

**Village of Hoffman Estates**

**PUBLIC WORKS & UTILITIES COMMITTEE  
MEETING MINUTES**

**October 24, 2016**

**I. Roll call**

**Members in Attendance:**

**Trustee Anna Newell, Chairperson  
Trustee Michael Gaeta, Vice Chairperson  
Trustee Karen Mills  
Trustee Gary Stanton  
Trustee Gayle Vandenberg  
Trustee Gary Pilafas  
Mayor William McLeod**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Dan O'Malley, Deputy Village Manager  
Alan Wenderski, Dir. Of Engineering  
Jeff Jorian, Fire Chief  
Arthur Janura, Corporation Counsel  
Greg Schuldt, Deputy Fire Chief  
Ted Bos, Police Chief  
Audra Marks, Assistant Director HHS  
Joe Nebel, Director of Public Works  
Rachel Musiala, Finance Director  
Ashley Monroe, Asst. To the Village Manager  
Darek Raszka, IS Specialist  
Patti Cross, Assistant Corp. Counsel  
Ben Gibbs, Sears Centre Arena GM**

The Public Works & Utilities Committee meeting was called to order at 7:28 p.m.

**II. Approval of Minutes**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the minutes of the Public Works & Utilities Committee meeting of September 26, 2016. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

**1. Discussion regarding 2016-2017 Snow/Ice Control Policy and Procedure Manual.**

An item summary sheet from Joe Nebel and Kelly Kerr was presented to Committee.

Mr. Nebel provided background on the development of the manual.

Motion by Trustee Mills, seconded by Trustee Pilafas, to accept the 2016-2017 Snow/Ice Control Policy and Procedure Manual. Voice vote taken. All ayes. Motion carried.

- 2. To provide an update on the Police facility Uninterruptable Power Supply (UPS) emergency purchase and installation, and request approval to declare the damaged UPS surplus and dispose of equipment.**

An item summary sheet from Joe Nebel and Paul Petrenko was presented to Committee.

Mr. Nebel confirmed the system was hit by lightning. Adjustments have been made to avoid this issue in the future.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to declare the damaged UPS surplus and dispose of equipment. Voice vote taken. All ayes. Motion carried.

- 3. Request authorization to award contract for State of Illinois joint purchase of 2016-2017 winter road salt to Cargill Incorporated Salt Division, North Olmstead, OH, at a unit price of \$65.08 per ton, in an amount not to exceed \$273, 336.**

An item summary sheet from Joe Nebel and Kelly Kerr was presented to Committee.

Trustee Stanton commented on the increasing salt prices. Mr. Nebel provided information about the Village's inclusion in the State contract which protects the prices.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to award contract for State of Illinois joint purchase of 2016-2017 winter road salt to Cargill Incorporated Salt Division, North Olmstead, OH, at a unit price of \$65.08 per ton, in an amount not to exceed \$273, 336. Voice vote taken. All ayes. Motion carried.

- 4. Request acceptance of the Department of Public Works Monthly Report.**

The Department of Public Works Monthly report was presented to committee.

Trustee Newell provided positive comments on the format of report.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

- 5. Request acceptance of the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division.**

The Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 7:35 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Jennifer Djordjevic, Director of Operations &  
Outreach / Office of the Mayor and Board

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Date