

**Village of Hoffman Estates**

**PUBLIC WORKS & UTILITIES COMMITTEE  
MEETING MINUTES**

**August 21, 2017**

**I. Roll call**

**Members in Attendance:**

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

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Arthur Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Alan Wenderski, Dir. Of Engineering  
Mark Koplun, Asst. Village Mgr., Dev. Services  
Bruce Anderson, CATV Coordinator  
Patrick Seger, Director of HRM  
Fred Besenhoffer, Director of IS  
Joe Nebel, Director of Public Works  
Jeff Jorian, Fire Chief  
Ted Bos, Police Chief  
Greg Poulos, Asst. Police Chief  
Peter Gugliotta, Director of Planning  
Rachel Musiala, Director of Finance  
Monica Saavedra, Director of HHS  
Bev Romanoff, Village Clerk  
Suzanne Ostrovsky, Asst. to Village Manager**

The Public Works & Utilities Committee meeting was called to order at 7:12 p.m.

**II. Approval of Minutes – July 17, 2017,  
Special August 7, 2017**

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve the minutes of the Public Works & Utilities Committee meeting of July 17, 2017. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve the minutes of the Special Public Works & Utilities Committee meeting of August 7, 2017. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

**1. Request authorization to award contract for 2017 Contracted Brush/Branch Pickup Program to Trees “R” Us, Inc., Wauconda, IL, in an amount not to exceed \$30,000.**

An item summary sheet by Joseph Nebel and Nick Lackowski was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Mills, to award contract for 2017 Contracted Brush/Branch Pickup Program to Trees “R” Us, Inc., Wauconda, IL, in an amount not to exceed \$30,000. Voice vote taken. All ayes. Motion carried.

**2. Request authorization to award contract for 2017 Valve Assessment Program with concurrent leak survey to ME Simpson Co., Valparaiso, IN (sole qualified proposal), in an amount not to exceed \$44,400.**

An item summary sheet by Joseph Nebel and Haileng Xiao was presented to committee.

Trustee Stanton inquired about the number of bids the department received. Mr. Nebel indicated only one bid was received.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to award contract for 2017 Valve Assessment Program with concurrent leak survey to ME Simpson Co., Valparaiso, IN (sole qualified proposal), in an amount not to exceed \$44,400. Voice vote taken. All ayes. Motion carried.

**3. Request acceptance of the Department of Public Works Monthly Report.**

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

Mr. Nebel provided an update on the recycling event.

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

**4. 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 Arnet, 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 Stanton, to adjourn the meeting at 7:17 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

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Date