

## **PUBLIC WORKS COMMITTEE MEETING**

October 4, 2012

### **CALL TO ORDER**

Chairperson Ireland called the Public Works Committee Meeting to order at 7:00 p.m. at the Village Hall.

### **ROLL CALL**

Present at roll call were Trustees Ireland, Blohm, Colletti and Schiestel. Also present at roll call were Asst. Supt. of Public Works Streets and Parks John Reese, Asst. Supt. of Public Works Water and Sewer Tim Zintl, Chief Operating Officer from Baxter Woodman Lou Haussmann, Village Administrator Karl Warwick, Village President Nunamaker and Secretary Hammer.

### **APPROVAL OF SEPTEMBER 6, 2012 MINUTES**

*Trustee Schiestel made a motion to approve the September 6, 2012 meeting minutes.* The motion was seconded by Trustee Colletti and approved by a roll call vote of four yes votes.

### **VISITOR/RESIDENTS COMMENTS**

None

### **PUBLIC WORKS**

#### **Public Works Report**

~ Weekly Mowing – Trustee Blohm inquired about the mowing at Norge park. Asst. Supt. Reese said that Public Works does all of the mowing at Norge Park. Trustee Blohm suggested that Village ask the FRG Rec Council for help with the mowing at both Norge park soccer fields.

~ Mophead removal at N. River Lift Station & Notices to Residents – Ass't. Supt. Reese re-capped the progress of notifying residents of the re-occurring issue of mopheads being flushed down the sewer. The Public Works employees spent a day delivering flyers and speaking to residents.

~ Asst. Supt. Reese provided an update that beginning September 1st the Water Treatment plant stopped accepting waste on Saturdays and the change was working out well.

~ Asst. Supt. Reese reviewed the Public Works new hire status. Of the 77 resumes received, 50 came from Monster.com and 27 came from the Northwest Herald. Adm. Warwick stated that 3-4 resumes were dropped off at the Village Hall. Many of the resumes did not meet the job qualifications.

~ Asst. Supt. Reese stated that Frank M and John W passed their certification examinations and that Tony M and Don K signed up for their water license certification.

#### **EAB Tree Removal - \$3,950**

Asst. Supt. Reese stated that the Board requested the removal of 7 ash trees on Opatrny and Lucille. Three quotes were reviewed with the recommendation to use Ringers for a cost of \$3,950. *Trustee Schiestel made a motion to approve \$3,950 to have Ringers remove the 7 ash trees on Opatrny and Lucille.* The motion was seconded by Trustee Colletti and approved by a roll call vote of four yes votes.

**Maintenance of Garage Panel Repairs**

Asst. Supt. Reese stated that the garage panels were in need of repair and that Lakeshore Construction provided a quote of \$3,955.65 to perform the required repairs. ***Trustee Schiestel made a motion to approve \$3,955.65 to have Lakeshore Construction perform the required repairs to the garage panels.*** The motion was seconded by Trustee Colletti and approved by a roll call vote of four yes votes. Trustee Blohm discussed options on how this expense would be funded.

**Playground Surfacing**

Asst. Supt. Reese stated that \$4,000 was in the budget to put down surfacing (woodchips) at all playgrounds. This project takes a considerable amount of time and will be postponed to the spring due to other priorities (i.e. taking down ash trees, etc.). Village President Nunamaker inquired on whether surfacing the playgrounds could be considered a community service project.

**Stanger Park Playground, Status**

Asst. Supt. Reese plans on meeting with Rick from New Toys Leisure Products on Monday to “layout” the playground equipment.

**Salt – Village Roadways (inventory/storage)**

Asst. Supt. Reese stated that 210 tons of salt already exist at the township. The Village typically orders 600 tons but will only need to order 400 tons for the winter. Trustee Blohm mentioned that MFT can no longer be used to pay for salt so road maintenance program funds will be used to pay for the salt.

**PUBLIC WORKS WATER & SEWER**

Asst. Supt. Zintl reviewed the septic volume report and asked if there were any questions. He pointed out that the volume over the past 2 months was a little lower. Trustee Ireland stated that the Board would continue to watch the volumes. Trustee Blohm inquired on the sewer odor and Asst. Supt. Zintl responded that the chemical was still being used and that there had not been any resident complaints.

**90° Gear Drive for Secondary Clarifier Repairs**

Asst. Supt. Zintl reviewed the quote of \$9,400 (\$9,300 for the gear drive + \$100 for shipping) from Motion Industries and stated that there was a 9-week lead time. ***Trustee Colletti made a motion to Finance to approve \$9,400 to order from Motion Industries the 90° gear drive for secondary clarifier repairs.*** The motion was seconded by Trustee Schiestel and approved by a roll call vote of four yes votes.

**Iron Filter Rehabilitation, Status**

Asst. Supt. Zintl stated that the contract has been sent out and the media has been ordered. November 1, 2012 – April 1, 2013 is the window to have this project completed so the plan is to start November 1, 2012.

**Water Meter Upgrade Residential, Status**

Asst. Supt. Zintl stated that 620 meters have been received and the additional 620 are scheduled to be received next month. Letters will be mailed to residents notifying them that installation is planned to begin at the end of October. Residential installation times will be between the hours of 8:00 a.m. to 5:00 p.m. The contract allows 5 months for the meters to be installed. Trustee Ireland suggested utilizing the following additional communication methods to notify residents: Village Newsletter, press release in the NW Herald, Village website and the Community Business letter.

**VILLAGE ENGINEER'S REPORT**

**DECO County Line Road, Status**

Chief Operating Officer from Baxter Woodman Lou Haussmann stated that some comments have been received but that they were waiting on additional comments from the EPA and once they were received than an estimate could be finalized. Plans are to present project costs in November or December and to have bids go out in January 2103.

**OTHER BUSINESS**

**Special Event Parking – Street Signage**

Discussion ensued amongst the trustees as to what signage should be placed on Gladys, Millard and South River during special events to alleviate pedestrian concerns, narrow parking on the side streets and to encourage parking in the school lot. ***Trustee Schiestel made a motion to pass an ordinance to only allow residential parking on Gladys, Millard and South River from Algonquin to Lincoln.*** The motion was seconded by Trustee Blohm and approved by a roll call vote of four yes votes. Village President Nunamaker requested Village Administrator Warwick to write a letter to inform residents of affected streets (Gladys, Lincoln, & South River).

**Winter Parking Ordinance, Define & Implement Residential Communication**

A 30-day grace period will be instituted when the new winter parking ordinance goes into effect. In addition, police officers will put a warning flyer on first-time offender's car windows. Trustee Ireland suggested utilizing the following additional communication methods to notify residents: Village Newsletter, press release in the NW Herald and the Village website. He also suggested putting up temporary election type signage along the major roadways (i.e. Lincoln, North River, Algonquin) publicizing the ordinance. ***Trustee Ireland made a motion to approve 12 temporary signs be purchased at a cost not to exceed \$100 to help communicate the Ordinance.*** The motion was seconded by Trustee Schiestel and approved by a roll call vote of four yes votes.

**ADJOURNMENT**

***Trustee Ireland made a motion to adjourn at 8:05 p.m.*** Trustee Colletti seconded and the motion was approved by a roll call vote of four yes votes.

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Michael Ireland, Chairperson

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Denise Hammer, Secretary

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Date Approved