



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 20, 2016**

President Wallace called the Committee of the Whole meeting to order at 7:36 p.m.

PRESENT: Trustee Arends, Camerer, Carbonaro, Deyne, Hopkins, Reinke, and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Valerie Salmons, Assistant Administrator Paula Schumacher, Assistant to the Village Administrator Scott Skrycki, Finance Director Jeff Martynowicz, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Police Chief Kent Williams, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

PUBLIC WORKS COMMITTEE

Downtown Holiday Lighting Proposal

Trustee Camerer asked the Public Works Director to explain.

Public Works Director Dan Dinges stated that one of the things identified in the Strategic Plan was putting holiday lights downtown. They looked at a few options and wanted to present a phased approach. He referenced a map that showed Main, Railroad, Oak and Bartlett Avenue and the proposed area where the lights would be located. Due to the budget, they are proposing every other light pole be decorated for this phase one. It is energy efficient and easily phased.

Trustee Arends asked why they are only proposing half?

Administrator Salmons stated to have a phased approach and be conservative with it.

Trustee Arends asked if they could be liberal? She would rather put them all in.

President Wallace asked if they could get a better deal if they bought more?

Mr. Dinges stated "no".

Trustee Deyne stated that we will own the lights and they will be our responsibility to maintain them. He asked why the map does not extend to Hickory?

Administrator Salmons stated that they could if the Board directs them to.



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Trustee Deyne stated that he was an advocate of having the downtown lit for some time. Other communities all have their downtown celebrated and take pride in their downtown with their lighting for Christmas. He would like to move forward with this and see something for our downtown. He heard that some of the lamp poles are not wired and asked if that was correct.

Mr. Dinges stated that they will be wired prior to the lights being here.

Trustee Deyne asked what the additional costs will be for the additional lights. He concurred with Trustee Arends to complete the lighting this year. He would like to see all the lamp poles decorated that they can add to it in the future. He would also like to see other options.

Administrator Salmons verified that they will double the \$18,000 to get all of them and the additional amount for the Village Hall parking lot is \$2,400.

President Wallace asked if they warrantee these lights?

Mr. Dinges stated that they have a one year warrantee. They do several municipalities in the area already and have many options.

President Wallace asked about leasing lights.

Mr. Dinges stated that he has staff to install. Once the mounting bracket is on the pole, it is literally seconds to hang the light and plug it in.

Trustee Arends strongly agreed to carry this up to North Avenue, simply because there is businesses up there. One of the reasons we are doing this is to make the downtown look festive and there are several businesses on that block.

Administrative Salmons stated that they don't have an estimate to go up to North Avenue but they will figure it out.

Trustee Reinke stated that before we get too far on this, he would like to see a full breakdown on the costs for expanding the scope. He would also like to see labor and incidental costs before they pull the trigger.

President Wallace asked for the additional amount of electricity costs as well.

Attorney Mraz stated that what they are talking about will push the number above \$20,000 so it would typically have to be bid. This doesn't really lend itself to competitive bidding. In these particular lights, it is only this manufacturer, although different manufacturers have different lights. When they get to a contract, there will be a



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Resolution that has them waiving bids since it is unique and one of a kind and other competitors don't offer it.

Trustee Reinke stated that maybe competitive bidding would bring a better deal.

Attorney Mraz stated that there is not one particular light that they are bidding on so it would not be possible to competitive bid.

Mr. Dinges stated that they had three proposals and yes the lights are similar, this company was the most cost effective. The lead time on getting the lights is getting close for this year. If they want to move the project along they would not be able to complete a bidding process.

Attorney Mraz stated that they may want to consider just doing the first phase of \$18,000 and expand it next year.

Trustee Reinke stated that the phased approach makes sense from the perspective that you hang it one year and the next year it doesn't work, everything is not a year old at the same time. He didn't think we should structure this program so we get around the competitive bidding process. The timeframe should not be any reason to bypass competitive bidding.

Trustee Camerer asked if they ever change out the light poles, will the decorations fit on different poles. He stated that the current light poles seem to be corroding.

Mr. Dinges stated that they have recently re-painted a bunch of them. It is typical for light poles along the roadway that are exposed to winters and salt. They maintain them regularly to keep them looking good. Depending on the height of the replacement poles, these decorations would be compatible.

Administrative Salmons stated that she noticed that the downtown light poles where you have usage and people were more corroded than the neighborhood areas.

President Wallace stated that the downtown light poles have all been repaired with a higher quality paint. He recommended that the Board directs the staff to proceed with this purchase so we have some lights this year. Perhaps at the next Committee meeting we can discuss an expansion.

Trustee Carbonaro stated that this is the third item that we are adding to this year's budget (to which we are only four months into). This is not budgeted but he assumes they have the funds for it. Before they start expanding down this street and that street, this is the third non-budgeted item being added to the current budget of which we are only into the fourth month. He would like to take caution to not add all kinds of things to



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the budget and have a nice Christmas as well. He would like to Table the rest of the discussions to expand this for next year's budget.

Trustee Reinke stated that he wanted to know how much this was actually going to cost.

Administrator Salmons stated, being the non-attorney, she did not understand how you could bid this. There are just some things that can't be bid.

President Wallace stated that the Board would be going into Executive Session to Discuss Property Pending or Imminent Litigation Pursuant to Section 2(c)11 of the Open Meeting Act as well as to Discuss Selection of a Person to Fill a Public Office Pursuant to Section 2(c)3 of the Open Meeting Act immediately following the close of this meeting.

There being no further business to discuss, Trustee Arends moved to adjourn the Committee of the Whole meeting and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Arends, Camerer, Carbonaro, Deyne, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting adjourned at 7:59 p.m.

Lorna Giles
Village Clerk

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