

**PUBLIC WORKS COMMITTEE MEETING
MONDAY, JUNE 2, 2025 – 3:45 P.M.
WATER PLANT
MINUTES**

I. ROLL CALL/CALL TO ORDER

Chairman Ted Notz called the meeting to order at 3:45 P.M. Aldermen Richard Walther and Nancy Novit were in attendance.

Staff attending the meeting included Mike Thomas, Director of Public Works; Dan Martin, Superintendent of Public Works; Chuck Myer, Superintendent of Parks & Forestry; Corey Wierema, Forestry Supervisor; Matt Brugioni, Streets Supervisor; Brian Pogachnik, Sanitation Supervisor, and Jim Lockefer, Assistant Director of Public Works.

II. NEW BUSINESS / ACTION ITEMS

1. APPROVAL OF THE MAY 19, 2025, PUBLIC WORKS COMMITTEE MEETING MINUTES

Alderman Walther moved to approve the May 19, 2025, Public Works Committee meeting minutes. Alderman Novit seconded the motion, which carried unanimously.

2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL APPROVAL OF A BID FOR THE RECREATION CENTER HVAC ROOFTOP UNIT REPLACEMENT PROJECT – JIM LOCKEFEEER


Assistant Director Lockefer reviewed the below presentation slide on the topic.

RECREATION CENTER ROOFTOP HVAC UNIT REPLACEMENTS

- Recreation Center has 20 rooftop HVAC units that are key components of the facility's cooling and heating systems
- Two existing units are at the end of their estimated useful life; range from 15 – 20 years old
- FY25 CIP Budget - \$50,000
- Public bid process; six bids received
- Bid contained an alternate for an additional replacement of rooftop condenser

Firm	Bid \$	Alternate \$
Cahill Heating	\$26,650	\$8,800
Premistar	\$31,823	--
FabTech Waste Water Solutions	\$42,000	--
Pro Temp of Illinois	\$44,000	--
Amber Mechanical Contractors	\$64,400	\$38,750
MG Mechanical Contracting	\$73,000	\$45,000

- Cahill has completed favorable HVAC work for the City to include four Recreation Center RTUs last summer
- If approved by City Council, work will potentially occur later this summer/upcoming fall
- **Action Requested: PW Committee Recommends City Council Award of bid to Cahill for Recreation Center Rooftop HVAC Unit Replacements Project in the Amount of \$34,450, to include a 10% Contingency in the amount of \$3,500 for a Total Cost of \$38,950**



The Committee and City staff discussed the location of the alternate work associated with the rooftop condenser and future building capital replacement considerations for the Recreation Center.


Alderman Novit moved to recommend to City Council Award of bid to o Cahill for Recreation Center Rooftop HVAC Unit Replacements Project in the Amount of \$34,450, to Include a 10% Contingency in the amount of \$3,500 for a Total Cost of \$38,950. Alderman Walther seconded the motion, which carried unanimously.

3. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL APPROVAL OF A BID EXTENSION FOR THE ANNUAL HVAC MAINTENANCE AGREEMENT – JIM LOCKEFEER
Assistant Director Lockfeer reviewed the below presentation slides on the topic.

HVAC MAINTENANCE CONTRACT BID EXTENSION

- Building Maintenance operating budget funds HVAC maintenance services
- Preventative Maintenance Program for approximately 415 pieces of HVAC equipment at 22 City facilities
 - Equipment serviced includes furnaces, boilers, chillers, pumps, air handlers, condensers, cooling towers and exhaust fans
 - Regular maintenance extends equipment life ensuring its reliability and reduces operating costs
- Current two-year contract with MK Industries has ended; option for three, one-year additional agreements based on performance and cost
- FY25 pricing: \$60,420
- Proposed FY26 pricing: \$63,855
 - Includes additional/new equipment at Deerpath Park & Elawa
- MK Industries has significant applicable references and has completed positive past HVAC work for the City

Action requested: PW Committee Recommends City Council Award of Bid Extension for the HVAC Preventative Maintenance Contract to MK Industries Inc., in the Amount of \$63,855



The Committee and City staff discussed the extension contract language.

Alderman Walther moved to recommend to City Council award of bid extension for the HVAC Preventative Maintenance Contract to MK Industries Inc., in the amount of \$63,855. Alderman Novit seconded the motion, which carried unanimously.

4. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL APPROVAL OF AN AGREEMENT FOR RECYCLING PROCESSING SERVICES – DAN MARTIN
Superintendent Martin reviewed the below presentation slides on the topic.

RECYCLING MATERIALS PROCESSING AGREEMENT - BACKGROUND

- Recyclable materials collected curbside are transported to a regional Material Recovery Facility (MRF), where they are mechanically and manually sorted, compacted into bales, and sold as raw commodities for reuse in new products
- Over the past three-years, the City has collected an average of 2,436 tons of recyclable materials curbside each year; all of which are transported to a MRF for processing
- Since 2008, Resource Management in Chicago Ridge, LLC has served as the City's recycling processor; however, in March 2025, they issued notice to terminate the agreement effective July 6, 2025, as they plan to exit the single-stream recycling business and pursue other ventures
- The City contacted Lakeshore Recycling and Groot Industries—two competitive service providers in Lake County—to request proposals for recycling processing; both operate nearby facilities suitable for direct hauling and trailer transport



RECYCLING MATERIALS PROCESSING AGREEMENT - COST PER TON

- Index Market Prices for recyclable materials are provided by independent sources like RecyclingMarkets.net, and bi-annual audits are conducted on materials collected from the City to determine composition percentages
- Recycling Processing Fee include fixed costs—such as sorting operations, labor, utilities, and transportation—as well as variable costs tied to the market value of recyclable commodities (e.g., aluminum, glass, mixed paper, plastics)
- Index Market Pricing – Recycling Processing Fee = Net Cost Per Ton

Firm	Index Market Pricing (Example)	Recycling Processing Fee	Net Cost Per Ton
Lakeshore Recycling Systems	\$50	\$84	(\$34)
Groot Industries	\$50	\$90	(\$40)

RECYCLING MATERIALS PROCESSING AGREEMENT - RECOMMENDATION

- Requesting an annual allocation of \$130,000 for Net Cost Per Ton
- For the past several months, the City has been direct-hauling to the nearby LRS – Northbrook MRF under an arrangement with Resource Management, allowing for City to observe how efficient and timely recycling drop-offs
- **Action Requested: PW Committee Recommends City Council to Waive the Public Bid Process and Award the Five-Year Contract for Recycling Material Processing Services to Lakeshore Recycling Systems for a Total Cost of \$650,000**



The Committee and City staff discussed the cost per ton to dispose of refuse versus recycling materials, anticipated operational budget savings, changes to Sanitation Section operations in accommodating the new agreement, the LRS Northbrook processing facility, and impacts to recycling commodity pricing.

Alderman Walther moved to recommend to City Council to Waive the Public Bid Process and Award the Five-Year Contract for Recycling Material Processing Services to Lakeshore Recycling Systems for a Total Cost of \$650,000. Alderman Novit seconded the motion, which carried unanimously.

III. CIP PROJECT SUMMARY CHART

The Committee and City staff discussed the below presentation slides.

FY25 CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Waukegan & Everett Intersection (Land Acquisition)	Road	5%	2024	City selected for STP-Shared grant for land-acquisition on 12/1/23, coordination is ongoing.
Waukegan & Westleigh Intersection (Land Acquisition)	Road	75%	2024	ROW documents provided to both City and School District; coordination and approval process underway. Presented to City Council on 8/5.
Westleigh Resurfacing (41-Western) Phase I Design	Road	60%	TBD	CC approved on 7/15/24. Actual road construction was not awarded grant funding but placed on contingency list.
Deerpath Intersection Traffic Light/Crossing Improvements	Road / Sidewalk	0%	TBD	Recently received one bid over budget. Staff initiated discussions with Deerpath Streetscape electric contractor.
CBD Infrastructure Improvements Evaluation	Streetscape	98%	November 2024	Second staff coordination meeting with engineering firm occurred on April 9 & May 23, 2024; staff has received draft final report; Engineering to review report and provide final comments to consultant.
McLennon-Reed Bridge Repairs – Design	Bridge	99%	Winter 2024	Construction schedule has been changed in order to be timed concurrently with Lake Woodbine.
McLennon-Reed Bridge Repairs – Construction	Bridge	0%	Winter 2026 – Fall 2026	Construction schedule has been changed in order to be timed concurrently with Lake Woodbine.
Lake-Woodbine Bridge Reconstruction – Construction	Bridge	0%	Winter 2026 – Fall 2026	City Staff received announcement from IDOT of additional grant funding. Staff will present to CC on 6/16/25.
Ringwood Bridge Replacement Phase I Design	Bridge	15%	2024 – 2025	City Council approved agreement w/ engineering firm to begin Phase I at their December 2nd meeting
ADA Transition Plan	Facilities / Right of Way / Parks	85%	June	Facility visits completed. First draft of plan in completed. Staff is working with consulting firm to finalize plan.

Highlighted areas represents the project was updated since the May 19, 2025, PW Committee meeting

FY25 CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Gorton Community Center Patio & Drop in Center	Facility	5%	Late Summer / Fall 2025	4/7/25 CC reviewed and approved. Working with contractor and Gorton staff on schedule.
West Park: Tennis Court Construction	Parks	95%	March – June 2025	CC approved on 11/18/24. Asphalt complete, surface coating underway.
Northcroft Park: Handball Courts Installation	Parks	0%	Fall 2025	Design is complete. Project re-bid with a bid opening on June 11.
Cemetery Ravine Restoration – Design	Ravine	90%	May – Spring 2025	Design progressing.
Walden Ravine Bed Restoration – Design	Ravine	80%	May – Summer 2025	Design progressing.
Seminary Ravine Improvements Construction	Ravine	0%	TBD	City obtaining approximately \$1 million in federal grant funding. Project construction schedule is subject to EPA grant administering timeline. Staff is working with design consultant on grant materials.
Ahwahnee Road & Lane Storm Sewer Upgrade Construction	Storm Sewer	80%	January 2025 – June 2025	Sewer work on Ahwahnee Road and Ahwahnee Lane is complete with curb removal beginning week of June 2 nd (end of week).
Scott-Wisconsin and Griffith-Woodland Storm Sewer Improvement Design	Storm Sewer	75%	May – September	Design progressing.

Highlighted projects represents the project was updated since the May 19, 2025, PW Committee meeting

FY25 CIP PROJECT SUMMARY CHART – WATER FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Water Meter Replacement Purchase & Installation	Water	15%	FY25-FY29	PWC approved on 10/21 and CC approved on 11/4 for meter equipment, installation and project management. Antenna installations have begun.
Watermain Replacements (Field/Spring) & Valve Repairs	Water	99%	Summer 2025	PWC reviewed on 5/6/24 and CC bid approval on 5/20/24. Field Court and Spring Lane construction is complete. Transmission main valve at 41 & Gage complete.

Highlighted projects represents the project was updated since the May 19, 2025, PW Committee meeting

FY26 CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Annual Pavement Resurfacing & Patching Program	Road	60%	June – October	Work began week of May 5 with all curb work (initial phase) complete. Pavement grinding starts June 2 nd .
Crack Sealing Program	Road	0%	July	Expected to begin in July.
Concrete Streets Repair	Road	5%	Summer 2025	PWC to review 3/17/25; seek CC approval 4/7/25. Work tentatively begins in June.
Annual Longline Striping Program	Road	0%	Fall 2025	CC approved 4/21/25
Waukegan & Westleigh Intersection Improvements - Construction Engineering	Road	0%	Summer 2027	PWC to review 12/1/25; seek CC approval 1/19/26
Concrete Sidewalk/Curb Replacement	Road / Sidewalk	5%	Summer 2025	PWC to review 3/17/25; seek CC approval 4/7/25. Work tentatively begins in June.
Whispering Oaks Sidewalk Connections	Sidewalk	5%	June – July	Contract has been awarded by IDOT. Work to start week of June 9 and completed in early July.
Deerpath Streetscape – Construction	Streetscape	25%	January – October	The road is now fully closed between Oakwood and Western. Streetscape Improvement work is now focusing on irrigation, electric, and storm sewer catch-basins. Extensive communication and business outreach efforts continue.
Bank Lane Streetscape Improvements – Design	Streetscape	100%	January – April	Design complete and bids received. PWC to review construction bids 5/5/25; seek CC approval 5/19/25. Construction to begin June 9.
McClory Bike Path Resurfacing (Westleigh to Ryan)	Bike Path	5%	July – August	PWC reviewed 3/17/25; CC approved 5/5/25. Construction to begin early August and to be completed prior to the beginning of the school year.
Walden East Bridge Repairs Design	Bridge	0%	June – April 2026	Revised RFP has been issued and proposal are being reviewed.

Highlighted areas represents the project was updated since the May 19, 2025, PW Committee meeting

FY26 CIP PROJECT SUMMARY CHART – CAPITAL FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Rec Center HVAC RTU Replacements	Facility	0%	Summer 2025	PWC to review 6/2/25; seek CC approval 6/16/25
Senior Center Air Condenser Replacement	Facility	0%	Fall 2025 / Winter 2026	Design progressing. Construction bids: PWC to review 7/21/25; seek CC approval 8/4/25
Waveland Park Picnic Shelter Renovation – Construction	Park / Facility	0%	Late Summer – Fall 2025	Construction bid PWC review 7/21/25; CC bid approval 8/4/25
South Park: Tennis/Basketball Surface Maintenance	Parks	0%	July	CC approved 5/5/25, tentative start at end of June
Forest Park: Playground Equipment Replacement	Parks	0%	September – October	Park Board approved 3/18/25; CC approved 4/7/25, Sept. start
Annual Storm Sewer Lining Program	Storm Sewer	0%	August	PWC to review 5/5/25; seek CC approval 5/19/25
Storm Sewer Design Cherokee: Grandview-Forest Hill	Storm Sewer	10%	May – October	PWC reviewed 4/7/25; CC approved 5/5/25. Construction budgeted with FY27 funding
Griffith Woodland Storm Sewer Construction	Storm Sewer	0%	Spring / Summer 2026	PWC and CC to review March/April 2026

Highlighted areas represents the project was updated since the May 19, 2025, PW Committee meeting

FY26 CIP PROJECT SUMMARY CHART – WATER FUND

Project	Asset Category	% Complete	Project Timeline	Notes
Water Meter Replacement Purchase & Installation	Water	5%	FY25-FY29	PWC approved on 10/21 and CC approved on 11/4 for meter equipment, installation and project management. Communication equipment expected to be installed early summer.
Green Bay Watermain Replacement Design (Linden-Greenwood)	Water	10%	February – September	PWC reviewed on 2/3/25 and CC approved proposal 2/18/25. Design work is now underway.
Basswood Watermain Replacement Design (Blackthorn-Westleigh)	Water	10%	February – September	PWC reviewed on 2/3/25 and CC approved proposal 2/18/25. Design work is now underway.
Water Plant AHU Coil Replacements	Water	5%	Summer 2025	PWC to review 5/19/25; seek CC approval 6/2/25.
Elevated Tank Generator Replacement	Water	10%	Summer 2025	PWC reviewed on 5/5/25; seek CC approval 6/2/25.
Ahwahnee Ln Watermain Replacement (S. of Deerpath)	Water	40%	Summer 2025	PWC reviewed 3/17/25; CC approved 4/7/25. Work began week of May 26th.
Valve Repairs	Water	90%	Summer 2025	PWC reviewed 3/17/25; CC approved 4/7/25. This work is substantially complete.
Elevated Tank Painting	Water	10%	September – October	PWC reviewed 5/19/25; seek CC approval 6/2/25.
Annual Sanitary Sewer Lining Program	Sanitary	0%	August	PWC to review 5/5/25; seek CC approval 5/19/25.
Manhole Lining and I&I Repairs	Sanitary	50%	Summer – Fall 2025	PWC reviewed on 2/3/25 and CC approved bid 2/18/25. Cleaning, televising, and lining of sewers complete, with manhole lining in early July.

Highlighted areas represents the project was updated since the May 19, 2025, PW Committee meeting

IV. PUBLIC COMMENT

There was no Public Comment.

V. NEXT MEETING – TBD

Director Thomas explained that he would look to coordinate the next meeting date via email.

VI. ADJOURNMENT

Alderman Novit moved to adjourn the meeting of the Public Works Committee at 4:31 P.M. Alderman Walther seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockfeer Jr.
Assistant Director of Public Works