

VILLAGE OF  
**FRANKFORT**  
EST. 1855

OPERATIONS COMMITTEE MINUTES  
SEPTEMBER 9, 2020

CALL TO ORDER

Chair Adam Borrelli called the Operations Committee meeting to order at 8:08 P.M. on Wednesday, September 9, at the Village of Frankfort Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Operations Committee members present included Mayor Jim Holland, Village Clerk Brian Feehery, Trustees Adam Borrelli, John Clavio, Margaret Farina, Keith Ogle, Jessica Petrow, and Gene Savaria; Tom Barz, Robert Brown, Jennifer Hindel, Nathan Miller, Rob Joyce, and Mike Stevens. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Deputy Chief Kevin Keegan, and Administrative Assistant Theresa Cork.

APPROVAL OF MINUTES (August 12, 2020)

Trustee Clavio made a motion (#1), seconded by Trustee Farina, to approve the minutes of the Operations Committee meeting of August 12, 2020, as presented. The motion was unanimously approved.

HARLEM AVENUE WATERMAIN EXTENSION PROJECT

Administrator Piscia reported the Village solicited bids to install a new watermain along Harlem Avenue to address a critical gap in the Village's water distribution system. The new watermain would be installed along Harlem Avenue from Southwick Drive, south  $\pm 2,500$ , to connect to an existing watermain stub constructed as part of the Crystalbrook Subdivision (just north of Steger Road). Of the six bids received for the project, Swallow Construction Corporation was the low bidder in the amount of \$605,053.00. Administrator Piscia reported Robinson Engineering reviewed the bids and forwarded a recommendation to award the contract to Swallow Construction.

Following presentation and brief discussion, Member Stevens made a motion (#2), seconded by Trustee Savaria, to forward a recommendation to the Village Board to accept the low bid and award the contract to Swallow Construction Corporation, in the amount of \$605,053.00. The motion was unanimously approved.

## REPLACEMENT OF SAFE FLEET CAMERA SERVER AND COMPONENTS

Deputy Chief Kevin Keegan presented a request to purchase a replacement camera server, backup storage system, software, and wireless access point antennas from Safe Fleet Mobile-Vision, formerly known as L3 Communications, at a cost not to exceed \$28,133.70. He reported the Frankfort Police Department has used and relied upon the Safe Fleet system for over 12 years. The system is used to record traffic stops, disabled vehicles, suspicious incidents, routine encounters, crimes in progress, pursuits, interviews, and interrogations. He further reported by use of the wireless access points, the system automatically downloads all recorded video to the server at the Police Department where it is digitally maintained and preserved. With the purchase of the Safe Fleet system, the Police Department would pay an annual cost of \$3,956.00 for hardware maintenance and replacement, software and firmware updates, as well as technical support.

Deputy Chief Keegan reported that he compared the Safe Fleet system to the AXON Fleet 3 in-car video system. He noted the main difference between the Safe Fleet system and AXON is the storage of downloaded video and cost. Safe Fleet uses a traditional server which is housed and maintained at the Police Department and AXON utilizes a virtual server which is housed and maintained off-site. The annual cost of a cloud-based system such as AXON is \$51,480.00.

Members discussed the Safe Fleet system versus a cloud-based system and the Police Departments procedure for record retention and server backup. Following discussion, Trustee Farina made a motion (#3), seconded by Trustee Petrow, to forward a recommendation to the Village Board to authorize the purchase of a replacement camera server, backup storage system, software, and wireless access point antennas from Safe Fleet Mobile-Vision, at a cost not to exceed \$28,133.70. The motion was unanimously approved.

## COMPUTER SOFTWARE LICENSE AND SERVICE AGREEMENT

Asst. Administrator Cook presented a proposed software license and service agreement for the MAGNET platform used by the building department since 2011. He explained the purpose of the agreement is three-fold: 1) update the agreement to reflect current standards in software licensing and defining standards of service; 2) address prior contract amounts due but not invoiced until 2019; and 3) set revised contract amounts going forward. He stated the agreement reduces prior contract amounts by nearly 40%, resets maintenance fees to approximately 7% lower than the original year 1 fee and reduces the annual escalator from 3% per year to 2% per year for maintenance fees. Hosting fees remain static and unchanged. The agreement also permits the Village to spread the payments over three years for the negotiated prior contract amount as follows: \$11,000 in FY 20-21; \$15,000 in FY 21-22; and \$15,000 in FY 22-23.

Following discussion, Member Miller made a motion (#4), seconded by Member Barz, to forward a recommendation to the Village Board authorizing the execution of a Software License and Services Agreement with Computer Software, Inc., for the MAGNET platform, as presented and subject to final legal review.

## AT&T MASTER POLE ATTACHMENT AGREEMENT

Asst. Administrator Cook also presented a proposed Master Pole Attachment Agreement (MPAA) between the Village of Frankfort and New Cingular Wireless PCS, LLC (AT&T). The agreement arises from Village Ordinance No. 3174, which regulates the installation of small wireless facilities in Frankfort. As part of this ordinance, any wireless provider seeking to co-locate small wireless facilities on Village-owned poles is required to execute a MPAA setting forth, among other things, the terms of permit issuance, facility operation standards, application fees, and annual recurring fees due to the Village. He reported this agreement was reviewed by legal counsel, who found it to comply with the State of Illinois Small Wireless Facilities Deployment Act (50 ILCS 840/) and inclusive of terms favorable to the Village. Mr. Cook noted there has been one application for a small wireless facility on Colorado Avenue, just south of the High School.

Members discussed the proposed MPAA and the Small Wireless Facilities Deployment Act, including some possible legislative changes. Some concern was expressed regarding the health and safety of radiofrequency radiation and the aesthetics of the small wireless facilities.

Following discussion, Trustee Petrow made a motion (#5), seconded by Trustee Savaria, to forward a recommendation to the Village Board to authorize the execution of a Master Pole Attachment Agreement with New Cingular Wireless PCS, LLC, as presented and subject to final legal review.

## OTHER BUSINESS

- *New Water Well No. 15 Emergency Construction Project*

Staff was asked about the status of the new Village well for the emergency replacement of Frankfort Square Well No. 9. Administrator Piscia reported the Village is still waiting for construction permits from the IEPA.

- *License Plate Readers*

Chief Burica advised members that the Police Department is moving forward with the license plate reader system 60-day trial, noting four locations have been confirmed to date for the installation of the Flock camera poles.

- *Village Website Update*

Asst. Administrator Cook provided a brief update on the Village's new website. He reported [www.villageofrankfort.com](http://www.villageofrankfort.com) is still live, however members can view the Village's new website at [www.frankfortil.org](http://www.frankfortil.org). He noted content development is not yet complete and he has not received any redesign concepts for the Village logo from Revize.

PUBLIC COMMENTS

There were no comments from the public.

ADJOURNMENT

Hearing no further business, Trustee Ogle made a motion (#6), seconded by Trustee Savaria, to adjourn the Operations Committee meeting of September 9, 2020, at 8:48 P.M. The motion was unanimously approved.