

Village Manager to determine that civil emergency conditions exist, which may include but are not limited to riots, civil disorders, tornado conditions, floods or other similar catastrophes;

Section 3.2. The President and Board of Trustees have sole authority to determine the purpose and mission of the Village and the amount of budget to be adopted thereto. Absent emergency, this provision shall not affect the obligation to pay full-time police officers as are employed from time to time during the term of this Agreement.

ARTICLE FOUR UNION DUES

Section 4.1. Dues Checkoff. During the term of this Agreement the Village will deduct from each employee's paycheck once each month the uniform, regular monthly MAP dues for each employee in the bargaining unit who has filed with the Village a lawfully written authorization form. An employee may revoke his/her dues checkoff authorization at any time upon 30 days written notice to the Village. The Village will send the dues collected under this Section to the Metropolitan Alliance of Police within 15 days after the deductions have been made.

The actual dues amount deducted, as determined by MAP, shall be uniform for each employee in order to ease the Village's burden in administering this provision. MAP may change the fixed uniform dollar amount once each year during the life of this Agreement by giving the Village at least thirty (30) days advance notice of any change in the amount of the uniform dues to be deducted.

If an employee has no earnings or insufficient earnings to cover the amount of the dues deduction, MAP shall be responsible for collection of dues. MAP agrees to refund to the employee any amounts paid to MAP in error on account of this dues deduction provision.

Section 4.2. Fair Share. During the term of this Agreement, employees who do not chose to become dues paying members of MAP shall, commencing sixty (60) days after their employment or sixty days after the date this Agreement is executed, whichever is later, pay a fair share fee to MAP for collective bargaining and contract administration services rendered by MAP as the exclusive representative of the employees covered by said Agreement, provided fair share fee shall not exceed the dues attributable to being a member of MAP. Such fair share fees shall be deducted by the Village from the earnings of non-members and remitted to MAP. MAP shall periodically submit to the Village a list of the members covered by this Agreement who are not members of MAP and an affidavit which specifies the amount of the fair share fee. The amount of the fair share fee shall not include any contributions related to the election or support of any candidate for political office or for any member-only benefit.

MAP agrees to assume full responsibility to insure full compliance with the requirements laid down by the United States Supreme Court in Chicago Teachers Union v. Hudson, 475 U.S. 292 (1986), with respect to the constitutional rights of fair share fee payors. Accordingly, MAP agrees to do the following:

1. Give timely notice to fair share fee payors of the amount of the fee and an explanation of the basis for the fee, including the major categories of expenses, as well as verification of same by an independent auditor.
2. Advise fair share fee payors of an expeditious and impartial decision-making process whereby fair share fee payors can object to the amount of the fair share fee.
3. Place the amount reasonably in dispute into an escrow account pending resolution of any objections raised by fair share fee payors to the amount of the fair share fee.

It is specifically agreed that any dispute concerning the amount of the fair share fee and/or the responsibilities of MAP with respect to fair share fee payors as set forth above shall not be subject to the grievance and arbitration procedure set forth in this Agreement.

Non-members who object to this fair share fee based upon bona fide religious tenets or teachings shall pay an amount equal to such fair share fee to a non-religious charitable organization mutually agreed upon by the employee and MAP. If the affected non-member and MAP are unable to reach agreement on the organization, the organization shall be selected by the affected non-member from an approved list of charitable organizations established by the Illinois State Labor Relations Board and the payment shall be made to said organization.

Section 4.3. Indemnification. MAP shall indemnify and hold harmless the Village, its elected representatives, officers, administrators, agents and employees from and against any and all claims, demands, actions, complaints, suits or other forms of liability (monetary or otherwise) that arise out of or by reason of any action taken or not taken by the Village for the purpose of complying with the provisions of this Article, or in reliance on any written checkoff authorization furnished under any of the provisions of this Article. This Section shall not require MAP to indemnify or hold the Village harmless in the event the Village initiates such a cause of action against MAP, unless such an action is in response to a claim or cause of action initiated by another party.

ARTICLE FIVE
LABOR MANAGEMENT COMMITTEE

At the request of MAP or the Village, a Labor Management Committee shall meet at least quarterly to discuss matters of mutual concern that do not involve negotiations. The President of the Chapter shall designate up to three bargaining unit employees to attend such meetings, and the Village Manager shall designate up to three Village employees to attend such meetings. The party requesting the meeting shall submit a written agenda of the items it wishes to discuss at least five (5) days prior to the date of the meeting.

Unless otherwise mutually agreed in a specific instance, this Section shall not be applicable to any matter that is being processed pursuant to the grievance procedure set forth in this Agreement. The date, time and place for Labor Management Committee meetings shall be mutually agreed upon by MAP and the Village. If such a meeting is held during the regular working hours of any Association employee on the Committee, that employee shall not lose any compensation for attending the meeting. Otherwise, attendance at such meeting shall not be considered as time worked for the employees involved. The Labor Management Committee is intended to improve communications and shall be advisory only.

ARTICLE SIX HOLIDAYS

Section 6.1. All police patrol officers covered by this agreement shall have the following nine days considered as holidays:

- New Year's Day
- Presidents Day (3rd Monday in February)
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Friday after Thanksgiving Day
- Christmas Eve Day
- Christmas Day

Section 6.2. All police patrol officers shall receive eight (8) hours of holiday pay at their straight time hourly rate whether the holiday is worked or is a regularly scheduled day off. Payment for the nine (9) holidays during a calendar year shall be made the first payroll period of November. Payment shall be made in a "lump sum" and shall be included in the officer's regular payroll check. Payment shall be based on the straight time hourly rate at the time of the holiday for each respective police patrol officer. Appropriate deductions shall be withheld. It is understood and agreed that any officer terminating between the date this lump sum payment is made and the following December 31st, shall have deducted from his/her final pay check any payments already received for any Village holiday in November and December which occurs after the effective date of the officer's termination.

Section 6.3. In order to be eligible for holiday pay, a police patrol officer must work his/her last full scheduled working day preceding and the first full scheduled working day immediately following the day observed as a holiday unless the employee's total absence from work is excused by his/her Department Head and is chargeable to an authorized paid leave. Authorized paid leave shall include vacation, personal day, compensatory time, employment disability leave of less than six months, or approved sick leave. Employees who are off work due to illness, but have insufficient sick time to cover the illness, who are suspended, who are on an off-duty disability or employment disability in excess of six months, who are on pension, or any other inactive payroll status shall not be eligible for holiday pay.

**ARTICLE SEVEN
VACATION LEAVE**

Section 7.1. Police Patrol Officers covered by this Agreement; while on the active payroll and when working at least one-half of the normal hours in a payroll period or receiving employment disability pay for an employment-related injury but only for a period not to exceed six (6) months from the date of injury, shall accrue vacation leave at the per payroll period equivalent of the annual vacation leave as shown below:

<u>Years of Continuous Service</u>	<u>Annual Vacation Leave</u>
1 thru 5 years	80 hours
6 thru 13 years	120 hours
14 or more years	160 hours

Section 7.2. Police Patrol Officer's anniversary date of continuous employment from the last date of hire as a full-time employee shall be the basis of calculation for length of service. While on approved vacation, a Police Patrol Officer will draw vacation pay from his/her accrued vacation bank. Vacations shall be scheduled, as far in advance as possible, at times most desired by each Police Patrol Officer, with the determination of preference being made on the basis of a Police Patrol Officer's length of continuous service with the Village. Subject to the Village's right to designate and approve vacation schedules pursuant to this Section, an officer may schedule accrued vacation in between or adjacent to their regularly scheduled days off. It is expressly understood the final right to designate the vacation period and the maximum number of police patrol officers who may be on vacation at any one time is exclusively reserved by the Chief of Police or his designee in order to insure the orderly performance of the services provided by the Village.

Section 7.3. Police Patrol Officers shall make every effort to use vacation time during the year in which it is earned. An officer may carry over up to the equivalent of one year's accrual of vacation to the subsequent year. Any carry over in excess of one year's worth of accrued vacation shall be at the discretion of the Village Manager upon written request by an officer.

Section 7.4. A Police Patrol Officer leaving the Village in good standing shall receive compensation for all unused vacation, compensatory and personal leave accrual at the Police Patrol Officer's current rate of pay.

Section 7.5. In the event of a Police Patrol Officer's death, compensation for all unused vacation, compensatory and personal leave shall be paid to his/her beneficiary.

ARTICLE EIGHT SICK LEAVE

Section 8.1. Each Police Patrol Officer, covered by this Agreement while on the active payroll and working at least one half of the normal hours in a payroll period or receiving regular pay while off because of a job-related injury, shall accrue sick leave at a per payroll period rate equivalent to one working day for each full month of continuous service or a total of 96 hours per year. Sick leave pay may be granted only for:

- Personal illness or injury
- Illnesses in the immediate family which necessitates the absence of the Police Patrol Officer from work. For this section, members of the immediate family shall include the Police Patrol Officer's spouse or child.

Section 8.2. Effective upon execution of this Agreement, and on a non-retroactive basis, Sick leave may be accumulated up to a total of not more than **One thousand forty (1040) hours**. Police Patrol Officers may be required to submit a physician's certification when off sick for at least three (3) days; has repeated illnesses of shorter periods; calls in sick on the day before or after a holiday; or in other circumstances as deemed appropriate by the Police Chief or the Human Resources Director.

To be considered eligible for sick leave compensation due to a non-work illness or injury, the Police Patrol Officer must notify or cause the notification of his/her supervisor a minimum of one hour prior to the beginning of his/her shift.

As a mutual protection for the Police Patrol Officer and the Village, the Village Manager or Police Chief may require a Police Patrol Officer to submit to a physical and/or psychological examination by a designated physician or psychologist when, in the Village Manager's or Police Chief's opinion, the performance of a Police Patrol Officer may have become limited or weakened by virtue of impaired physical or mental health. This examination shall be at the Village's expense. The Village may require the Police Patrol Officer to conform to the physician's or psychologist's recommendations as a condition of continued employment with the Village.

If the physician or psychologist indicates that the Police Patrol Officer is unfit to perform the duties of his/her job because of a physical, emotional or psychological condition, the Village Manager may place the Police Patrol Officer on a Temporary Unpaid Disability Leave for up to six (6) months, or the Manager may seek the officer's removal. In the event an officer is placed on a temporary unpaid disability leave under this Section, the officer will be permitted to utilize his or her accrued compensatory time, sick leave and vacation, in that order. No employee on such a disability leave will accrue any further time off or other benefit, except for that portion of the leave, if any, covered by the Family and Medical Leave Act.

Section 8.3. Sick leave pay shall not be considered a right which a Police Patrol Officer shall use at his/her discretion, but shall be allowed as a privilege in such cases where the Police Patrol Officer is sick or disabled as defined in this Article.

Section 8.4. Police Patrol Officers shall not be paid for the first day of each sick leave occurrence beginning with the seventh such occurrence and each subsequent occurrence in any given twelve-month period, unless the employee is on an approved FMLA leave. Sick employees are expected to refrain from outside employment and/or engaging in any other activities inconsistent with their status as a sick or disabled employee. The Village and MAP agree that sick leave abuse is a very serious offense which constitutes cause for disciplinary action.

Section 8.5. Sick leave usage will be considered in evaluating Police Patrol Officer performance with abuse of sick leave resulting in denial or postponement of a scheduled increase. Specifically, the frequency of sick leave occurrences, as compared to total sick hour usage, shall be included in the evaluation process.

Section 8.6. The Village has a responsibility to ensure that its employees have the physical stamina and emotional stability to perform their assigned duties. Consequently, the Village may require Police Patrol Officers to submit to urinalysis or other appropriate testing if the Village determines there is reasonable individualized suspicion for such testing. Drug testing may also be required when an employee is directly involved in any work-related incident which has resulted in personal injury or property damage. There shall be no random testing.

Use of proscribed (i.e., illegal) drugs at any time while employed by the Village, abuse of prescribed drugs, as well as having alcohol or proscribed drugs in the blood while on duty shall be cause for discipline, including discharge.

Section 8.7. The Village shall “buy back” sick time accrued by Police Patrol Officers covered by this Agreement based on total employment disability expenses incurred by the Village on behalf of a Police Patrol Officers during a specific calendar year (January 1 to December 31). Commencing with calendar year 2005 said “buy back” of sick time shall be based on the following schedule:

Employment Disability Expenses	Sick Buy Back Percentage
\$0 to \$20,000	75%
\$20,001 to \$30,000	65%
\$30,001 to \$35,000	55%
\$35,001 to \$40,000	45%
\$40,001 to \$45,000	35%
\$45,001+	0%

The employment disability expenses shall include all medical, time off and reserve costs. Notification of the expenses shall be provided to MAP by means of a letter from the Human Resource Director stating the total employment disability expenses for the calendar year period. The letter shall not include specific cost delineation by Police Patrol Officers.

To be eligible for the sick leave “buy back” program for a given calendar year, a Police Patrol Officer must have at least 500 hours of accumulated sick time as of January 1st of that calendar year. Payment to all eligible Police Patrol Officers for the calendar year sick leave “buy back” program shall be made in June of the following calendar year and shall be based on aggregate employment disability expenses during the calendar year (January 1st to the following December 31st) and shall be based on the straight time hourly wage of the Police Patrol Officer at the time the payment is made. (*E.g.*, payment for calendar year shall be made in June, of the following calendar year.

Payment of sick time the Village has “bought back” shall be made in a lump sum. All appropriate deductions shall be withheld; however, Police Pension deductions shall not be withheld.

All hours of accrued sick time that are “bought back” from a Police Patrol Officer, regardless of the “buy back” percentage, shall not be added to the Police Patrol Officer’s sick time accrual balance. Sick time that is “bought back” shall not be reflected as used sick time for performance evaluation purposes.

Section 8.8. Police Patrol Officers shall be permitted to be paid for a portion of accrued sick leave, subject to the following qualifications and conditions:

- (a) The Police Patrol Officer must have completed twenty (20) years of active service with the Village no later than the effective date of his/her retirement.
- (b) In order to be eligible for this benefit, the Police Patrol Officer must submit written notice of intent to retire to the Human Resource Director a minimum of four months prior to the planned effective date of retirement.
- (c) An amount not to exceed 65% of accrued sick leave as of the last day of active employment may be used for this program; payment shall be made via the regular payroll on a bi-weekly basis, lump sum, or on an individual basis by agreement with the Village.
- (d) No benefits of any kind shall accrue to an employee paid accrued sick leave under this section, nor shall police pension contributions be withheld; such payment shall not be considered active service or employment with the Village for the purpose of qualifying for or benefiting from any benefit attached to active employment with the Village.

Section 8.9. A Sick Leave Disaster Bank shall be established and consist of the accumulation of contributed sick leave days from Police Patrol Officers. Each officer shall contribute four (4) hours each year to the Bank the first pay period of April.

The Bank shall be administered by a committee consisting of three Police Patrol Officers-- the President and Vice President of the Chapter, and a third member mutually agreed upon by these two individuals. The committee shall rule on individual applications for awarding of days from the Bank within the following guidelines:

- (a) The officer shall have exhausted his/her individual accumulated sick leave.

(b) The Bank shall be applicable to illness or accident only and available only to the Police Patrol Officer him or herself. Specifically, the Bank shall not be available to an officer for illness of a family member.

(c) The officer shall supply such medical documentation as deemed necessary by the Committee.

(d) The officer shall not be required to pay back, in any manner, the number of days awarded by the Bank.

(e) The officer must have an illness or condition resulting from an illness or accident requiring an absence of more than five (5) working days. Days awarded would then be retroactive to the first day of eligibility.

(f) The committee shall request the officer's attendance record and utilize that information in the evaluation of the officer's request.

(g) The committee shall take into consideration the officer's eligibility for benefits available to him or her from the Police Pension Fund before ruling on the application.

(h) The Village shall by memorandum advise MAP of the amount of sick leave accrued in the Sick Leave Disaster Bank twice a year: once in the first week of January and once in the first week of June.

(i) Sick leave contributed to the Bank shall not be reflected as sick time used for sick leave buy back purposes nor for evaluation purposes.

Section 8.10. Police Patrol Officers shall have the ability to contribute accrued vacation, personal business days, or compensatory time to a fellow officer who has experienced a catastrophic occurrence within his or her immediate family, where that officer has insufficient accrued benefit time to cover an absence. Any such contribution/transfer of hours must first be approved by the Chief of Police and the Village Manager.

Section 8.11. If during a calendar year, an officer uses no sick leave, he/she shall receive a cash bonus in the amount of \$200.00, which said amount shall increase to \$250 effective for perfect attendance during the 2010 calendar year, and to \$300 for perfect attendance during the 2011 calendar year. The cash bonus shall be payable at the annual Employee Recognition event. If no Employee Recognition event is held, the cash bonus shall be payable on a separate check in the first pay period of February of the year following the perfect attendance record.

**ARTICLE NINE
FUNERAL LEAVE**

When a death occurs in the immediate family of an employee, a funeral leave with pay shall be granted so that the employee is able to attend the funeral; provided, however, the amount of time shall not exceed three (3) days of absence from work. Should leave in addition to that specified be required, it may be charged to accumulated personal days, vacation, or compensatory time with the written approval of the Department Head. For this section, immediate family shall include current spouse, child (includes step or adopted), grandchild, parent, step-parent, sister, brother, step-sister, step-brother, mother-in-law, father-in-law, or grandparent.

One (1) day funeral leave shall be granted so that the employee is able to attend the funeral for the following relatives: spouse's grandparents; sister-in-law or brother-in-law (of employee only).

**ARTICLE TEN
PERSONAL DAYS**

Under this agreement, the three annual Personal Days, which are normally earned one each on January 1, May 1 and September 1 of each year, will be credited to police patrol officers all on January 1 of each year.

This totals to 3 days annually for active full-time police patrol officers. Personal business days must be taken during the calendar year earned and cannot be carried over into the next calendar year. If personal days are not taken, the time accrued is forfeited.

Should an officer terminate employment for any reason, other than retirement, prior to May 1 of any year, he/she will be required to forfeit two of the personal days. Should an officer terminate employment for any reason, other than retirement, prior to September 1 of any year, he/she will be required to forfeit one of the personal days. If no personal days remain in their accrual balance, the cost of these days, based on the officer's current straight time hourly rate, will be deducted from his/her final pay check.

**ARTICLE ELEVEN
HOURS OF WORK, PREMIUM PAY AND COMPENSATORY TIME**

Section 11.1. This Article is intended to define the regular hours of work per day, per week, and per payroll period and provide the basis for the calculation and payment of overtime and shall not be construed as a guarantee of hours of work per day or per week, or guarantee of days of work per week. Nothing contained herein shall be construed as preventing the Village from restructuring the regular work day or work week for the purpose of promoting the efficiency of municipal government; and from establishing and assigning the work schedules of Police Patrol Officers.

Section 11.2. The regular work day for Police Patrol Officers may consist of eight (8) consecutive hours of work within a twenty-four (24) hour period, which includes a briefing period and a thirty (30) minute meal period (provided an emergency situation doesn't exist which automatically precludes it).

Section 11.3. For the term of this agreement, the normal work week for Officers shall consist of a total of forty (40) hours. The work cycle for purposes of 7(k) of the federal Fair Labor Standards Act ("FLSA") shall be considered 14 days. The payroll period for Officers shall not exceed fourteen (14) days *i.e.*, Officers shall be paid at least once every 14 days.

Section 11.4. Police Patrol Officers may be required to work more hours than the regular work week (forty (40) hours). For the purpose of the application of this section, hours worked shall include any hours charged to holiday, vacation, personal days, funeral leave, compensatory time taken, approved paid sick leave, employment disability and any other hours paid at a Police Patrol Officer's regular straight time rate. Hours worked shall not include hours charged to suspension, sick without pay, or leave without pay.

Section 11.5. Police Patrol Officers may trade a tour or part of a tour of duty with another Patrol Officer for the officers' own convenience. The trading of time must be voluntary by the officers involved in such trades and not for the benefit of the Village.

Section 11.6. Straight time hourly rates for Police Patrol Officers shall be calculated by dividing their annual base salary by 2080 hours. Overtime hourly rates shall be calculated by multiplying the straight time hourly rate times 1.5.

Section 11.7. When a Police Patrol Officer is required to work more than forty (40) hours, the Police Patrol Officer shall be paid at the rate of 1.5 times his/her regular straight time hourly rate or shall accumulate compensatory time at the rate of 1.5 times hours worked in excess of forty (40) hours per week. If the Police Patrol Officer has not worked the minimum hours required in the regular work week (forty (40) hours), he/she shall be paid at his/her regular straight time hourly rate for actual hours worked. Except as otherwise provided in Section 11.16 of this Article with respect to training overtime, a Police Patrol Officer may decide whether to accumulate compensatory time or be paid at the applicable overtime rate, provided the officer does not exceed the compensatory time cap specified in Section 11.10.

Section 11.8. A Police Patrol Officer called back to work, having completed a regular work day or called back on his/her day(s) off, shall receive a minimum of two (2) hours pay or the actual

time worked, whichever is greater. The compensation for callback shall be at 1.5 times the appropriate straight time hourly rate.

Section 11.9. Police Patrol Officers who are required as part of their Village employment to appear in court during their off-duty hours shall receive a minimum of two and one-half (2.5) hours of compensation or their actual time worked, whichever is greater. (The court time minimum referred to in the preceding sentence shall be changed from 2.5 hours to 3 hours, effective upon execution of this Agreement, but not on a retroactive basis.) The pay shall be at 1.5 times the regular hourly rate, provided the Police Patrol Officer has worked the minimum number of hours established for his/her regular work week. If the minimum number of hours has not been worked, the compensation will be at the Police Patrol Officer's regular hourly rate.

Court time shall be calculated starting from the time the Police Patrol Officer arrives in court and extends to the time his/her presence is no longer required in court; travel time shall not be counted towards court time. However, in those instances when an officer is required to report to the police station prior to traveling to court, court time shall be calculated starting from the time the Officer arrives at the police station and extends to the time of return to the police station, which shall include the travel time. No intermediate time, including meal breaks, shall be compensable.

Officers using their personal vehicle to travel to court shall receive a travel allowance in the amount of \$10.00, which said amount shall be increased to \$15.00 effective upon execution of this Agreement. Travel allowances for travel to court shall be accrued between April 1st and March 31st and be paid in a lump sum by April 30th of each year of this Agreement.

Section 11.10. Notwithstanding any other provision of this Agreement, no officer may accrue more than sixty (60) hours of compensatory time during any calendar year, nor shall an officer's accrued compensatory time exceed sixty (60) hours at any time. At or near the end of each calendar year, the Village will, at the officer's option, buy back any compensatory time in excess of 24 hours, at the officer's existing hourly rate of pay.

Section 11.11. No Pyramiding. Compensation shall not be paid more than once for the same hours worked under any provision of this Article of Agreement.

Section 11.12. Additional compensation for Police Patrol Officers assigned as investigators assigned to the Detective Division of the Police Department shall be paid at a rate of One Hundred Dollars (\$100.00) per month for each investigator.

Section 11.13. Police Patrol Officers periodically assigned as an Assistant Team Leader in the Patrol Division shall be paid at a rate of \$45.00 for each occurrence during a tour of duty when they are assigned to act as a shift supervisor in the absence of both the shift lieutenant and shift sergeant for a period of six (6) or more consecutive hours. This section shall apply to an officer assigned as an ATL in the Investigation Division only when the regularly assigned supervisor is absent for five (5) consecutive leave days or more. This section is not applicable to officers assigned to the tactical unit. This section shall not be applicable if an officer receives a temporary appointment of acting sergeant.

Section 11.14. An off-duty officer who is required to be on stand-by for DuPage County Court, and who is not subsequently required to report to court shall be compensated \$20.00 for each occurrence. Stand-by compensation shall be paid as soon as practicable during a subsequent payroll period.

Section 11.15. Recognizing that Police Patrol Officers should be recognized for outstanding performance in the line of duty, or for other reasons deemed appropriate by the Chief of Police, the recognition process may include memoranda, certificates of recognition and/or cash awards, as determined by the Chief of Police. The frequency of issuing recognitions and the amounts of any cash awards shall be recommended by the Chief of Police and must be approved by the Village Manager.

Section 11.16. Definitions for terms used in this Article:

Emergency Call Out

Definition - An unexpected, unplanned, or sudden situation, incident, or occurrence that requires the immediate response of a patrol officer.

Compensation - A patrol officer who is called back on an emergency call out shall receive a minimum of two (2) hours of pay or the actual time worked, whichever is greater, at 1.5 times his/her straight hourly rate.

Early Call In/ Hold Over/ Scheduled Overtime

Definition - Whenever a shift experiences manpower shortage because of a non-emergency situation, the supervisor will either call an officer in, hold an officer over, or schedule an officer to maintain minimum staffing.

Compensation - A patrol officer shall be compensated for only the actual time worked at 1.5 times his/her hourly rate. No minimum shall apply.

Training Overtime

Definition - A patrol officer who is assigned to training outside his/her normal tour of duty will receive overtime for actual hours spent in the course, unless 30 days advance notice of the training is provided, or the officer waives this requirement in a specific instance. Travel time to and from the course will only be compensated if the training is beyond a 20-mile radius from the police department.

Compensation - All patrol officers will be compensated at a rate of 1.5 times the hours worked. An officer may elect to receive said compensation in pay or compensatory time (unless the cap referenced in Section 11.10 of this Article has already been attained, in which case compensation shall be in cash.).

Overtime

All overtime starts when a patrol officer arrives at the police department or at the location as directed.

Patrol officers will be paid a maximum of two (2) hours at 1.5 times their regular rate for the purpose of undergoing the complete annual medical examination.

Patrol officers will be paid a maximum of one (1) hour at 1.5 times his/her straight rate for voluntarily performing the annual physical fitness test during their non-work time under Article 12 of this Agreement.

Special Details

If an officer becomes eligible for overtime as a result of an assignment to a special detail, such officer shall be compensated with overtime pay, as opposed to compensatory time off. Special details are assigned at the discretion of the Chief or the Chief's designee. Special details include, but are not limited to, gang suppression, DUI and neighborhood saturation.

Section 11.17. Canine Officer. Overtime for this assignment shall be governed by the provisions of the Canine Officer Agreement, attached hereto as Appendix A, and incorporated herein by reference. The parties agree that to be eligible for assignment to the position of Canine Officer, an employee shall sign the Canine Officer Agreement.

Section 11.18. FTO Pay. An officer who is assigned to serve as a Field Training Officer (FTO) shall be paid an additional one and one-half hours at the officer's overtime rate per day for each full workday the FTO is assigned to train a probationary officer. Provided, however, no employee shall be eligible for FTO pay on the same day the employee simultaneously serves as an ATL.

Section 11.19. Foreign Language Proficiency Pay. If an officer passes a foreign language proficiency test (which may include a written and oral component), then the officer will receive an annual bonus in accordance with the following schedule, the amount of which shall not be added to base pay:

	<u>Spanish/Polish</u>	<u>Other Eligible Languages</u>
Superior	\$900	\$600
Advanced	\$750	\$500
Intermediate	\$600	\$400
Novice	\$400	\$300

(Note: The above amounts are non-cumulative.)

The bonus shall be paid in November of each year.

While an officer may elect to take more than one foreign language proficiency test, no officer shall be eligible to receive more than one foreign language proficiency bonus.

The Village, or the Village's designee, will offer foreign language proficiency tests once every 12 months. Officer participation shall be voluntary. There shall be a \$25 fee for each test the officer elects to take, the amount of which shall be deducted from the officer's paycheck, unless the officer passes the test, in which case no fee will be assessed to the officer. An officer who takes the test during his non-work time will not be compensated for taking the test. In all cases, the test components, criteria and grading shall be determined exclusively by the Village or the Village's designee. Provided, however, if the Village changes the current vendor who provides the test, the Village will notify the Union in advance and afford them an opportunity to comment, if practicable, before a final decision is made to select a new vendor.

**ARTICLE TWELVE
UNIFORMS AND EQUIPMENT**

Section 12.1. The Village shall provide each police patrol officer with the following uniform (clothing) items in the quantity indicated:

<u>Quantity</u>	<u>Item Description</u>
5 pr.	Trousers
5	Short sleeve shirts
5	Long sleeve shirts
2	Ties
1	Summer hat
1	Winter hat
1	Summer jacket
1	Winter leather jacket
1	Rain coat
1	Rain cover for summer hat
1	Tie clasp
2	Name tags
6 pr.	Socks
1 pr.	Gloves (Kevlar optional)
1 pr.	Shoes (non-slip soles)
1 pr.	Leather boots
3	Mock turtleneck sweaters

Section 12.2. The Village shall provide each police patrol officer with the following items of equipment in the quantities listed:

<u>Quantity</u>	<u>Item Description</u>
1	Standard issue handgun
2	Extra clips for the handgun
1	Holster
1	Double ammo magazine pouch
1	Handcuff case
1	Key ring
1	Baton ring
1	Baton (nightstick)
1	Buckleless "Sam Brown" equipment belt
1	Velcro underbelt
1	Hat shield
2	Badges (shields)
1	Portable radio clip
1	Can pepper spray
1	Pepper spray case
1	Protective Vest Allowance--specifications for vest as set by the Chief of Police. (<i>See Section 12.3, below</i>)

Section 12.3. The Village shall purchase as part of its uniform issue an approved protective vest for all Police Patrol Officers who choose to wear one. Where the Village has purchased such an approved vest, said vest shall become part of the officer's uniform and shall be worn daily during his/her tour of duty. The Village agrees that protective vests shall be replaced in accordance with the recommendations of the manufacturer. Officers who own a protective vest upon the effective date of this Agreement shall be eligible for the allowance when their vests need to be replaced in accordance with manufacturer recommendations. All vests acquired with the subject allowance shall conform to the standards set by the uniform policy of the Police Department. If an officer chooses to purchase a higher rated level vest, he/she must pay any additional cost in excess of \$600.

Section 12.4. The Village reserves the right to determine the style, color, make, model, quantity, useful life or replacement of any of the items included in this article.

If the Village desires to change the style, color, make, model or useful life of any of the uniform or equipment items listed in Sections 12.1 and 12.2, 12.6 and 12.7 of this Article, then it shall have the option of phasing in any said change or immediately effecting the change for any or all police patrol officers.

Section 12.5. After each police officer has received his or her initial issue of uniforms and equipment, those items listed in Sections 12.1 and 12.2 of this Article will be inspected annually to determine need for replacement. The Village may replace or repair any uniform or equipment items listed in Sections 12.1 and 12.2 of this Article that are damaged in the line of duty, as determined by the Police Chief, or his designee.

Section 12.6. All police patrol officers shall be required to wear and maintain in a neat and serviceable condition all uniforms and equipment items issued to them by the Village, and shall be required to replace or repair any damaged or lost item of uniform or equipment at their own expense if said damage or loss is a result of their failure to properly use or maintain the item. General maintenance and repair of winter leather jackets shall specifically be the responsibility of the Police Patrol Officer.

Section 12.7. The following items of uniform or equipment shall be reissued annually:

<u>Quantity</u>	<u>Item Description</u>
2	Ties
6 pr.	Socks
1 pr.	Shoes (non-slip soles)

Section 12.8. Police patrol officers assigned to the Investigations Bureau MCAT or DuPage County Major Crimes Task Force as an investigator shall be given \$400 per calendar year clothing credit to purchase clothing appropriate for business and/or office attire. Officers shall purchase clothing and submit receipts to the Office of Support Services for up to a maximum reimbursement of \$400. In no event shall any officer be eligible to receive more than one uniform allowance payment of \$400 per year.

Section 12.9. All police patrol officers will be required to return all Village purchased uniform or equipment items upon termination of employment with the Village.

**ARTICLE THIRTEEN
PHYSICAL FITNESS STANDARDS**

Section 13.1. Physical Fitness Standards shall be established in accordance with the State of Illinois “Law Enforcement Physical Fitness Standards,” adopted by the Illinois Local Governmental Law Enforcement Officers Training Board on July 1, 1989. The standards shall consist of the four events listed below:

1. SIT & REACH (inches)
2. ONE MINUTE SIT UPS (number)
3. ONE BENCH PRESS (% of body weight)
4. ONE MILE RUN (time)

A copy of the physical fitness standards referred to above are attached as Appendix B to this Agreement.

Section 13.2. The Village shall arrange for annual testing of Patrol Officers to determine if they meet the standards described above. An officer’s participation in such testing shall be voluntary.

Section 13.3. Officers who voluntarily elect to participate in the testing arranged by the Village under this Article shall be eligible for a cash incentive for exceeding the above physical fitness standards in accordance with the schedule contained in Appendix B of this Agreement. Any cash incentives paid under this Article shall be processed in the second pay period following the date the testing process is completed.

**ARTICLE FOURTEEN
LIFE AND MEDICAL INSURANCE**

Section 14.1. During the term of this Agreement, the Village shall provide to each Police Patrol Officer group term life insurance in an amount equal to the Police Patrol Officer's annual base salary rounded to the next higher thousand, not to exceed Fifty Thousand Dollars (\$50,000.00). The Village reserves the right to provide this life insurance through a singly or jointly self-insured plan or under a group insurance policy or policies issued by an insurance company or insurance companies selected by the Village. It is agreed that the extent of the Village's obligation under this Article is limited solely to the payment of the cost of the insurance program provided thereunder, and Police Patrol Officers and their dependents and beneficiaries shall be entitled to benefits, if any, only in accordance with and governed by the terms and conditions of the insurance policies issued to provide such benefits.

Section 14.2. Neither the Village nor MAP shall themselves be obligated to pay any insurance benefits provided for in this Article directly to Police Patrol Officers or their dependents or beneficiaries except the temporary disability insurance provided for in Section 14.7 below. Failure of the insurance company to pay a claim is not subject to challenge under the grievance procedure, but rather is to be considered private contractual dispute between the insurance company and the Police Patrol Officer.

Section 14.3. A Police Patrol Officer on a Temporary Unpaid Disability Leave shall be permitted to continue coverage under the life insurance policy for a period not to exceed one year with the Village paying the cost of the life insurance premium for the first three months and the employee paying the cost for the next nine month period.

Section 14.4. The Village maintains a group medical, major medical and hospital insurance program for all regular full-time employees of the Village including Police Patrol Officers. The Village shall provide group comprehensive major medical and hospital insurance for all Police Patrol Officers and their eligible dependents as prescribed within the terms and conditions of the policy in effect and the conditions listed below. Coverage is effective on the first day of the second month following first day of work. As soon as practicable following execution of this Agreement, the existing medical, major medical and hospital insurance program will be modified to be the same as the Village plans offered to non-represented Village employees eligible for such coverage, and thereafter the Village may make changes that are substantially similar to the new level of benefits.

Section 14.5. During the term of this Agreement, each employee shall pay the same monthly premium or rate established for hospitalization and medical insurance under the applicable plan or plans as the amount paid by other non-bargaining unit, covered full-time Village employees, as the same may be changed from time to time, provided the employee's premium contribution for coverage shall not exceed 10% of the total premium for the coverage selected, e.g., employee, employee plus one or family.

Officers' contributions shall be paid through a payroll deduction.

Section 14.6. The benefits provided for herein shall be provided through a singly or jointly self-insured plan or under group insurance policy or policies issued by an insurance company or

insurance companies selected by the Village. “Insurance companies” include regular life insurance companies, non-profit organizations providing hospital, surgical or medical benefits, preferred provider organizations (PPO’s), or health maintenance organizations (HMO’s). If these benefits are insured by an insurance company, PPO or HMO, all benefits are subject to the provisions of the policies between the Village and that organization.

However, nothing in this agreement shall be construed to relieve any liability it may have to the Village, Association, Police Patrol Officer, or beneficiary of any employee. The terms of any contract or policy issued by an insurance carrier shall be controlling in all matters pertaining to benefits thereunder. A difference between a Police Patrol Officer (or his beneficiary) and the insurance carrier(s) or the processor of claims shall not be subject to the grievance procedure provided for in this Agreement.

Summary plan descriptions which explain coverage of the Village’s group health insurance benefits in greater detail are available. The actual plan documents or contracts, which are available by making a written request to the Human Resource Director, are the final authority in all matters relating to benefits described in this Manual or in the summary plan descriptions and will govern in the event of any conflict. The failure of any insurance carrier to provide any benefit for which it has contracted shall result in no liability to the Village or to MAP, nor shall such failure be considered a breach by the Village or Association of any obligation undertaken under this or any other agreement.

Section 14.7. A Police Patrol Officer on Temporary Unpaid Disability Leave may extend group comprehensive major medical insurance coverage for a maximum period of one (1) year, except to the extent a greater period may be provided under COBRA, with the Village paying the cost for the first three (3) month period.

Section 14.8. Dental Insurance. The Village shall provide a basic Dental Insurance Plan for all Police Patrol Officers. The cost of this benefit shall be paid entirely by the Village for the employee. In those instances where the employee elects to have eligible family members covered by this plan, it will be co-paid by the Village and the employee, with each paying 50% of the additional premium required for family members.

Section 14.9. COBRA. The Village and MAP mutually agree to comply with the Consolidated Omnibus Budget Reconciliation Act (COBRA). This Act requires the Village to offer each qualified beneficiary of its group health plans who would otherwise lose coverage under a plan as the result of a qualifying event an opportunity to elect continuation of the coverage. A qualified beneficiary who properly elects continuation coverage can be charged an amount no greater than 102% of the applicable premium, or the Police Officers’ Continuance Privilege, Chapter 215, Act 5, Section 367g, of the Illinois Compiled Statutes, whichever is applicable.

Section 14.10. RHS Plan. The former retirement health savings plan was discontinued. The parties may, by mutual written agreement, reinstitute the former plan, or a replacement, subject to applicable legal requirements under the Internal Revenue Code, when and if such requirements are changed. Any such RHS plan shall be non-contributory by the Village.

**ARTICLE FIFTEEN
SALARY PLAN**

Section 15.1. A Police Patrol Officer is eligible to advance to Step 1 after successful completion of the probationary period and attainment of a satisfactory performance appraisal. For purposes of this section, the term satisfactory shall be defined as receiving a rating of at least “meets standards” on the end-of-probation performance appraisal.

A Police Patrol Officer shall be evaluated for purposes of determining his/her step increases according to the following schedule:

Upon Completion of Probation.....	Step 1
One year after progressing to Step 1	Step 2
One year after progressing to Step 2	Step 3
One year after progressing to Step 3	Step 4
One year after progressing to Step 4.....	Step 5
One year after progressing to Step 5.....	Step 6
One year after progressing to Step 6.....	Step 7

Police Patrol Officers who are “in-step” (defined as not having reached Step 5) shall be eligible for a step increase on their anniversary date. The anniversary date for each Police Patrol Officer shall be based on the date on which a Police Patrol Officer began Village service as a Police Patrol Officer. Progression of steps shall be based upon meritorious service as determined by the results of an annual performance evaluation. The rating period for said performance evaluations shall be on a calendar year basis.

An “in step” Police Patrol Officer shall receive a step increase if his/her performance is evaluated to be satisfactory. For purposes of this section, the term satisfactory shall be defined as receiving a rating of at least “meets standards” on the annual performance appraisal.

If a Police Patrol Officer’s evaluation is determined to be unsatisfactory, that is, less than a rating of “meets standards”, a reevaluation shall be performed in 90 days. The step increase shall not be granted for this 90-day period. If after the 90-day period, the Village determines another 90-day period is required to evaluate a Police Patrol Officer’s performance, such 90-day period shall be granted. No salary adjustment shall be granted for this second 90-day period.

If after an extended 90-day evaluation period, a Police Patrol Officer’s performance is determined to be satisfactory, a step increase shall be granted starting from the 91st day of the Police Patrol Officer’s employment year. No salary adjustment, based on a 90-day or 180-day extended evaluation period, shall be retroactive.

If a Police Patrol Officer fails to achieve a satisfactory performance rating at the end of the second 90-day extended evaluation period, he or she shall not again be eligible for a review and step increase until the next regularly scheduled annual evaluation.

Section 15.2. Base Pay Adjustments.

Retroactive to May 1, 2015, Police Patrol Officers’ hourly rates shall be increased by 2.5%.

Retroactive to May 1, 2016, Police Patrol Officers' hourly rates shall be increased by 2.5 %, plus a 0.5% equity adjustment.

Retirement bonus. Upon retirement a Police Patrol Officer shall receive a \$1,000 lump sum retirement bonus payable in his/her final pay check.

Annual calculation. The annual pay for a Police Patrol Officer is calculated by multiplying the hourly rate time 2080 hours.

Pay Plan. Appendix C contains the actual Base Pay Plans for the life of this Agreement, showing the hourly rates for each step for each period following an adjustment as specified in this section.

Section 15.3. Longevity Pay. Effective May 1, 2013, the Village shall pay longevity pay as follows:

- After 10 years of service an additional \$400 will be added to base salary.
- After 15 years of service an additional \$600 (non cumulative) will be added to base salary.
- After 20 years of service an additional \$1,000 (non cumulative) will be added to base salary.
- After 25 years of service an additional \$1,500 (non-cumulative) will be added to base salary.

ARTICLE SIXTEEN GRIEVANCE PROCEDURE

Section 16.1. Definition. A grievance is any dispute or difference of opinion between a Police Patrol Officer covered by this Agreement and the Village, with respect to the meaning, or application of the express provisions of this agreement except that management rights, as set forth in the agreement, are not challengeable as a grievance.

Section 16.2. Steps in grievance process.

Step 1 - Recognizing that any grievance should be raised and settled promptly, a grievance must be raised within seven (7) calendar days of the first event giving rise to the grievance. The Police Patrol Officer shall submit a written grievance for each specific incident and shall relate the date and time of the incident, the specific violations and facts relating to the incident, and the relief sought by the Police Patrol Officer. The grievance shall be submitted within the time limits set forth above, and filed with the Police Patrol Officer's direct supervisor, unless mutually agreed, in writing, to initiate the grievance at a higher level in the process. The supervisor shall be responsible for making inquiry into the facts and circumstances of the grievance, and providing the Police Patrol Officer with a written decision within four (4) calendar days of receipt of the written grievance.

Step 2 - If the Police Patrol Officer is not satisfied with the decision of his or her direct supervisor, the written grievance may be appealed to the next higher supervisory level within his/her assigned division, within three (3) calendar days of receipt of the direct supervisor's written decision. The Supervisor shall make a separate investigation, review prior actions and provide the Police Patrol Officer with a written decision within four (4) calendar days of receipt of the grievance.

Step 3 - If the Police Patrol Officer is not satisfied with the decision rendered in Step 2, the written grievance may be appealed to the Deputy Chief of Operations or Deputy Chief of Support Services (whichever is applicable in the respective officer's chain of command) within three (3) calendar days of the receipt of the Supervisor's decision. The Deputy Chief shall make a separate investigation, review prior actions, and provide the Police Patrol Officer with a written decision within seven (7) calendar days of receipt of the grievance.

Step 4 - If the Police Patrol Officer is not satisfied with the decision rendered in Step 3, the written grievance may be appealed to the Chief of Police within three (3) calendar days of the receipt of the decision rendered in Step 3. The Chief of Police shall make a separate investigation, review prior actions, and provide the Police Patrol Officer with written decision within ten (10) calendar days of receipt of the grievance.

Step 5 - If the Police Patrol Officer is not satisfied with the decision rendered in Step 4, a written request for a review of the grievance may be made to the Village Manager within 5 calendar days of the receipt of the Police Chief's written decision. The Village Manager or his designee shall meet with the aggrieved individual within ten (10) calendar days of receipt of the grievance, and shall respond in writing within ten (10) calendar days of the meeting.

Step 6 - Arbitration. If the grievance is not settled in Step 5 and MAP wishes to appeal the grievance from Step 5 of the grievance procedure, MAP may refer the grievance to arbitration, as described below, within ten (10) days of receipt of the Village's written answer as provided to MAP at Step 5:

(a) The parties shall attempt to agree upon an arbitrator within ten (10) days after receipt of the notice of referral. In the event the parties are unable to agree upon the arbitrator within said ten (10) day period, the parties shall jointly request the Federal Mediation and Conciliation Service or the American Arbitration Association to submit a panel of five (5) arbitrators. Each party retains the right to reject one panel in its entirety and request that a new panel be submitted. Both the Village and MAP shall have the right to strike two (2) names from the panel. The party requesting arbitration shall strike the first two names; the other party shall then strike two names. The person remaining shall be the arbitrator.

(b) The arbitrator shall be notified of his/her selection and shall be requested to set a time and place for the hearing, subject to the availability of Association and Village representatives.

(c) The Village and MAP shall have the right to request the arbitrator to require the presence of witnesses or documents. The Village and MAP retain the right to employ legal counsel.

(d) The arbitrator shall submit his/her decision in writing within thirty (30) calendar days following the close of the hearing or the submission of briefs by the parties, whichever is later.

(e) More than one grievance may be submitted to the same arbitrator where both parties mutually agree in writing.

(f) The fees and expenses of the arbitrator and the cost of a written transcript, if any, shall be divided equally between the Village and MAP; provided, however, that each party shall be responsible for compensating its own representatives and witnesses.

Section 16.3. Limitations on Authority of Arbitrator. The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. The arbitrator shall consider and decide only the question of fact as to whether there has been a violation, misinterpretation or misapplication of the specific provisions of this Agreement. The arbitrator shall be empowered to determine the issue raised by the grievance as submitted in writing at the Second Step. The arbitrator shall have no authority to make a decision on any issue not so submitted or raised. The arbitrator shall be without power to make any decision or award which is contrary to or inconsistent with, in any way, applicable laws, or of rules and regulations of administrative bodies that have the force and effect of law. The arbitrator shall not in any way limit or interfere with the powers, duties and responsibilities of the Village under law and applicable court decisions. Any decision or award of the arbitrator rendered within the limitations of this Section shall be final and binding.

Section 16.4. Time Limit for Filing. No grievances shall be entertained or processed unless it is submitted at Step 1 within seven (7) calendar days after the first occurrence of the event giving

rise to the grievance or within seven (7) calendar days after the employee, through the use of reasonable diligence, could have obtained knowledge of the first occurrence of the event giving rise to the grievance.

Section 16.5. Grievances may be processed by MAP on behalf of a Police Patrol Officer or on behalf of a group of Police Patrol Officers, setting forth the name(s) of the officer(s). Either party may have the grievant or one grievant representing a group of grievants present at any step of the grievance procedure, and the officer is entitled to MAP representation at each step of the grievance procedure. The resolution of a grievance filed on behalf of one or more officers shall be applicable to all officers within a group.

Section 16.6. Extensions for additional time may be requested in writing by either party through the process, and if mutually agreed upon, shall be granted.

Section 16.7. It is agreed and understood that circumstances which give rise to a grievance shall not exempt the Police Patrol Officer from the responsibilities of completing the assigned tasks.

Section 16.8. If the Village fails to respond according to time frames set forth above, the Police Patrol Officer may immediately appeal to the next step in the procedure.

Section 16.9. If a grievance is not presented within the time limits set forth above, it shall be considered “waived.” If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Department’s last answer.

Section 16.10. Exclusivity of Grievance Procedure. The grievance procedure set forth in this Article shall be the sole and exclusive means for discussing and processing items subject to the grievance procedure.

**ARTICLE SEVENTEEN
TUITION REIMBURSEMENT PROGRAM**

Section 17.1. Recognizing the mutual benefits derived from personal growth and increased work competence, it is the policy of the Village, subject to the restrictions listed below, to provide financial assistance to full-time, regular employees interested in furthering their formal education.

Section 17.2. The Village may provide to the extent sufficient funds are contained in the current budget, full-time regular employees with tuition assistance. While completion of a course of study provides an improved educational background, the accomplishment does not obligate the Village to reward such completion through promotion, transfer, reassignment, wage or salary increase, etc.

Section 17.3. To be eligible for reimbursement under this program, the employee must have been employed by the Village for a minimum of one year. No reimbursement shall be made unless prior approval is first obtained in accordance with the provisions of this section. The amount of reimbursement will be determined by the grade received for approved courses.

Section 17.4. The tuition reimbursement program includes two educational components aimed at improving employee education.

The first component of this program provides reimbursement to an employee for a specific course requested. The courses that may be approved for tuition reimbursement consideration are those which (1) relate directly to an employee's present position; or (2) increases his/her potential in a realistic foreseeable-future position which is directly related to the specific career path within the employee's current job classification.

Section 17.5. The second component of this program provides reimbursement for approved degree programs on both the undergraduate and graduate level. Approval will be based on the job relatedness of the program as well as Village and departmental needs. Employees must submit a copy of the degree requirements, including course names, descriptions, credit hours, and cost per credit hour. Approval will be based on the recommendation of the Department Head and the Human Resources Director with the final approval resting with the Village Manager.

1. Employees matriculated as degree students in a program of study which meets the requirements of eligibility specified under this program may have the entire degree program considered for acceptance.
2. After acceptance of a degree program by the Village, employees need not submit requests for individual course approvals as progress is made through the program. Employees must, however, submit a ***Request for Reimbursement Form*** at the successful completion of each course(s).
3. Employees in accepted degree programs may complete course credits by participating in "credit by examination" programs such as the College Level

Examination Program (CLEP). If results are accepted for credit, 75% of the examination cost will be reimbursed.

Section 17.6. Employees interested in participating in this program should complete an *Application for Educational Assistance Form* and present it to their supervisor prior to registering for the course. Application for Educational Assistance forms must first be approved by the Department Head after which it should be forwarded to the Human Resources Office for processing. After processing, copies of all forms, both those approved and any not approved, will be returned to the employee and the Department Head by the Human Resources Director.

Since this program is limited to funds in the current budget, employees should anticipate participation in this program during the budget planning process each year.

Section 17.7. The Village retains the authority to evaluate the cost of course work based on similar courses given at a state college or university and not necessarily on the cost of the course at a specific college or university an employee chooses to attend. The maximum amount reimbursable will be based on the current tuition rates for comparable college-level courses at Northern Illinois University.

Section 17.8. Special “concentrated study” programs must be approved by the Village Manager. These courses require submission of a special white paper setting forth all details of the program.

Section 17.9. Home study programs are eligible for consideration only if they apply directly and specifically to an employee’s current work assignment. The Tuition Reimbursement Program is limited to the cost of units or modules which can reasonably be expected to be completed in one year.

Section 17.10. The amount that may be reimbursed upon proper prior approval will cover tuition, fees, and required books for up to one course of study per academic term, based on the following attainment schedule:

<u>COURSE GRADE</u>	<u>AMOUNT REIMBURSABLE (Up to allowable maximum)</u>
A	100% of Tuition, Fees and Required Books
B	85% of Tuition, Fees and Required Books
C	70% of Tuition, Fees and Required Books
D	0% of Tuition, Fees and Required Books

Section 17.11. All reimbursements made under this program will be made upon successful completion of previously approved courses. Upon successful completion of approved courses, employees should submit a *Request for Tuition Reimbursement* form together with validated course grades and appropriate receipts for tuition, textbooks, and fees to the Human Resources Department. After processing, this form and attachments will be forwarded to the Finance Dept. Reimbursement will be made directly to employees. In special cases, the Village Manager may approve partial payment of approved costs at the time of enrollment.

Section 17.12. Employees receiving tuition reimbursement under this program will be required to sign an agreement with the Village to remain in active service for the periods listed below. *Any employee who fails to fulfill the agreed upon length of service stipulated in such an agreement shall be required to pay back to the Village the most recent prior academic year's total reimbursement made to him or her.* Employees may also be required to sign a wage assignment and/or a payroll deduction authorization in addition to this agreement, insuring repayment to the Village if the stipulated periods of employment are not fulfilled because of voluntary resignation.

1. Employees who receive tuition reimbursement under the individual course component of this program will be required to remain in active service with the Village for at least **one (1) year** after completion of a course.
2. Employees who receive tuition reimbursement under the approved degree component of this program will be required to remain in active service with the Village for at least **two (2) years** after completion of each academic year and/or attainment of the college degree.

Section 17.13. Excluded from the Village's Tuition Reimbursement Program are:

1. Institutions or programs of study not approved by the Village.
2. Late fees and interest for delayed-payment plans.
3. Audited courses.
4. A law degree program. Individual courses in law relating to an employee's present position may be approved when recommended by the employee's Department Head.
5. The cost of transportation, living expenses, drawing instruments, calculators, electronic equipment, recording devices or other course materials other than textbooks.

**ARTICLE EIGHTEEN
SAFE DRIVING INCENTIVE**

To encourage safe driving procedures by the Police Patrol Officers, the following incentive program shall be in effect for the term of this Agreement.

All Police Patrol Officers who are actively employed for a period of one (1) year without being involved in a chargeable (at fault) motor vehicle accident while operating a Village vehicle in a calendar year shall be awarded a cash award in the amount of \$150.00 (or such amount as may be established for eligible non-bargaining unit employees, whichever is greater), payable on the second pay period in March of the following year. Determination of whether an accident was chargeable or whether the officer was at fault shall be determined by procedures established by the Village.

A chargeable motor vehicle accident for the purposes of this Agreement is one in which the Village has determined that the officer was at fault. Such review and determination by the Village shall not be subject to the grievance and arbitration procedure set forth in this Agreement.

ARTICLE NINETEEN WORK INTERRUPTION

Section 19.1. MAP and the Police Patrol Officers covered by this agreement recognize and agree that the rendering of police services to the community cannot, under any circumstances or conditions be withheld, interrupted, disrupted, or discontinued, and that to do so would endanger the health, safety, and welfare of the inhabitants thereof.

During the term of this Agreement, neither MAP nor its agents nor any Police Patrol Officer for any reason, will authorize, institute, aid, condone, or engage in a work stoppage, strike, or any other interference with the work statutory functions or obligations of the Village.

Section 19.2. MAP agrees to notify all Police Patrol Officers of their obligation and responsibility for maintaining compliance with this Article, including their responsibility to remain at work during any interruption which may be caused or initiated by others, and to encourage Police Patrol Officers violating Section 19.1 of this article to return to work.

Section 19.3. The Village may discharge, discipline, deduct pay or withhold other benefits of any Police Patrol Officer who violates Section 19.1 or any Police Patrol Officer who fails to carry out his responsibilities under Section 19.2, subject to the provisions of Article 29, Section 29.1 (Discipline).

Section 19.4. MAP agrees that the Village has the right to deal with any such work interruption or disruption by imposing discipline, including discharge or suspension without pay, on any, some, or all of the Police Patrol Officers participating therein, and/or any, some or all of the leaders of MAP who so participate, as the Village may choose; by contracting for services; by hiring temporary or regular Police Patrol Officers to replace striking individuals.

Section 19.5. Nothing contained herein shall preclude the Village from obtaining judicial restraint and damages in the event of a violation of this article.

Section 19.6. The Village will not lock out employees during the term of this Agreement as a result of any labor dispute with MAP.

**ARTICLE TWENTY
SOLICITATION**

The parties agree that bargaining unit members will not solicit any person or entity for contributions on behalf of the Hanover Park Police Department or the Village of Hanover Park.

Bargaining unit members agree that the Village name, shield or insignia, communications systems, supplies and materials will not be used for solicitations purposes. Solicitation by bargaining unit employees may not be done on work time or in a work uniform. The bargaining unit members agree that they will not use the words "Hanover Park Police Department" in their name or describe themselves as the "Village of Hanover Park." The bargaining unit members shall have the right to explain to the public, if necessary, that they are members of a labor organization providing collective bargaining, legal defense and other benefits to all patrol-rank police officers employed by the Village. This paragraph does not apply to the solicitation efforts of the Metropolitan Alliance of Police or any of its agents who are not bargaining unit members.

Each party to this Agreement agrees that they will comply with all applicable laws regarding solicitation.

**ARTICLE TWENTY-ONE
SENIORITY, LAYOFF AND RECALL**

Section 21.1. Definition of Seniority. Seniority shall be based on the length of time from the last date of beginning continuous full-time employment as a sworn peace officer in the Police Department of the Village.

Conflicts of seniority among officers hired before July 12, 1999 shall be determined on the basis of the order of the officers on the Personnel Board's hiring list, with the officer higher on the list being the more senior. In the event of a tie on the list, the employee who's last name appears first on an alphabetized list (A-Z) shall be deemed more senior than the other.

Conflicts of seniority among officers hired on or after July 12, 1999 shall be determined on the basis of the employee who's last name appears first on an alphabetized list (A-Z).

Seniority shall not be earned during the period of any unpaid leave.

Section 21.2. Seniority List. On or before January 1 each year, the Village will provide MAP with a seniority list setting forth each employee's seniority date. The Village shall not be responsible for any errors in the seniority list unless such errors are brought to the attention of the Village in writing within fourteen (14) calendar days after MAP's receipt of the list.

Section 21.3. Layoff. The Village, in its discretion, shall determine whether layoffs are necessary. If it is determined that layoffs are necessary, employees covered by this Agreement will be laid off in accordance with their length of service as provided in Illinois law, 65 ILCS 5/10-2.1-18.

Section 21.4. Recall. Employees who are laid off shall be placed on a recall list for a period of two (2) years. If there is a recall, employee who are still on the recall list shall be recalled, in the inverse order of their layoff, provided they are fully qualified to perform the work to which they are recalled without further training.

Employees who are eligible for recall shall be given fourteen (14) calendar days' notice of recall and notice of recall shall be sent to the employee by certified or registered mail with a copy to MAP, provided that the employee must notify the Police Chief or his designee of his intention to return to work within seven (7) days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee, it being the obligation and responsibility of the employee to provide the Police Chief or his designee with his latest mailing address. If an employee fails to timely respond to a recall notice his name shall be removed from the recall list.

Section 21.5. Termination of Seniority. Seniority and the employment relationship shall be terminated for all purposes if the employee:

- (a) quits or resigns;
- (b) is discharged for cause;

- (c) retires (or is retired pursuant to a legal mandatory retirement age adopted and implemented by the Village);
- (d) falsifies the reason for a leave of absence or is found to be working during a leave of absence without prior written approval of the Village;
- (e) fails to report to work at the conclusion of an authorized leave of absence or vacation;
- (f) is laid off and fails to report for work within fourteen (14) calendar days after having been recalled;
- (g) is laid off for a period in excess of two (2) years;
- (h) does not perform work for the Village for a period in excess of twelve (12) months, provided, however, this provision shall not be applicable to approved absences due to military service; or
- (i) is absent for three (3) or more consecutive working days without notifying the Village.

**ARTICLE TWENTY-TWO
COMPLIANCE WITH ILLINOIS LAW**

Section 22.1. The Village and MAP mutually agree to comply with the Statutes of the State of Illinois, including but not limited to the “Uniform Peace Officers’ Disciplinary Act” (Chapter 50 ILCS 725/1 - 725/7).

Section 22.2. The Village and MAP mutually agree to comply with the provisions of the applicable Chapter section of the Illinois Compiled Statutes which allows for deferral of Police Patrol Officers’ police pension contributions from taxable income, as regulated by Section 414(h) of the Internal Revenue Code.

These provisions reduce the amount of withholding tax from each Officer’s paycheck, resulting in an increase of available funds to the employee. Income tax will be paid on the deferred amounts by the employee upon his/her receipt of pension contributions either at the time of retirement or upon refund due to termination of employment with the Village.

Section 22.3. The Village and MAP agree to comply with the Public Employee Disability Act (Chapter 5, Act 345, Section 1 of the Illinois Compiled Statutes), which provides for continuation of pay for disabilities from injuries in the line of duty.

**ARTICLE TWENTY-THREE
CONFLICTS WITH DEPARTMENTAL POLICY**

If the situation arises where this Agreement is in conflict with Police Department policy, this Agreement shall prevail.

It is also agreed that all other matters contained within Village Ordinances, the Personnel Rules and Regulations, Departmental policy, directives, general orders, procedures and rules, not contained within this Agreement, as the same may be changed from time to time by the Village, shall be applicable to all employees covered by this Agreement.

ARTICLE TWENTY-FOUR
SEVERABILITY

If any provision of this Agreement is subsequently declared by legislative or judicial authority to be unlawful, unenforceable, or not in accordance with applicable laws, statutes, or regulations of the United States of America, or the State of Illinois, all other provisions of this Agreement shall remain in full force and effect for the duration of this agreement.

In the event that any provision of this Agreement is declared invalid, the parties may request negotiations to commence to agree on a substitute provision.

**ARTICLE TWENTY-FIVE
ENTIRE AGREEMENT**

This Agreement, upon ratification, supersedes all prior practices and agreements, whether written or oral, unless expressly stated to the contrary herein, and constitutes the complete and entire agreement between the parties, and concludes collective bargaining for its term.

The Village and MAP, for the duration of this Agreement, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated, to bargain collectively with respect to any subject or matter referred to or covered in this Agreement, including the impact of the Village's exercise of its rights as set forth herein on wages, hours or terms and conditions of employment. This paragraph does not waive the right to bargain over any subject or matter not referred to or covered in this Agreement which is a mandatory subject of bargaining and concerning which the Village is considering changing during the term of this Agreement.

**ARTICLE TWENTY-SIX
IMPASSE RESOLUTION**

Upon expiration of this Agreement, and should an impasse in negotiations for a successor agreement occur, the parties shall resort to statutorily required impasse procedures pursuant to the Illinois Public Labor Relations Act (Chapter 5 ILCS 315/14), as may be amended from time to time, or as may otherwise be mutually agreed.

ARTICLE TWENTY-SEVEN
TERM OF AGREEMENT

This Agreement, when ratified by both parties, shall be effective as of the day after it is executed, and shall remain in full force and effect until the 30th day of April, 2017. It shall be automatically renewed from year to year thereafter unless either party shall notify the other, in writing, sixty (60) days prior to the expiration date set forth above or each yearly period thereafter, if applicable. If either party submits such written notice, the parties' designated representatives shall immediately commence negotiations. Notwithstanding the expiration date set forth above, this entire Agreement shall remain in full force and effect during the period of negotiations and until a successor agreement is ratified by both parties.

This Agreement may be amended at any time if both parties, the Village and MAP, agree, in writing, to such amendments.

**ARTICLE TWENTY-EIGHT
MISCELLANEOUS**

Section 28.1. Family and Medical Leave Act of 1993. The parties agree that the Employer may alter, adopt and enforce policies in compliance with the Family and Medical Leave Act of 1993 (“FMLA”).

Section 28.2. Americans with Disabilities Act. The parties agree that the Employer may, notwithstanding any other provisions of the Agreement, take action that is in accord with what is legally permissible under the Americans with Disabilities Act (“ADA”) in order to be in compliance with the ADA.

Section 28.3. Military Leave. Employees called to active military duty shall, upon application, be granted a leave of absence for the period of service in accordance with applicable state and federal law. If a member of a reserve or national guard unit is mobilized by Presidential or Gubernatorial order, leave of absence and reinstatement shall be governed by this Section.

Section 28.4. Chapter Bulletin Board. The Village will make available a bulletin board in the Police Department for the posting of official MAP notices of a non-political, non-inflammatory nature. The Village reserves the right to remove inappropriate postings from the bulletin board. MAP agrees to limit the posting of Union notices to such bulletin board.

Section 28.5. Residency. All bargaining unit employees shall, as a term or condition of continued employment, maintain their principal residence (domicile) within 35 miles of the Village Hall, and within the State of Illinois.

ARTICLE TWENTY-NINE DISCIPLINE

Section 29.1. Discipline. The Police Chief or his designee may discipline or dismiss any or all officers for cause. Suspensions of one or more days and dismissals may be appealed under the Grievance Procedure, Article 16. There shall be no recourse to the Village Personnel Board. Oral reprimands and written warnings shall not be subject to the grievance procedure or the Personnel Board. Grievances concerning suspensions and dismissals shall be initiated at Step 4 of the grievance procedure.

Suspensions of one to five days shall be served notwithstanding the filing of any grievance, provided that the Arbitrator shall have the authority to overturn or reduce such suspension in the event that he finds cause for such discipline did not exist. In order to obtain the reversal or reduction of a suspension of 5 days or less, the officer shall have the burden of proving that cause for such discipline did not exist.

In the case of a suspension for more than 5 days (but less than termination), such suspension shall be stayed in the event the employee notifies the Chief of Police (or, in his absence, the Commanding Officer on duty) in writing of his intent to grieve such suspension within three (3) calendar days of receipt of the notice of discipline. Absent such notice, the suspension shall be served. In the case of a suspension of greater than 5 days, the Chief shall have the burden, in any arbitration proceeding, of proving that cause for such discipline exists. In the event the grievance is denied, the suspension shall be served immediately.

In the case of dismissal, if an employee notifies the Chief of Police (or, in his absence, the Commanding Officer on duty) in writing of his intent to grieve such dismissal within three (3) calendar days of his receipt of notice of discipline, then such employee shall be placed on an unpaid leave pending the outcome of the grievance procedure.¹ In the case of dismissal, the Chief shall have the burden, in any arbitration proceeding, of proving that cause for dismissal exists. In the event an Arbitrator determines that cause for dismissal did not exist, the Arbitrator shall have the authority to reinstate the officer with or without back pay (or a portion thereof.)

In the event an officer grieves a suspension of more than 5 days or a dismissal under this Section, any arbitration hearing shall be commenced within thirty (30) calendar days of the date an arbitrator is selected, and the arbitrator shall render an award within 30 days of the close of the hearing or the Arbitrator's receipt of post-hearing briefs. These time limits shall be observed absent mutual agreement to extend them. The failure of an Arbitrator to adhere to the time limits specified herein shall not negate the discipline or the appeal thereof that is the subject of the arbitration hearing.

Section 29.2. Notice of Disciplinary Action. The Chief of Police or his designee shall notify an officer, in writing, of any written reprimand, suspension, or dismissal. The notice of discipline shall include a brief statement indicating the reason(s) for the discipline.

¹ The employee may request a preliminary hearing before the Arbitrator concerning the propriety of an unpaid leave pending the outcome of the arbitration hearing regarding cause for dismissal.

Section 29.3. Nothing in this Agreement shall be construed as a waiver of an individual officer's right to request the presence of a Union representative at a pre-disciplinary, investigatory interview.

**ARTICLE THIRTY
INDEMNIFICATION**

The Village will indemnify officers for actions taken within the scope of their authority to the full extent of coverage, subject to any limitations, as provided by the general liability insurance policy or plan maintained by the Village, as the same may be changed from time to time by the Village.

In Witness Whereof the parties have hereunto set their hands and seals this _____ day of _____, 2013.

Village of Hanover Park

Attest:

Village President

Village Clerk

Village Manager

The Metropolitan Alliance of Police

President

MEMORANDUM OF AGREEMENT

The Village of Hanover Park ("Village") and the Metropolitan Alliance of Police ("MAP") agree that this Memorandum of Agreement shall not be considered a part of the current collective bargaining agreement between the Village and the MAP, nor shall it constitute a precedent which either party may cite in any subsequent negotiations or interest arbitration proceeding. The Village and the MAP further agree as follows:

1. Alternative Work Schedule for Patrol Division. The Village is willing to maintain an alternative work schedule for officers assigned to the Patrol Division, until April 29, 2016, subject to the remaining terms of this Memorandum of Agreement. (This Memo applies to employees of the Patrol Division only, including the Canine Officer, but excluding Special Operations Group Officers, Detectives and all other bargaining unit employees).
2. Conditions. The alternative work schedule for covered employees is subject to the following conditions:
 - a) The normal work day will be 12 hours provided that once during each two-week period, the Village may schedule an 8-hour work day for each employee, so that an employee will normally be scheduled to work 2080 hours during the calendar year.
 - b) The work cycle for purposes of 7(k) of the federal Fair Labor Standards Act ("FLSA") shall be considered 14 days, with overtime being paid only for hours worked in excess of 80 hours in a 14 day cycle. Employees covered by this Memorandum will not otherwise be eligible for overtime pay.
 - c) All leave "days" shall equate to 8 hours per day, and shall continue to accrue at that rate, i.e., the alternative work schedule shall not increase accrual of paid leave time, including vacations, funeral leave and personal days. An employee using a full leave day while assigned to the alternative work schedule shall have 12 hours deducted from his/her accrued leave. The provisions of Article Six of the collective bargaining agreement, which provide eight (8) hours of compensation for holidays, shall remain unchanged by this Memorandum.
 - d) The Canine Officer Agreement in effect during this alternative work schedule shall be modified, as set forth on Attachment A.
 - e) While this alternative work schedule is in effect, Section 11.18 (FTO Pay) of the collective bargaining agreement, shall be modified to provide as follows:

An officer who is assigned to serve as a Field Training Officer (FTO) shall be paid an additional one and one half hours at the officer's overtime rate per day for each full workday the FTO is assigned to train a probationary officer. Provided, however, no employee shall be eligible for FTO pay on the same day the employee simultaneously serves as an ATL.

- f) The term day or days, as used in Section 29.1 (Discipline) of the collective bargaining agreement, shall, for purposes of this Section only, refer to 12 hour work days.
 - g) An employee shall not engage in secondary employment during two consecutive 12 hour shifts, *i.e.*, two shifts separated by less than 24 hours off.
 - h) An officer assigned an as an Assistant Team Leader shall be paid at a rate of \$45.00 for each occurrence during a 12 hour tour of duty when they are assigned to act as a shift supervisor in the absence of both the shift lieutenant and shift sergeant for six or more consecutive hours. This benefit shall not be applicable if an officer receives a temporary appointment of acting sergeant.
 - i) Should there be any conflict between the provisions of this Memorandum and the provisions of the Collective Bargaining Agreement, or any successor agreement, the provisions of this Memorandum shall govern, so long as the alternative work schedule is maintained.
3. Evaluation. The foregoing alternative work schedule for the Patrol division shall be evaluated as follows:
- a) Service levels, productivity, operational needs, accidents, safety, leave usage, and cost effectiveness will be periodically monitored by the Village.
 - b) There shall be periodic labor management meetings to discuss the schedule and its effectiveness. The parties may change the terms of this Memorandum by mutual written agreement.
 - c) If, at any time, the Chief of Police determines that the alternative work schedule has not met the overall operational needs of the Department, or has adversely affected the level of police services to the community, or has had adverse economic consequences, or has resulted in unacceptable sick leave or diminished productivity or safety, he shall have the final right to discontinue the alternative work schedule and revert back to the work schedule provided for or permitted under the applicable collective bargaining agreement.
4. The terms of this memorandum shall not be subject to the grievance procedure. Any unexpected difficulties in administrating the alternative work schedule should, to the extent practical, be discussed in Labor Management Committee meetings.
5. This Memorandum shall expire on April 29, 2016, unless extended otherwise mutually agreed in writing between the Village and the MAP.

AGREED:

Village of Hanover Park

Metropolitan Alliance of Police

Appendix A**CANINE OFFICER AGREEMENT**

The canine officer shall perform the following duties relative to his/her assigned canine during the course of his/her duty shift:

1. Exercise
2. Grooming
3. Feeding (one meal)
4. Training
5. Veterinarian routine checkups and shots
6. Procuring food and supplies

The officer shall be allowed four (4) hours per week for the following at-home outside work activities with his/her assigned canine:

1. Cleaning the canine's kennel or other place where the canine is kept and cleaning up after the canine.
2. Feeding (one meal on on-duty days--2 meals on off-duty days)
3. Exercise on off-duty days
4. Emergency trips to veterinarian

If the off-duty at-home canine care activities exceed the four hours per week allowance for any week, the officer shall submit a daily log identifying the activities engaged in, the times at which they took place and the duration of the activities to his/her supervisor by the end of the shift immediately following the week.

Officer

Date

Chief of Police

Date

Appendix B

Physical Fitness Standards

MAP AGREEMENT
5/1/2015 – 4/30/2017

TEST	MALE AGE				FEMALE AGE			
	20-29	30-39	40-49	50-59	20-29	30-39	40-49	50-59
SIT & REACH	16.0	15.0	13.8	12.8	18.8	17.8	16.8	16.3
1 MINUTE SIT UP	37	34	28	23	31	24	19	13
MAXIMUM BENCH PRESS RATIO	0.98	0.87	0.79	0.70	0.58	0.52	0.49	0.43
1 MILE RUN	9:15	9:50	10:17	10:59	10:59	11:20	11:58	12:35

HOW WILL PHYSICAL FITNESS BE MEASURED?

1. SIT AND REACH TEST

This is a measure of the flexibility of the lower back and upper leg area. It is an important area for performing police tasks involving range of motion and is important in minimizing lower back problems. The test involves stretching out to touch the toes or beyond with extended arms from sitting position. The score is in the inches reached on a yardstick with 15 inches being at the toes.



2. 1 MINUTE SIT-UP TEST

This is a measure of the muscular endurance of the abdominal muscles. It is an important area for performing police tasks that may involve the use of force and is an important area for maintaining good posture and minimizing lower back problems. The score is in the number of bent leg sit-ups performed in 1 minute.



3. 1 REPETITION MAXIMUM BENCH PRESS

This is a maximum weight pushed from the bench press position and measures the amount of force the upper body can generate. It is an important area for performing police tasks requiring upper body strength. The score is a ratio of weight pushed divided by body weight.



4. 1 MILE RUN

This is a timed run to measure the heart and vascular systems' capability to transport oxygen. It is an important area for performing police tasks involving stamina and endurance and to minimize the risk of cardiovascular problems. The score is in minutes and seconds.



Appendix B

Physical Fitness Incentives

MAP AGREEMENT
5/1/2015 – 4/30/2017

AVERAGE SCORE	AWARD
4.00 – 4.24	\$50.00
4.25 – 4.49	\$75.00
4.50 – 4.74	\$125.00
4.75 – 4.99	\$175.00
5.00	\$200.00

Appendix B

Rating Chart FOR Physical Fitness Standards

MAP AGREEMENT
5/1/2015 – 4/30/2017

SCORE	1	2	3	4	5
% OF STANDARD	76-85	86-95	96-100	101-115	116+
SIT & REACH					
SIT UPS					
BENCH PRESS					
MILE RUN					

Average Score: _____ (Sum of scores divided by 4)

**VILLAGE OF HANOVER PARK
BASE PAY PLAN
POLICE PATROL OFFICERS**

APPENDIX C

**VILLAGE OF HANOVER PARK
BASE PAY PLAN
POLICE PATROL OFFICERS
5/1/2015-4/30/2017**

EFFECTIVE DATE	After 1 Year	After 2 Years	After 3 Years	After 4 Years	After 5 Years	After 6 Years	After 7 Years
May 1, 2015	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 29.96	\$ 31.51	\$ 33.62	\$ 35.72	\$ 38.23	\$ 39.34	\$ 41.32
Annual	\$ 62,309.12	\$ 65,544.49	\$ 69,933.73	\$ 74,300.35	\$ 79,256.72	\$ 81,834.46	\$ 85,952.20

EFFECTIVE DATE	After 1 Year	After 2 Years	After 3 Years	After 4 Years	After 5 Years	After 6 Years	After 7 Years
May 1, 2016	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Hourly	\$ 30.86	\$ 32.46	\$ 34.63	\$ 36.80	\$ 39.39	\$ 40.53	\$ 42.57
Annual	\$ 64,186.19	\$ 67,519.02	\$ 72,040.49	\$ 76,538.65	\$ 81,922.46	\$ 84,299.72	\$ 88,541.51



Village of Hanover Park

AGENDA MEMORANDUM

TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager

SUBJECT: Warrant

ACTION

REQUESTED: Approval Concurrence Discussion Information

RECOMMENDED FOR CONSENT AGENDA: Yes No

MEETING DATE: August 18, 2016

Recommended Action

Approve Warrant 8/18/2016 in the amount of \$259,508.31

Approve Warrant Paid in Advance (7/19/16-8/11/16) in the amount of \$302,440.69

JM:smk

Attachments: Warrants

Agreement Name: _____

Executed By: _____



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Department Finance Admin - Finance Administration										
Sub-Department Finance Admin.Check Request Finance Administration,Check Request										
Vendor 72 - Accurate Office Supply Co										
373523	office supplies	Open		08/04/2016	08/19/2016	08/04/2016			28.28	
							Vendor 72 - Accurate Office Supply Co Totals	Invoices	1	<u>\$28.28</u>
Vendor 4747 - Andres Medical Billing Ltd										
138370	7/16 Ambulance Billing Charges	Open		08/02/2016	08/19/2016	08/02/2016			2,800.68	
							Vendor 4747 - Andres Medical Billing Ltd Totals	Invoices	1	<u>\$2,800.68</u>
Vendor 4823 - Belmonte Printing Co										
095443	Parking permit applications	Open		08/04/2016	08/19/2016	08/04/2016			124.00	
							Vendor 4823 - Belmonte Printing Co Totals	Invoices	1	<u>\$124.00</u>
Vendor 920 - Classic Graphic Industries Inc										
79774	checks	Open		08/04/2016	08/19/2016	08/04/2016			196.62	
							Vendor 920 - Classic Graphic Industries Inc Totals	Invoices	1	<u>\$196.62</u>
Vendor 967 - Com Ed										
0275090072-7/16	6/27-7/27 Westview	Open		08/01/2016	08/19/2016	08/01/2016			89.70	
0303064208-7/16	6/27-7/27 Barrington Rd Sign	Open		08/01/2016	08/19/2016	08/01/2016			130.31	
2739065057-7/16	6/27-7/27 Hartmann	Open		08/01/2016	08/19/2016	08/01/2016			44.92	
3507062010-7/16	6/27-7/26 Turnberry	Open		08/01/2016	08/19/2016	08/01/2016			196.23	
5939030006-7/16	6/24-7/27 Kingsbury	Open		08/01/2016	08/19/2016	08/01/2016			120.96	
6467010006-7/16	6/27-7/27 Northway	Open		08/01/2016	08/19/2016	08/01/2016			86.64	
7587125092-7/16	6/27-7/26 Central	Open		08/01/2016	08/19/2016	08/01/2016			50.56	
1890092011-7/16	6/30-8/1 Pond Aerators	Open		08/02/2016	08/19/2016	08/02/2016			336.41	
8663648000-7/16	6/30-8/2 Ontarioville StreetLights	Open		08/05/2016	08/19/2016	08/05/2016			52.73	
							Vendor 967 - Com Ed Totals	Invoices	9	<u>\$1,108.46</u>
Vendor 968 - Com Ed										
0091041048-7/16	6/30-8/1 Morton Tower	Open		08/05/2016	08/19/2016	08/05/2016			35.72	
							Vendor 968 - Com Ed Totals	Invoices	1	<u>\$35.72</u>
Vendor 1005 - Constellation New Energy Inc										
1E12303-7/16	6/24-7/25 County Farm	Open		08/02/2016	08/19/2016	08/02/2016			174.04	
1E12442-7/16	6/27-7/26 Plum Tree	Open		08/02/2016	08/19/2016	08/02/2016			190.56	
1E12570-7/16	6/24-7/25 Bayside	Open		08/02/2016	08/19/2016	08/02/2016			677.66	
1E12807-7/16	6/24-7/25 Well #5	Open		08/02/2016	08/19/2016	08/02/2016			443.92	
1E12145-7/16	6/27-7/26 Longmeadow	Open		08/05/2016	08/19/2016	08/05/2016			2,171.94	
1E12368-7/16	6/27-7/25 STP1	Open		08/05/2016	08/19/2016	08/05/2016			9,647.11	
1E12495-7/16	6/24-7/25 Well #4	Open		08/05/2016	08/19/2016	08/05/2016			1,965.50	



Accounts Payable Invoice Report 6 A. PD

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 1005 - Constellation New Energy Inc										
1E12652-7/16	6/27-7/26 Evergreen	Open		08/05/2016	08/19/2016	08/05/2016			1,308.70	
								Vendor 1005 - Constellation New Energy Inc Totals	Invoices 8	\$16,579.43
Vendor 1034 - Corporate Business Cards										
237593	Business cards	Open		08/04/2016	08/19/2016	08/04/2016			89.29	
								Vendor 1034 - Corporate Business Cards Totals	Invoices 1	\$89.29
Vendor 4753 - Fed Ex										
549325055-A	Overnight package-Finance Dept	Open		08/02/2016	08/19/2016	08/02/2016			23.27	
549325055-B	Overnight package-Finance Dept	Open		08/02/2016	08/19/2016	08/02/2016			26.38	
549325055-C	Overnight package-Finance Dept	Open		08/02/2016	08/19/2016	08/02/2016			30.03	
549325055-D	Overnight package-Finance Dept	Open		08/02/2016	08/19/2016	08/02/2016			30.03	
								Vendor 4753 - Fed Ex Totals	Invoices 4	\$109.71
Vendor 1619 - Gatso USA										
2016-525	7/16 Red Light Camera Payment	Open		08/02/2016	08/19/2016	08/02/2016			1,635.00	
								Vendor 1619 - Gatso USA Totals	Invoices 1	\$1,635.00
Vendor 5729 - InfoSend, Inc.										
109301	Postage Deposit-Water Bills	Open		08/05/2016	08/19/2016	08/05/2016			9,926.00	
								Vendor 5729 - InfoSend, Inc. Totals	Invoices 1	\$9,926.00
Vendor 4756 - IRMA										
CREDIT2067	6/16 Deductible	Open		08/02/2016	08/19/2016	08/02/2016			(257.98)	
SALES15363	7/16 Deductible	Open		08/02/2016	08/19/2016	08/02/2016			4,295.49	
								Vendor 4756 - IRMA Totals	Invoices 2	\$4,037.51
Vendor 3053 - Neopost USA Inc										
14920589	Ink Cartridge-Postage Machine	Open		08/02/2016	08/19/2016	08/02/2016			219.00	
								Vendor 3053 - Neopost USA Inc Totals	Invoices 1	\$219.00
Vendor 3082 - Nicor Gas										
0249471000-7/16	6/30-8/2 Well #4	Open		08/05/2016	08/19/2016	08/05/2016			86.05	
0882240538-7/16	7/1-8/2 Therm Overage-FH#1	Open		08/05/2016	08/19/2016	08/05/2016			366.47	
1764281000-7/16	7/5-8/3 Well #5	Open		08/05/2016	08/19/2016	08/05/2016			28.93	
5829471000-7/16	7/1-8/2 Therm Overage-PW	Open		08/05/2016	08/19/2016	08/05/2016			184.40	
6721671000-7/16	7/5-8/3 Longmeadow	Open		08/05/2016	08/19/2016	08/05/2016			88.99	
8426464314-7/16	7/1-8/2 Therm Overage-Police Station	Open		08/05/2016	08/19/2016	08/05/2016			715.36	
8529471000-7/16	7/1-8/2 Therm Overage-VH	Open		08/05/2016	08/19/2016	08/05/2016			588.88	



Accounts Payable Invoice Report 6 A. PD

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 3082 - Nicor Gas										
8532641000-7/16	6/30-8/2 Train Station	Open		08/05/2016	08/19/2016	08/05/2016			28.72	
Vendor 3082 - Nicor Gas Totals								Invoices	8	\$2,087.80
Vendor 3332 - Paul, Bernard Z										
11846	4/16 Legal Services-Bloomingtondale Disconnection	Open		08/01/2016	08/19/2016	08/01/2016			1,376.00	
11847	5/16 Retainer	Open		08/01/2016	08/19/2016	08/01/2016			7,762.50	
11848	4/16 Legal Services-SSA#5	Open		08/01/2016	08/19/2016	08/01/2016			107.50	
11849	4/16 Legal Services-TIF#3 HSQ	Open		08/01/2016	08/19/2016	08/01/2016			451.50	
11850	4/16 Legal Services-General Matters	Open		08/01/2016	08/19/2016	08/01/2016			11,653.00	
Vendor 3332 - Paul, Bernard Z Totals								Invoices	5	\$21,350.50
Vendor 3680 - Ricoh USA Inc										
5043561998	4/30/16-7/29/16 Copy Charges-VH	Open		08/01/2016	08/19/2016	08/01/2016			2,404.35	
Vendor 3680 - Ricoh USA Inc Totals								Invoices	1	\$2,404.35
Vendor Steve Dweydari										
1813	1813 Whitney Dr	Open		08/08/2016	08/19/2016	08/08/2016			1,200.00	
Vendor Steve Dweydari Totals								Invoices	1	\$1,200.00
Vendor Peter Erhardt										
6237	6273 Gold Cir - Transfer Stamp	Open		08/08/2016	08/19/2016	08/08/2016			377.00	
Vendor Peter Erhardt Totals								Invoices	1	\$377.00
Vendor A & H Investments										
1498	1498 Merrimac Ln S	Open		08/08/2016	08/19/2016	08/08/2016			500.00	
Vendor A & H Investments Totals								Invoices	1	\$500.00
Vendor Salma Jangda										
7011	7011 Mulberry Ln	Open		08/08/2016	08/19/2016	08/08/2016			500.00	
Vendor Salma Jangda Totals								Invoices	1	\$500.00
Vendor Stephanie Miranda										
1285	1285 Court E	Open		08/08/2016	08/19/2016	08/08/2016			1,000.00	
Vendor Stephanie Miranda Totals								Invoices	1	\$1,000.00



Accounts Payable Invoice Report 6 A. 10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor Murphy Paving & Sealcoating Inc									
51163	Refund Overpaid Contractor Registration Fee	Open		08/01/2016	08/19/2016	08/01/2016			10.00
Vendor Murphy Paving & Sealcoating Inc Totals							Invoices	1	\$10.00
Vendor William Patrick									
1091	1091 Old Mill Ln - Transfer Stamp	Open		08/08/2016	08/19/2016	08/08/2016			630.00
Vendor William Patrick Totals							Invoices	1	\$630.00
Vendor Maria Rodriguez									
5467	5467 Arlington Dr W	Open		08/08/2016	08/19/2016	08/08/2016			1,500.00
Vendor Maria Rodriguez Totals							Invoices	1	\$1,500.00
Sub-Department Finance Admin.Check Request Finance Administration,Check Request Totals							Invoices	54	\$68,449.35
Department Finance Admin - Finance Administration Totals							Invoices	54	\$68,449.35

Finance Admin Finance Administration

Department **Finance Collect - Finance Collections**

Vendor 2990 - Murnane Paper Company									
201977	copy paper	Open		08/05/2016	08/19/2016	08/05/2016			3,143.60
Vendor 2990 - Murnane Paper Company Totals							Invoices	1	\$3,143.60
Department Finance Collect - Finance Collections Totals							Invoices	1	\$3,143.60

Finance Collect Finance Collections

Department **Fire Admin - Fire Administration**

Vendor 4769 - Air One Equipment Inc									
114353	Hurst Jaws of Life eDRAULIC Rescue Tools	Open		08/03/2016	08/19/2016	08/03/2016			34,385.00
Vendor 4769 - Air One Equipment Inc Totals							Invoices	1	\$34,385.00
Sub-Department Fire Admin.Check Request Fire Administration,Check Request									
Vendor 4769 - Air One Equipment Inc									
112684	Air Test Maintenance - Station 2	Open		08/02/2016	08/19/2016	08/02/2016			61.68
112685	Air Test Maintenance - Station 1	Open		08/02/2016	08/19/2016	08/02/2016			62.00
114838	Compressor - 6 Months Maintenance - Station 1	Open		08/02/2016	08/19/2016	08/02/2016			647.25



Accounts Payable Invoice Report 6 A. 10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 4769 - Air One Equipment Inc										
114839	Compressor 6 Month Maintenance - Station 2	Open		08/02/2016	08/19/2016	08/02/2016			617.25	
Vendor 4769 - Air One Equipment Inc Totals								Invoices	4	\$1,388.18
Vendor 5725 - Annette Ayala										
NFA Ayala	2 Days - Per Diem - NFA	Open		08/02/2016	08/19/2016	08/02/2016			118.00	
Vendor 5725 - Annette Ayala Totals								Invoices	1	\$118.00
Vendor 593 - Bound Tree Medical LLC										
82213772	Medical Supplies and Glucose Meter	Open		08/02/2016	08/19/2016	08/02/2016			190.88	
Vendor 593 - Bound Tree Medical LLC Totals								Invoices	1	\$190.88
Vendor 5200 - Christopher Collins										
2016_ImageTrend	Per Diem for 2016 Image Trend Conference	Open		08/02/2016	08/19/2016	08/02/2016			256.00	
Vendor 5200 - Christopher Collins Totals								Invoices	1	\$256.00
Vendor 5712 - D&B Consulting, Inc of Illinois										
101	Plumbing Inspections - 7-6 - 7-27 -2016	Open		08/02/2016	08/19/2016	08/02/2016			950.00	
Vendor 5712 - D&B Consulting, Inc of Illinois Totals								Invoices	1	\$950.00
Vendor 5247 - Scott Edwards										
2016 Image Trend	Per Diem 2016 Image Trend Conference	Open		08/02/2016	08/19/2016	08/02/2016			256.00	
Vendor 5247 - Scott Edwards Totals								Invoices	1	\$256.00
Vendor 5172 - Elite Uniforms Inc										
HAN-023	Uniforms	Open		08/02/2016	08/19/2016	08/02/2016			358.00	
Vendor 5172 - Elite Uniforms Inc Totals								Invoices	1	\$358.00
Vendor 1406 - Essential Equipment Solutions Inc										
4842	CO & Gas Leak Detector	Open		08/02/2016	08/19/2016	08/02/2016			457.40	
Vendor 1406 - Essential Equipment Solutions Inc Totals								Invoices	1	\$457.40
Vendor 1484 - Fireground Supply Inc										
16153	Uniforms - Doubek	Open		08/02/2016	08/19/2016	08/02/2016			104.45	
16210	Turnout Gear Bag - BC Jasper	Open		08/02/2016	08/19/2016	08/02/2016			54.00	
16211	Uniforms - New Part-time FFs	Open		08/02/2016	08/19/2016	08/02/2016			789.30	
Vendor 1484 - Fireground Supply Inc Totals								Invoices	3	\$947.75



Accounts Payable Invoice Report 6 A. 10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4806 - Eric Fors									
2016 Pinnacle	2016 Pinnacle Conference - Fors	Open		08/02/2016	08/19/2016	08/02/2016			602.53
Vendor 4806 - Eric Fors Totals							Invoices	1	<u>\$602.53</u>
Vendor 5121 - Guest Services									
911-916 2016	NFA Meal Ticket for Fire Corps Members Ayala and Jennings	Open		08/02/2016	08/19/2016	08/02/2016			334.64
Vendor 5121 - Guest Services Totals							Invoices	1	<u>\$334.64</u>
Vendor 5724 - Irsay Plumbing & Mechanical Inc									
11176	Inspections - 6-27 - 7-26-16	Open		08/02/2016	08/19/2016	08/02/2016			300.00
Vendor 5724 - Irsay Plumbing & Mechanical Inc Totals							Invoices	1	<u>\$300.00</u>
Vendor 4812 - Ryan Jasper									
2016 IImage Trend	Image Trend Conference - Per Diem, Parking & Tolls	Open		08/02/2016	08/19/2016	08/02/2016			379.80
Vendor 4812 - Ryan Jasper Totals							Invoices	1	<u>\$379.80</u>
Vendor 5726 - Cindy Jennings									
NFA Jennings	2 Days Per Diem - NFA 9-11 - 9-16-16	Open		08/02/2016	08/19/2016	08/02/2016			118.00
Vendor 5726 - Cindy Jennings Totals							Invoices	1	<u>\$118.00</u>
Vendor 2810 - Menards									
33646	Cooler for 306	Open		08/02/2016	08/19/2016	08/02/2016			21.49
33647	Oil Dry - Hazmat	Open		08/02/2016	08/19/2016	08/02/2016			25.32
33964	Garbage Cans	Open		08/02/2016	08/19/2016	08/02/2016			42.40
34022	Plug for charger on 382 and Drill Bit for Mounting Equipment	Open		08/02/2016	08/19/2016	08/02/2016			30.47
34040	Plug for Charger	Open		08/02/2016	08/19/2016	08/02/2016			14.97
34072	Return Plug For Charger - Wrong Item	Open		08/02/2016	08/19/2016	08/02/2016			(15.48)
Vendor 2810 - Menards Totals							Invoices	6	<u>\$119.17</u>
Vendor 3248 - Panther Uniforms Inc									
18228	Uniforms - Chief Haigh	Open		08/02/2016	08/19/2016	08/02/2016			322.95
Vendor 3248 - Panther Uniforms Inc Totals							Invoices	1	<u>\$322.95</u>
Vendor 3400 - Physio-Control Inc									
416141681	Maintenance Agreement 8-1 - 10-31-2016	Open		08/02/2016	08/19/2016	08/02/2016			3,437.55
Vendor 3400 - Physio-Control Inc Totals							Invoices	1	<u>\$3,437.55</u>



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 3515 - Promos 911 Inc									
6063	Supplies - Special Events	Open		08/02/2016	08/19/2016	08/02/2016			4,596.88
			Vendor 3515 - Promos 911 Inc Totals				Invoices	1	<u>\$4,596.88</u>
Vendor 4136 - Stryker Sales Corporation									
1980770 M	EMS Supplies -Mattress	Open		08/02/2016	08/19/2016	08/02/2016			232.22
1983258 M	Powerload Cot Upgrade Kit	Open		08/02/2016	08/19/2016	08/02/2016			2,578.06
			Vendor 4136 - Stryker Sales Corporation Totals				Invoices	2	<u>\$2,810.28</u>
Vendor 5727 - The Institution of Fire Engineers USA Branch									
2016-0392	Membership	Open		08/02/2016	08/19/2016	08/02/2016			613.00
			Vendor 5727 - The Institution of Fire Engineers USA Branch Totals				Invoices	1	<u>\$613.00</u>
Vendor 4762 - Thompson Elevator Inspection Service Inc									
16-2371	Elevator Inspections 7-2-16	Open		08/02/2016	08/19/2016	08/02/2016			100.00
	Camcraft								
16-2438	Elevator Inspections - 7-21-16	Open		08/02/2016	08/19/2016	08/02/2016			315.00
			Vendor 4762 - Thompson Elevator Inspection Service Inc Totals				Invoices	2	<u>\$415.00</u>
Vendor 4543 - Warehouse Direct									
3138448-0	Supplies	Open		08/02/2016	08/19/2016	08/02/2016			186.75
			Vendor 4543 - Warehouse Direct Totals				Invoices	1	<u>\$186.75</u>
Vendor 5243 - Xerox Business Services LLC									
1287793	FHETS 2016 Conference - Fors & Chmielak	Open		08/10/2016	08/19/2016	08/10/2016			2,810.00
			Vendor 5243 - Xerox Business Services LLC Totals				Invoices	1	<u>\$2,810.00</u>
	Sub-Department Fire Admin.Check Request Fire Administration,Check Request Totals						Invoices	35	<u>\$21,968.76</u>
	Department Fire Admin - Fire Administration Totals						Invoices	36	<u>\$56,353.76</u>

Fire Admin Fire Administration

Department **Fire Inspect Svc - Fire Inspectional Services**

Vendor **Alta Contractors, LLC**

2016-176	Bond Refund-- 2460 Leslie Ln	Open		08/03/2016	08/19/2016	08/03/2016			100.00
			Vendor Alta Contractors, LLC Totals				Invoices	1	<u>\$100.00</u>



Accounts Payable Invoice Report 6 A. 10

Invoice Due Date Range 08/05/16 - 08/19/16
Report By Department - Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor C & S Remodeling, Inc									
2016-1055	Bond Refund-- 1635 Windjammer Ln	Open		08/03/2016	08/19/2016	08/03/2016			100.00
Vendor C & S Remodeling, Inc Totals							Invoices	1	\$100.00
Vendor Euro-Tech, Inc									
2016-696	Bond Refund-- 2030 Wildwood Ln	Open		08/08/2016	08/19/2016	08/08/2016			145.00
Vendor Euro-Tech, Inc Totals							Invoices	1	\$145.00
Vendor Fritz Construction									
2016-1099	Bond Refund-- 8040 Carrolton Ct S	Open		08/08/2016	08/19/2016	08/08/2016			100.00
Vendor Fritz Construction Totals							Invoices	1	\$100.00
Vendor Global Custom Roofing									
2016-744	Bond Refund-- 2159 Elm Ave	Open		07/27/2016	08/19/2016	07/27/2016			100.00
Vendor Global Custom Roofing Totals							Invoices	1	\$100.00
Vendor Harris Exteriors & More									
2016-966	Bond Refund--7824 Huntington Cir S	Open		08/08/2016	08/19/2016	08/08/2016			100.00
Vendor Harris Exteriors & More Totals							Invoices	1	\$100.00
Vendor Hawkeye Roofing Co.									
2016-1035	Bond Refund-- 1885 Isle Royale	Open		07/27/2016	08/19/2016	07/27/2016			100.00
Vendor Hawkeye Roofing Co. Totals							Invoices	1	\$100.00
Vendor Ania Lahucik									
2016-957	Bond Refund-- 5815 Wilshire Ct B	Open		08/03/2016	08/19/2016	08/03/2016			100.00
Vendor Ania Lahucik Totals							Invoices	1	\$100.00
Vendor Liberty Roofing & Siding Inc.									
2016-1112	Bond Refund-- 5491 Arlington Dr W	Open		08/03/2016	08/19/2016	08/03/2016			100.00
Vendor Liberty Roofing & Siding Inc. Totals							Invoices	1	\$100.00
Vendor Lifeline Plumbing									
2016-1108	Bond Refund-- 7160 Hawthorne Ln	Open		07/27/2016	08/19/2016	07/27/2016			100.00
Vendor Lifeline Plumbing Totals							Invoices	1	\$100.00



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor Lannie Luck										
2016-1079	Bond Refund--2024 Rooney Ct	Open		08/08/2016	08/19/2016	08/08/2016			150.00	
							Vendor Lannie Luck Totals	Invoices	1	<u>\$150.00</u>
Vendor Gary Patel										
2016-961	Bond Refund-- 1802 Irving Park	Open		08/03/2016	08/19/2016	08/03/2016			160.00	
							Vendor Gary Patel Totals	Invoices	1	<u>\$160.00</u>
Vendor Professional Paving & Concrete Co										
2016-273	Bond Refund-- 1000 Lake St	Open		07/27/2016	08/19/2016	07/27/2016			210.00	
							Vendor Professional Paving & Concrete Co Totals	Invoices	1	<u>\$210.00</u>
Vendor Rodriguez Roofing Co.										
2016-1075	Bond Refund-- 2295 Stepstone Ln	Open		08/03/2016	08/19/2016	08/03/2016			100.00	
							Vendor Rodriguez Roofing Co. Totals	Invoices	1	<u>\$100.00</u>
Vendor Tentory Concrete										
2016-987	Bond Refund-- 5711 Unit Ct.	Open		08/03/2016	08/19/2016	08/03/2016			100.00	
							Vendor Tentory Concrete Totals	Invoices	1	<u>\$100.00</u>
Vendor THD at Home Services										
2016-1094	Bond Refund-- 4050 Pennsbury Ct	Open		08/08/2016	08/19/2016	08/08/2016			100.00	
							Vendor THD at Home Services Totals	Invoices	1	<u>\$100.00</u>
Vendor Travis Them										
2016-703	Bond Refund-- 2030 Wildwood Ln	Open		08/08/2016	08/19/2016	08/08/2016			105.00	
							Vendor Travis Them Totals	Invoices	1	<u>\$105.00</u>
Vendor Jeffrey Watts										
2016-502	Bond Refund-- 8068 Yorkshire	Open		07/27/2016	08/19/2016	07/27/2016			100.00	
							Vendor Jeffrey Watts Totals	Invoices	1	<u>\$100.00</u>
Vendor Janeen Wojcik										
2016-745	Permit refunds-- 1774 Goddard	Open		08/08/2016	08/19/2016	08/08/2016			100.00	
							Vendor Janeen Wojcik Totals	Invoices	1	<u>\$100.00</u>
							Department Fire Inspect Svc - Fire Inspectional Services Totals	Invoices	19	<u>\$2,170.00</u>

Fire Inspect Svc Fire Inspectional Services
 Department **HR Department - Human Resources Department**



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Sub-Department HR Department.Check Request Human Resources Department,Check Request									
Vendor 125 - Advocate Occupational Health									
621247	employee physical-FD	Open		08/01/2016	08/19/2016	08/01/2016			399.16
Vendor 125 - Advocate Occupational Health Totals							Invoices	1	<u>\$399.16</u>
Vendor 910 - Clark Baird Smith LLP									
7189	Legal Services	Open		08/08/2016	08/19/2016	08/08/2016			6,026.25
Vendor 910 - Clark Baird Smith LLP Totals							Invoices	1	<u>\$6,026.25</u>
Vendor 1000 - Conrad Polygraph Inc									
2148	background checks	Open		08/01/2016	08/19/2016	08/01/2016			1,600.00
Vendor 1000 - Conrad Polygraph Inc Totals							Invoices	1	<u>\$1,600.00</u>
Vendor 4753 - Fed Ex									
5-493-25055HR	fed ex HR	Open		08/01/2016	08/19/2016	08/01/2016			25.78
Vendor 4753 - Fed Ex Totals							Invoices	1	<u>\$25.78</u>
Vendor 4783 - O.C. Tanner									
930882315	service recognition retirement	Open		07/25/2016	08/19/2016	07/25/2016			682.02
930972039	gift-beane employee retirement	Open		08/01/2016	08/19/2016	08/01/2016			680.11
Vendor 4783 - O.C. Tanner Totals							Invoices	2	<u>\$1,362.13</u>
Vendor 3680 - Ricoh USA Inc									
97253738	copier rental HR	Open		08/01/2016	08/19/2016	08/01/2016			231.41
Vendor 3680 - Ricoh USA Inc Totals							Invoices	1	<u>\$231.41</u>
Vendor 4543 - Warehouse Direct									
3144868-0	Office Supplies HR	Open		08/01/2016	08/19/2016	08/01/2016			65.18
Vendor 4543 - Warehouse Direct Totals							Invoices	1	<u>\$65.18</u>
Sub-Department HR Department.Check Request Human Resources Department,Check Request Totals							Invoices	8	<u>\$9,709.91</u>
Department HR Department - Human Resources Department Totals							Invoices	8	<u>\$9,709.91</u>

HR Department Human Resources Department

Department **IT - Information Technology**

Sub-Department **IT.Check Request Information Technology,Check Request**

Vendor **373 - AT&T**

630299011207	E911 Lines - July	Open		08/03/2016	08/19/2016	08/03/2016			35.38
Vendor 373 - AT&T Totals							Invoices	1	<u>\$35.38</u>



Accounts Payable Invoice Report 6.A.10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4790 - CDW Government									
DRW7510	Toner	Open		08/03/2016	08/19/2016	08/03/2016			257.98
			Vendor 4790 - CDW Government Totals				Invoices	1	<u>\$257.98</u>
Vendor 5333 - NetSupport Inc									
536138	Annual Support & Maintenance	Open		08/03/2016	08/19/2016	08/03/2016			1,696.00
			Vendor 5333 - NetSupport Inc Totals				Invoices	1	<u>\$1,696.00</u>
Vendor 4759 - Nextel Communications									
622730512-174	Anne Fox Grate - July	Open		08/03/2016	08/19/2016	08/03/2016			42.24
			Vendor 4759 - Nextel Communications Totals				Invoices	1	<u>\$42.24</u>
Vendor 4454 - Verizon Wireless									
9769155012	Verizon Mobile Phones - July 2016	Open		08/03/2016	08/19/2016	08/03/2016			5,595.53
			Vendor 4454 - Verizon Wireless Totals				Invoices	1	<u>\$5,595.53</u>
	Sub-Department IT.Check Request Information Technology,Check Request Totals						Invoices	5	<u>\$7,627.13</u>
	Department IT - Information Technology Totals						Invoices	5	<u>\$7,627.13</u>
IT Information Technology									
Department PW Admin - PW Administration									
Sub-Department PW Admin.Check Request PW Administration,Check Request									
Vendor 4789 - 1st Ayd Corporation									
PSI53487	Misc. Supplies	Open		08/05/2016	08/19/2016	08/05/2016			375.70
			Vendor 4789 - 1st Ayd Corporation Totals				Invoices	1	<u>\$375.70</u>
Vendor 328 - Arc Disposal-Republic Svc #551									
0551-012778996	Basic Service - 8/1/16 - 8/31/16	Open		07/29/2016	08/19/2016	07/29/2016			615.23
			Vendor 328 - Arc Disposal-Republic Svc #551 Totals				Invoices	1	<u>\$615.23</u>
Vendor 399 - Avalon Petroleum Company									
017383	Diesel Fuel	Open		08/05/2016	08/19/2016	08/05/2016			3,240.60
456219	Regular Gasoline	Open		08/05/2016	08/19/2016	08/05/2016			8,366.50
			Vendor 399 - Avalon Petroleum Company Totals				Invoices	2	<u>\$11,607.10</u>
Vendor 4792 - Beverly Materials LLC									
210870	Washed Stone	Open		08/05/2016	08/19/2016	08/05/2016			74.69
			Vendor 4792 - Beverly Materials LLC Totals				Invoices	1	<u>\$74.69</u>



Accounts Payable Invoice Report 6 A. PD

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 529 - Biggers Chevrolet									
22229-1	Air Bag Sensor	Open		07/29/2016	08/19/2016	07/29/2016			125.00
22261-1	Steering Wheel	Open		07/29/2016	08/19/2016	07/29/2016			224.72
22328-1	Sill Plate	Open		07/29/2016	08/19/2016	07/29/2016			48.71
Vendor 529 - Biggers Chevrolet Totals						Invoices	3		\$398.43
Vendor 754 - Carquest Auto Parts									
2455-590874	Brake Cleaner & Clamp	Open		08/05/2016	08/19/2016	08/05/2016			49.84
2455-590876	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			21.00
2455-591129	Brake Line	Open		08/05/2016	08/19/2016	08/05/2016			24.35
2455-591187	Seat Repair Kit	Open		08/05/2016	08/19/2016	08/05/2016			18.39
2455-591243	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			8.61
2455-591325	Washer Fluid	Open		08/05/2016	08/19/2016	08/05/2016			14.28
2455-591410	Oxygen Sensor	Open		08/05/2016	08/19/2016	08/05/2016			31.01
2455-591412	PWR Inverter	Open		08/05/2016	08/19/2016	08/05/2016			23.74
2455-591698	Tire Valve Caps	Open		08/05/2016	08/19/2016	08/05/2016			31.00
2455-591951	Air Filter	Open		08/05/2016	08/19/2016	08/05/2016			36.75
2455-592024	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			10.64
2455-592055	Brake Fluid	Open		08/05/2016	08/19/2016	08/05/2016			6.89
2455-592078	Oil Filters & Insulator	Open		08/05/2016	08/19/2016	08/05/2016			18.08
2455-592079	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			5.32
2455-592166	Ignition Coil	Open		08/05/2016	08/19/2016	08/05/2016			50.83
2455-592168	Spark Plug	Open		08/05/2016	08/19/2016	08/05/2016			35.12
2455-592189	Cylinder	Open		08/05/2016	08/19/2016	08/05/2016			110.39
2455-592200	Air Conditioner Dye	Open		08/05/2016	08/19/2016	08/05/2016			113.99
2455-592222	Orange Paint	Open		08/05/2016	08/19/2016	08/05/2016			4.08
2455-592581	Fuel Filters and Plastic Weld	Open		08/05/2016	08/19/2016	08/05/2016			81.81
2455-592586	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			64.40
2455-592588	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			10.50
2455-592711	Misc. Supplies	Open		08/05/2016	08/19/2016	08/05/2016			104.76
2455-592862	Washer Fluid	Open		08/05/2016	08/19/2016	08/05/2016			14.28
2455-592916	Dual Fan Assembly	Open		08/05/2016	08/19/2016	08/05/2016			201.27
2455-593022	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			17.22
2455-593053	Oil Filter	Open		08/05/2016	08/19/2016	08/05/2016			5.11
2455-593106	Transmission Line	Open		08/05/2016	08/19/2016	08/05/2016			55.67
2455-593114	Brake Rotor & Pad	Open		08/05/2016	08/19/2016	08/05/2016			80.32
2455-593116	Wheel Weights	Open		08/05/2016	08/19/2016	08/05/2016			59.82
2455-593232	Transmission Line	Open		08/05/2016	08/19/2016	08/05/2016			21.31
2455-593452	Transmission Fluid	Open		08/05/2016	08/19/2016	08/05/2016			15.87
2455-593753	Transmission Line	Open		08/05/2016	08/19/2016	08/05/2016			(55.67)
Vendor 754 - Carquest Auto Parts Totals						Invoices	33		\$1,290.98



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Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4749 - Case Lots Inc									
013253	Floor Stripper	Open		08/08/2016	08/19/2016	08/08/2016			64.40
									\$64.40
Vendor 4749 - Case Lots Inc Totals Invoices 1									
Vendor 845 - Chicago Parts & Sound LLC									
774519	Brake & Rotor Assembly	Open		07/29/2016	08/19/2016	07/29/2016			182.38
									\$182.38
Vendor 845 - Chicago Parts & Sound LLC Totals Invoices 1									
Vendor 882 - Cintas #22									
022344494	Shirts for Veterans Committee Events	Open		08/04/2016	08/19/2016	08/04/2016			122.35
022338420	Uniforms	Open		08/05/2016	08/19/2016	08/05/2016			92.40
022341512	Uniform Rental	Open		08/05/2016	08/19/2016	08/05/2016			92.40
022344493	Uniform Rental	Open		08/05/2016	08/19/2016	08/05/2016			96.15
022347534	Uniform Rental	Open		08/05/2016	08/19/2016	08/05/2016			92.40
									\$495.70
Vendor 882 - Cintas #22 Totals Invoices 5									
Vendor 924 - Clauss Brothers Inc									
24899	Planting at seating nodes Ontarioville Rd.	Open		08/01/2016	08/19/2016	08/01/2016			4,104.95
									\$4,104.95
Vendor 924 - Clauss Brothers Inc Totals Invoices 1									
Vendor 5324 - ComSource Services Inc									
2016-167	Warning Lights for New Squad	Open		07/29/2016	08/19/2016	07/29/2016			1,910.40
									\$1,910.40
Vendor 5324 - ComSource Services Inc Totals Invoices 1									
Vendor 4774 - Continental Weather Service									
15446	weather forecasting	Open		08/04/2016	08/19/2016	08/04/2016			150.00
									\$150.00
Vendor 4774 - Continental Weather Service Totals Invoices 1									
Vendor 3788 - Emergent Safety Supply									
1902608878	Gas Monitor Sensor	Open		08/05/2016	08/19/2016	08/05/2016			216.58
									\$216.58
Vendor 3788 - Emergent Safety Supply Totals Invoices 1									
Vendor 1463 - Feeny Chrysler Jeep Dodge									
376213	Hose #188	Open		07/29/2016	08/19/2016	07/29/2016			136.50
376215	Antifreeze	Open		07/29/2016	08/19/2016	07/29/2016			19.27
									\$155.77
Vendor 1463 - Feeny Chrysler Jeep Dodge Totals Invoices 2									
Vendor 4794 - Fence Connection									
1878	emergency fence repair	Open		08/04/2016	08/19/2016	08/04/2016			760.00
									\$760.00
Vendor 4794 - Fence Connection Totals Invoices 1									



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Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4755 - Friendly Ford									
193108	Gasket & Spark Plug	Open		08/05/2016	08/19/2016	08/05/2016			34.47
193135	Switch Assembly	Open		08/05/2016	08/19/2016	08/05/2016			29.54
193142	Wheel Assembly	Open		08/05/2016	08/19/2016	08/05/2016			103.54
193158	Wheel Assembly	Open		08/05/2016	08/19/2016	08/05/2016			182.93
193235	Tube - Oil Cooler	Open		08/05/2016	08/19/2016	08/05/2016			12.73
193238	Misc. Auto Parts	Open		08/05/2016	08/19/2016	08/05/2016			33.73
193284	Air Conditioner Line	Open		08/05/2016	08/19/2016	08/05/2016			44.75
D07149	Body Corrosion Repair	Open		08/05/2016	08/19/2016	08/05/2016			539.40
Vendor 4755 - Friendly Ford Totals							Invoices	8	\$981.09
Vendor 4798 - Groot Industries Inc									
14294408	dump fees	Open		08/05/2016	08/19/2016	08/05/2016			350.48
Vendor 4798 - Groot Industries Inc Totals							Invoices	1	\$350.48
Vendor 1754 - H2O Auto Spa Inc									
June 2016	Car Washes	Open		08/05/2016	08/19/2016	08/05/2016			149.00
Vendor 1754 - H2O Auto Spa Inc Totals							Invoices	1	\$149.00
Vendor 4892 - Havey Communications Inc									
6611	Warning Lights #184	Open		07/29/2016	08/19/2016	07/29/2016			680.85
6621	New Computer Mount & Console for #184	Open		07/29/2016	08/19/2016	07/29/2016			1,080.65
6645	Computer Mount	Open		08/05/2016	08/19/2016	08/05/2016			352.10
Vendor 4892 - Havey Communications Inc Totals							Invoices	3	\$2,113.60
Vendor 1834 - HD Supply Waterworks LTD									
F836423	Water main repair parts	Open		08/05/2016	08/19/2016	08/05/2016			208.00
F879166	Repair clamps	Open		08/05/2016	08/19/2016	08/05/2016			774.46
F880118	Tapping tool replacement parts	Open		08/05/2016	08/19/2016	08/05/2016			144.70
Vendor 1834 - HD Supply Waterworks LTD Totals							Invoices	3	\$1,127.16
Vendor 2131 - Interstate Battery Systems Of Fox River Valley									
85023255	Battery for #125	Open		07/29/2016	08/19/2016	07/29/2016			86.95
Vendor 2131 - Interstate Battery Systems Of Fox River Valley Totals							Invoices	1	\$86.95
Vendor 4782 - Jake The Striper									
15604	Decal Package #5	Open		08/05/2016	08/19/2016	08/05/2016			835.00
15605	Decal Repair-#307	Open		08/05/2016	08/19/2016	08/05/2016			375.00
Vendor 4782 - Jake The Striper Totals							Invoices	2	\$1,210.00



Accounts Payable Invoice Report 6 A. PD

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 4799 - Kammes Auto & Truck Repair Inc									
120596	Safety Inspection	Open		07/29/2016	08/19/2016	07/29/2016			30.00
Vendor 4799 - Kammes Auto & Truck Repair Inc Totals									\$30.00
Vendor 2810 - Menards									
33736	Misc. Supplies	Open		07/29/2016	08/19/2016	07/29/2016			63.48
33757	Misc. Supplies	Open		07/29/2016	08/19/2016	07/29/2016			11.70
33865	Lumber	Open		07/29/2016	08/19/2016	07/29/2016			69.60
33967	Veg Killer Concentrate	Open		07/29/2016	08/19/2016	07/29/2016			60.83
33993	Weed Killer	Open		07/29/2016	08/19/2016	07/29/2016			97.46
34013	Hornet & Wasp Spray	Open		07/29/2016	08/19/2016	07/29/2016			13.65
29780	Refrigerator with ice maker	Open		08/08/2016	08/19/2016	08/08/2016			497.00
33980	Misc. Supplies	Open		08/08/2016	08/19/2016	08/08/2016			44.97
33981	Misc. Supplies	Open		08/08/2016	08/19/2016	08/08/2016			512.74
34016	Misc. Supplies	Open		08/08/2016	08/19/2016	08/08/2016			11.07
Vendor 2810 - Menards Totals									\$1,382.50
Vendor 5308 - Midwest Material Management									
MM-59700	dump fees from chips	Open		07/27/2016	08/19/2016	07/27/2016			755.25
Vendor 5308 - Midwest Material Management Totals									\$755.25
Vendor 2982 - Municipal Fleet Managers Association									
MFMA Mtg-9/13/16	General Motors Chevrolet Presentation	Open		08/08/2016	08/19/2016	08/08/2016			50.00
Vendor 2982 - Municipal Fleet Managers Association Totals									\$50.00
Vendor 3414 - Pinner Electric Inc									
27086	Monthly Routine Billing - July	Open		07/29/2016	08/19/2016	07/29/2016			350.00
Vendor 3414 - Pinner Electric Inc Totals									\$350.00
Vendor 4761 - Pomp's Tire Service Inc									
410392095	Police Squad Tires	Open		07/29/2016	08/19/2016	07/29/2016			480.92
410394370	Squad Tires	Open		08/05/2016	08/19/2016	08/05/2016			515.76
410394379	Squad Tires	Open		08/05/2016	08/19/2016	08/05/2016			225.54
Vendor 4761 - Pomp's Tire Service Inc Totals									\$1,222.22
Vendor 206 - Republic Services #933									
0551-012786454	Rate Adjustment - Astor Ave Apts 7/1/16 - 8/31/16	Open		08/08/2016	08/19/2016	08/08/2016			46.74
0551-012787960	Rate Adjustment 7/1/16-8/31/16 & Basic Service 8/1/16-8/31/16	Open		08/08/2016	08/19/2016	08/08/2016			1,473.40
Vendor 206 - Republic Services #933 Totals									\$1,520.14



Accounts Payable Invoice Report 6 A. PD

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 4846 - Rush Truck Center 3003269136	Sensor Kit #3022	Open		07/29/2016	08/19/2016	07/29/2016			186.38	
Vendor 4846 - Rush Truck Center Totals								Invoices	1	\$186.38
Vendor 5728 - Snap-On Equipment Inc ARV/29709927	Tire Machine Valve	Open		08/05/2016	08/19/2016	08/05/2016			147.65	
Vendor 5728 - Snap-On Equipment Inc Totals								Invoices	1	\$147.65
Vendor 4078 - Standard Equipment Co C15047	Water Fitting	Open		08/05/2016	08/19/2016	08/05/2016			319.57	
Vendor 4078 - Standard Equipment Co Totals								Invoices	1	\$319.57
Vendor 4833 - State Treasurer 50475	Various Traffic Signal Intersections - 8/1/16	Open		08/08/2016	08/19/2016	08/08/2016			4,777.50	
Vendor 4833 - State Treasurer Totals								Invoices	1	\$4,777.50
Vendor 4147 - Suburban Laboratories Inc 136460	Annual and Monthly IEPA Required Water Quality Monitoring	Open		08/05/2016	08/19/2016	08/05/2016			635.50	
136801	Annual and Monthly IEPA Required Water Quality Monitoring	Open		08/05/2016	08/19/2016	08/05/2016			104.00	
Vendor 4147 - Suburban Laboratories Inc Totals								Invoices	2	\$739.50
Vendor 4236 - Terminal Supply Co 38536-00	Misc. Supplies	Open		08/05/2016	08/19/2016	08/05/2016			270.57	
Vendor 4236 - Terminal Supply Co Totals								Invoices	1	\$270.57
Vendor 4311 - Trane US Inc 1197758X	"PTAC" Packaged Terminal Air Conditioner	Open		08/08/2016	08/19/2016	08/08/2016			578.00	
Vendor 4311 - Trane US Inc Totals								Invoices	1	\$578.00
Vendor 4859 - Water Resources Inc 30735	2" Compound water meter W / flange kit	Open		08/10/2016	08/19/2016	08/10/2016			1,570.00	
Vendor 4859 - Water Resources Inc Totals								Invoices	1	\$1,570.00
Vendor 4848 - Water Services Co 25004	Emergency Leak detection	Open		08/05/2016	08/19/2016	08/05/2016			315.00	
25007	Emergency Leak detection	Open		08/05/2016	08/19/2016	08/05/2016			415.00	



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount	
Vendor 4848 - Water Services Co										
25008	Emergency Leak detection	Open		08/05/2016	08/19/2016	08/05/2016			315.00	
			Vendor 4848 - Water Services Co Totals				Invoices	3	\$1,045.00	
	Sub-Department PW Admin.Check Request PW Administration,Check Request Totals							Invoices	105	\$43,364.87
	Department PW Admin - PW Administration Totals							Invoices	105	\$43,364.87
PW Admin PW Administration										
Department PW Fleet Svcs - PW Fleet Services										
Vendor 5080 - Currie Motors										
T2172	2016 Ford Taurus	Open		08/01/2016	08/19/2016	08/01/2016			28,658.00	
			Vendor 5080 - Currie Motors Totals					Invoices	1	\$28,658.00
	Department PW Fleet Svcs - PW Fleet Services Totals							Invoices	1	\$28,658.00
PW Fleet Svcs PW Fleet Services										
Department PW Forestry - PW Forestry										
Vendor 5217 - Arborworks LLC										
2859	emergency tree removals	Open		07/29/2016	08/19/2016	07/29/2016			2,879.00	
			Vendor 5217 - Arborworks LLC Totals					Invoices	1	\$2,879.00
Vendor 5167 - Classic Landscape Ltd										
106188	monthly mowing contracts	Open		08/01/2016	08/19/2016	08/01/2016			3,873.75	
106189	monthly mowing contracts	Open		08/01/2016	08/19/2016	08/01/2016			4,143.75	
			Vendor 5167 - Classic Landscape Ltd Totals					Invoices	2	\$8,017.50
Vendor 924 - Clauss Brothers Inc										
24867	monthly mowing contracts	Open		08/01/2016	08/19/2016	08/01/2016			3,917.50	
			Vendor 924 - Clauss Brothers Inc Totals					Invoices	1	\$3,917.50
Vendor 3872 - Sebert Landscaping										
134782	monthly mowing contracts	Open		08/01/2016	08/19/2016	08/01/2016			2,375.00	
			Vendor 3872 - Sebert Landscaping Totals					Invoices	1	\$2,375.00
	Department PW Forestry - PW Forestry Totals							Invoices	5	\$17,189.00
PW Forestry PW Forestry										
Department PW Streets - PW Streets										
Vendor 4862 - Plote Construction Inc										
201736	asphalt dump fee	Open		08/05/2016	08/19/2016	08/05/2016			35.00	
			Vendor 4862 - Plote Construction Inc Totals					Invoices	1	\$35.00
	Department PW Streets - PW Streets Totals							Invoices	1	\$35.00



Accounts Payable Invoice Report 6-A-10

Invoice Due Date Range 08/05/16 - 08/19/16
 Report By Department - Vendor - Invoice
 Summary Listing

PW Streets PW Streets

Department	Sewage Trtmnt - Sewage Treatment							
Vendor	4147 - Suburban Laboratories Inc							
136622	3rd quarter sludge testing 503	Open	07/27/2016	08/19/2016	07/27/2016		629.00	
		Vendor	4147 - Suburban Laboratories Inc Totals			Invoices	1	<u>629.00</u>
		Department	Sewage Trtmnt - Sewage Treatment Totals			Invoices	1	<u>629.00</u>

Sewage Trtmnt Sewage Treatment

Department	Village Manager - Village Manager							
Sub-Department	Village Manager.Check Request Village Manager,Check Request							
Vendor	4391 - United States Conference of Mayors							
33719	Membership Dues	Open	07/29/2016	08/19/2016	07/29/2016		3,489.00	
		Vendor	4391 - United States Conference of Mayors Totals			Invoices	1	<u>3,489.00</u>
		Vendor	4543 - Warehouse Direct					
3129717-0	Office Supplies	Open	07/29/2016	08/19/2016	07/29/2016		18.37	
3137400-0	Office Supplies	Open	07/29/2016	08/19/2016	07/29/2016		66.94	
		Vendor	4543 - Warehouse Direct Totals			Invoices	2	<u>85.31</u>
		Sub-Department	Village Manager.Check Request Village Manager,Check Request Totals			Invoices	3	<u>3,574.31</u>
		Department	Village Manager - Village Manager Totals			Invoices	3	<u>3,574.31</u>

Village Manager Village Manager

Department	Water Maint - Water Maintenance							
Vendor	2404 - Koz Trucking Inc							
8459	Gravel	Open	08/05/2016	08/19/2016	08/05/2016		2,004.38	
		Vendor	2404 - Koz Trucking Inc Totals			Invoices	1	<u>2,004.38</u>
		Vendor	4772 - RJN Group Inc					
842016	Engineering Services 2016 Flow monitoring	Open	08/08/2016	08/19/2016	08/08/2016		16,600.00	
		Vendor	4772 - RJN Group Inc Totals			Invoices	1	<u>16,600.00</u>
		Department	Water Maint - Water Maintenance Totals			Invoices	2	<u>18,604.38</u>

Water Maint Water Maintenance

			Grand Totals			Invoices	241	<u>\$259,508.31</u>



Paid In Advance

Payment Date Range 07/19/16 - 08/11/16

Report By Vendor - Invoice
Summary Listing

Invoice Number	Invoice Description	Status	Held Reason	Invoice Date	Due Date	G/L Date	Received Date	Payment Date	Invoice Net Amount
Vendor 134 - AFLAC Premium Holding									
2016-00000400	AFLAC Deductions - July 2016	Paid by Check #6782		08/01/2016	08/01/2016	08/01/2016		08/09/2016	3,687.35
			Vendor 134 - AFLAC Premium Holding Totals					1	<u>\$3,687.35</u>
Vendor 1470 - Fidelity Security Life Ins/Eye Med									
2016-00000401	Vision Insurance Deductions - July	Paid by Check #6783		08/01/2016	08/01/2016	08/01/2016		08/09/2016	1,628.47
			Vendor 1470 - Fidelity Security Life Ins/Eye Med Totals					1	<u>\$1,628.47</u>
Vendor 1494 - First Eagle Bank									
2016augserviceaw	2016 august service awards	Paid by Check #40150		07/25/2016	07/25/2016	07/25/2016		07/29/2016	203.00
			Vendor 1494 - First Eagle Bank Totals					1	<u>\$203.00</u>
Vendor 1796 - Hanover Park Prof FF Local 3452									
2016-00000402	IAFF Union Dues - July 2016	Paid by Check #6784		08/01/2016	08/01/2016	08/01/2016		08/09/2016	1,873.80
			Vendor 1796 - Hanover Park Prof FF Local 3452 Totals					1	<u>\$1,873.80</u>
Vendor 4777 - Illinois Department Of Revenue									
2016-00000394	State W/H Tax - July 29, 2016	Paid by EFT #27339		08/01/2016	08/01/2016	08/01/2016		08/01/2016	24,840.92
			Vendor 4777 - Illinois Department Of Revenue Totals					1	<u>\$24,840.92</u>
Vendor 4818 - Illinois Funds - Fire Pension Fund									
2016-00000395	Fire Pension W/H - July 29, 2016	Paid by EFT #27340		08/01/2016	08/01/2016	08/01/2016		08/01/2016	11,083.14
			Vendor 4818 - Illinois Funds - Fire Pension Fund Totals					1	<u>\$11,083.14</u>
Vendor 4817 - Illinois Funds - Police Pension Fund									
2016-00000396	Police Pension W/H - July 29, 2016	Paid by EFT #27341		08/01/2016	08/01/2016	08/01/2016		08/01/2016	19,255.74
			Vendor 4817 - Illinois Funds - Police Pension Fund Totals					1	<u>\$19,255.74</u>
Vendor 5087 - Illinois Office of the Attorney General									
Franklin2016	Sex Offender Fee-Franklin	Paid by Check #40336		07/28/2016	07/28/2016	07/28/2016		08/11/2016	30.00
Taveras2016	Sex Offender Fee-Taveras	Paid by Check #40335		07/28/2016	07/28/2016	07/28/2016		08/11/2016	30.00



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Report By Vendor - Invoice
Summary Listing

Villafuerte2016	Sex Offender Fee-Villafuerte	Paid by Check #40337	07/28/2016	07/28/2016	07/28/2016	08/11/2016	30.00
		Vendor 5087 - Illinois Office of the Attorney General Totals				Invoices 3	<u>\$90.00</u>
Vendor 5086 - Illinois State Police							
Franklin2016	Sex Offender Fee-Franklin	Paid by Check #40339	07/28/2016	07/28/2016	07/28/2016	08/11/2016	30.00
Taveras2016	Sex Offender Fee-Taveras	Paid by Check #40338	07/28/2016	07/28/2016	07/28/2016	08/11/2016	30.00
Villafuerte2016	Sex Offender Fee-Villafuerte	Paid by Check #40340	07/28/2016	07/28/2016	07/28/2016	08/11/2016	30.00
		Vendor 5086 - Illinois State Police Totals				Invoices 3	<u>\$90.00</u>
Vendor 4741 - Internal Revenue Service							
2016-00000397	Federal W/H Tax - July 29, 2016	Paid by EFT #27342	08/01/2016	08/01/2016	08/01/2016	08/01/2016	195,313.83
		Vendor 4741 - Internal Revenue Service Totals				Invoices 1	<u>\$195,313.83</u>
Vendor 4744 - Metropolitan Alliance of Police							
2016-00000404	MAP Union Dues - July 2016	Paid by Check #6785	08/01/2016	08/01/2016	08/01/2016	08/09/2016	2,465.00
		Vendor 4744 - Metropolitan Alliance of Police Totals				Invoices 1	<u>\$2,465.00</u>
Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO							
2016-00000406	SEIU Union Dues - July 2016	Paid by Check #6786	08/01/2016	08/01/2016	08/01/2016	08/09/2016	242.80
		Vendor 3774 - S.E.I.U. Local No. 73 AFL-CIO Totals				Invoices 1	<u>\$242.80</u>
Vendor 3873 - Secretary of State							
Aug 2016	Plate Renewal	Paid by Check #40341	08/08/2016	08/08/2016	08/08/2016	08/11/2016	101.00
		Vendor 3873 - Secretary of State Totals				Invoices 1	<u>\$101.00</u>
Vendor 4742 - State Disbursement Fund							
2016-00000398	PR Maint. - July 29, 2016	Paid by EFT #27343	08/01/2016	08/01/2016	08/01/2016	08/01/2016	2,159.07
		Vendor 4742 - State Disbursement Fund Totals				Invoices 1	<u>\$2,159.07</u>
Vendor 4223 - Teamsters Local Union 700							
2016-00000408	Teamsters Union Dues - July 2016	Paid by Check #6787	08/01/2016	08/01/2016	08/01/2016	08/09/2016	2,230.00
		Vendor 4223 - Teamsters Local Union 700 Totals				Invoices 1	<u>\$2,230.00</u>



Vendor 5085 - Treasurer of the State of Illinois									
Franklin2016	Sex Offender Fee-Franklin	Paid by Check #40343	07/28/2016	07/28/2016	07/28/2016	08/11/2016	5.00		
Taveras2016	Sex Offender Fee-Taveras	Paid by Check #40342	07/28/2016	07/28/2016	07/28/2016	08/11/2016	5.00		
Villafuerte2016	Sex Offender Fee-Villafuerte	Paid by Check #40344	07/28/2016	07/28/2016	07/28/2016	08/11/2016	5.00		
Vendor 5085 - Treasurer of the State of Illinois Totals						Invoices	3	<hr/>	\$15.00
Vendor 4360 - U.S. Postal Service Caps Service									
22486-7/27/16	Postage-Water Bills	Paid by EFT #2332	07/27/2016	07/27/2016	07/27/2016	07/27/2016	391.57		
22486-8/3/16	Postage-Water Bills	Paid by EFT #2333	08/03/2016	08/03/2016	08/03/2016	08/03/2016	2,085.11		
Vendor 4360 - U.S. Postal Service Caps Service Totals						Invoices	2	<hr/>	\$2,476.68
Vendor 4819 - Vantagepoint Transfer Agents-301208									
2016-00000399	ICMA Contributions - July 29, 2016	Paid by EFT #27344	08/01/2016	08/01/2016	08/01/2016	08/01/2016	32,098.40		
Vendor 4819 - Vantagepoint Transfer Agents-301208 Totals						Invoices	1	<hr/>	\$32,098.40
Vendor 4473 - Village of Hanover Park Petty Cash									
2016CarShowPrize	Cash Prizes-2016 Car Show	Paid by Check #40151	07/25/2016	07/25/2016	07/25/2016	07/29/2016	300.00		
6/16-27	Parking Fee-MS Surface Demo	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	13.00		
6/16-28	6/16 Mileage-Dubiel	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	25.65		
6/16-29	Office Supplies	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	28.97		
6/16-30	Gratuity-Food Delivery	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	15.00		
6/16-31	Meal Expense-Gonzalez	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	36.23		
6/16-32	Meal Expense-Smith	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	29.51		
6/16-33	Fuel Purchase-Honor Guard	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	26.44		
6/16-34	Parking Expense-Miranda	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	29.00		
6/16-35	Parking Expense-Cortese	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	37.00		
6/16-36	Court Mileage-Riedel	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	38.88		
6/16-37	Baggage Fee-ICSC	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	50.00		
6/16-38	Cab Fare,Uber-ICSC	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	46.01		
7/16-1	Trustee Porter Transportation	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	65.07		
7/16-10	Court Mileage-Gniewosz	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	38.88		
7/16-11	Court Mileage-Riedel	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	38.88		
7/16-12	Court Mileage-Riedel	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	38.88		
7/16-2	Retirement Cake	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	19.32		
7/16-3	Training Prop	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	48.87		
7/16-4	Training Prop	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	18.38		



Paid In Advance

Payment Date Range 07/19/16 - 08/11/16

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7/16-5	Meeting Fee-Johnson	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	25.00	
7/16-6	Meeting Fee-Menough	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	25.00	
7/16-7	Meal Expense-Wiebe	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	26.40	
7/16-8	Meal Expense-Sherrill	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	7.24	
7/16-9	Court Mileage-Riedel	Paid by Check #40152	07/29/2016	07/29/2016	07/29/2016	08/01/2016	38.88	
Scholarship2016	2016 Scholarships-Ghana	Paid by Check #40345	08/01/2016	08/01/2016	08/01/2016	08/11/2016	1,520.00	
		Vendor 4473 - Village of Hanover Park Petty Cash Totals				Invoices	26	<u>\$2,586.49</u>
		Grand Totals				Invoices	51	<u><u>\$302,440.69</u></u>

**Village of Hanover Park****AGENDA MEMORANDUM**

TO: Village President and Board of Trustees

FROM: Juliana Maller, Village Manager

SUBJECT: Executive Session

MEETING DATE: August 18, 2016 – Executive Session

Executive Summary

An Executive Session has been scheduled for August 18, 2016.

Discussion

The Executive Session will take place following the regular Village Board meeting. The following items will be discussed:

- Section 2(c)(11) – Probable Litigation

Recommended Action

Motion to move to Executive Session.