

# CITY OF PALOS HEIGHTS



## **Municipal Grounds and Property Committee Meeting Minutes January 23, 2018**

### **Call to Order**

Chairman Basso called to order the regular meeting of the Municipal Grounds and Property Committee at 7:03 p.m. in the Palos Heights Administration Building, 7607 W. College Drive, Palos Heights, IL.

In attendance were Chairman Basso, Alderman Kramarski, Alderman McGovern, Alderman Bylut, Public Works Director Scott Smith, City Administrator Dan Nisavic, and Recording Secretary Pat Sheppard.

### **Approval of Minutes**

Chairman Basso moved to approve the minutes of the November 28, 2017 meeting, seconded by Alderman Kramarski. The motion carried by unanimous voice vote.

### **Questions/Comments from Visitors**

None

### **Council Room Remodel Project**

Scott was waiting for the final bill from the contractor which would include the change orders.

### **Pool Roof Project**

The contractor was about 97% done with the pool roof project and had been working on the punch list. Scott had not yet done a re-inspection. The contractor, Elens & Maichin, was requesting a payout in the amount of \$72,846.00 for work completed on the project. Scott noted a retainage of 10% was being held on the project.

Chairman Basso moved to approve payment to Elens & Maichin Roofing & Sheet Metal, Inc. in the amount of \$72,846.00 for work completed on the pool roof project, seconded by Alderman Kramarski. On a unanimous voice vote, the motion carried. **AGENDA**

### **City Hall Monument/EMB Sign Bids**

Scott stated the bids for the sign project had been opened on January 18 and reviewed by the architect. Parvin-Clauss Sign Company was the low bidder at \$63,954.00 for the base bid in natural stone. Scott noted they had also submitted an alternate bid using a Foamcraft product in the amount of \$58,132.00. It was Scott and the engineers feeling that for the minimal difference (a little over \$5,000) that the natural stone would be a better choice and longer lasting. Scott informed the committee that the company had a truck with demo boards to show the different resolutions for the EMB sign. The truck would be at City Hall on Thursday at 11:00 a.m.

Alderman Kramarski inquired if Van Bruggen Sign Company had submitted a bid and Scott replied they had not.

Alderman McGovern moved to approve accepting the base bid for the City Hall Monument/EMB Sign from the low bidder, Parvin-Clauss Sign Company, in the amount of \$63,954.00, seconded by Alderman Kramarski. On a voice vote of 3 – 1, the motion carried.

**AGENDA**

Chairman Basso requested that the logo used on the sign be consistent with the other signs in town.

**TruGreen Proposal**

Scott requested approval of the 2018 Lawn Care proposal for the City’s parks, Metra Station, and other municipal properties from TruGreen in an amount not to exceed \$12,000. Scott noted they had been using this company for several years. He was very satisfied with them and felt they were competitive.

Chairman Basso moved to approve the proposal from TruGreen for the 2018 lawn care of the City’s parks, the Metra Station, and other municipal properties in an amount not to exceed \$12,000.00, seconded by Alderman Kramarski. On a unanimous voice vote, the motion carried.

**AGENDA**

**Motor Vehicle Maintenance**

Scott said the mechanics had been busy keeping the trucks/plows out on the street . One truck (an International) needed to be sent out due to computer related problems. He noted the cold winter weather really had an impact on the vehicles. He also noted several of the trucks were aging and would need to be replaced soon (a 1979 and a 1995).

**Aldermen’s Comments/Questions**

None

**New Business**

Chairman Basso announced the February Buildings and Grounds Committee meeting was being cancelled.

**Adjourn**

There being no further business, Chairman Basso moved to adjourn the meeting, seconded by Alderman Kramarski. The motion carried by unanimous voice vote.

Meeting adjourned at 7:16 p.m.

Respectfully submitted,

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Patricia M. Sheppard  
Recording Secretary