

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JANUARY 27, 2020 AT 5:30 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

---

1. **CALL TO ORDER**

Chairman Oggerino called the meeting to order at 5:30 PM.

2. **ROLL CALL**

Those present at roll call were Chairman Paul Oggerino, Trustee Terrence Kelly, and Trustee Sue Berglund.

Also present were Assistant Village Administrator Michael Mertens, Administrator Brian Pabst, Superintendent of Public Works Joe Coons, Dan Lynch of Burke Engineering, and George Guidarelli from Hygieneering.

3. **APPROVAL OF MINUTES**

After review of the draft minutes from the December 16, 2019 special meeting of the Municipal Services Committee, Trustee Terrence Kelly made a motion to approve the minutes as presented. Chairman Paul Oggerino seconded the Motion. Motion Carried.

4. **DISCUSSION – EXECUTIVE PLAZA DRAINAGE MASTER PLAN STUDY AND SPECIAL SERVICE AREA OPTION**

Assistant Administrator Mertens asked Dan Lynch, from Burke Engineering, to discuss the pros and cons of the two drainage improvement concepts that were reviewed at the last Municipal Services Committee meeting. Mr. Lynch reviewed the first option of installing valves to control the flow of stormwater into the Executive Plaza area. This option would provide a lower level of protection by reducing the frequency of flooding; however, this option would not stop flooding as it only helps to control the amount of water coming into the Executive Plaza area. These valves can be turned manually or be electronically monitored, depending on cost.

The second option was to raise the roads in the impacted areas on Executive Drive and Plaza Court. This design option would elevate the level of the roads to hold less than six inches of water during large storm events. The curb and centerlines would still be visible and the roads would be passable by passenger vehicles with this design. By raising the roads, the stormwater would need to be displaced elsewhere. The Village Engineer provided three options for this issue. The first option would be to expand the existing lake by acquiring some land from the property owner on the north side of the lake. Option two was to dredge the lake deeper and add a pump station. The third option was to add underground storage within the rights-of-way as part of the road reconstruction. The third option would not require having to acquire land or easements from private property owners. The Village engineer recommended to not go with the dredging of the lake and pump options due to pump cost and maintenance and the fear of the unknown when trying to deepen the lake.

Assistant Administrator Mertens advised that the Village currently does not have any money budgeted for this project and would need to explore funding options. He presented some maps of the areas that are impacted by the flooding for a possible special service area. He went on to explain how the special service area works. This is voted on by the property owners and 51% need to vote for it. Two maps were presented for consideration. One map was more of a general area map of those affected by flooding, and the other was more directed to the businesses that are impassable when the flooding occurs. The cost estimate for this project was estimated at \$2.5 million dollars. The property owners within the proposed special service area would be assessed a tax over a ten or twenty-year period. Upon review of the cost estimates provided by Kane, McKenna & Associates it was determined that the special service area option would not be a financially feasible consideration.

Administrator Pabst suggested that the Village could review the feasibility of creating a Tax Increment Financing (TIF) district. Trustee Kelly asked if we could do some research on the TIF option and how it would be established in a community that does not have a typical Village-wide property tax.

## 5. DISCUSS COMMUNITY RESOURCE CENTER REDEVELOPMENT

Assistant Administrator Mertens provided an update on status of the working drawings as provided by the architect. He highlighted the items that were not included in the architect's program such as the fire sprinkler system, security alarm system, the dais design, audio / visual / internet design, signage and furniture, fixtures and equipment. Assistant Administrator Mertens highlighted the following:

- A new entrance to the building that would be added and the building would be ADA compliant.
- The building would be designed with LED motion sensor lighting included.
- A centralized location of a dumpster enclosure would need to be finalized.
- A new landscape design to mask some of the utility boxes will be part of the base scope of work for the general contractor.
- The parking lot is in need of some repair, and crack sealing, seal coating and re-striping.

Assistant Administrator Mertens advised that the architect will design the bids with deductions for the window replacement, the proposed patio and the pylon sign. This was done so that if there is a need to cut costs, these are some of the areas that could possibly be cut. Administrator Pabst advised that the Village may be receiving \$750,000 in grant money and the project could exceed \$1.2 million dollars. Trustee Kelly asked about security cameras for the building and underground sprinkler system. Assistant Administrator Mertens advised that those items can be added at the discretion of the Village Board.

## 6. SUPERINTENDENT OF PUBLIC WORKS UPDATE

Superintendent Coons discussed the progress of the recently purchased new trucks fiberglass service bodies. The first box is currently being installed at Sauber Manufacturing with a possible delivery date of mid-to-late February. Once that is completed, the second vehicle would be dropped off for the installation. Superintendent Coons updated the Committee on the amount of road salt utilized this season. He advised that our new snow contractor, N.J. Ryan, was performing well this season.

Superintendent Coons advised that N.J. Ryan was storing their equipment at a location in Woodridge. Superintendent Coons advised of an ongoing beaver problem in the lake behind the Community Bank of Willowbrook. The beavers are taking down many of the smaller trees around the lake which wind up on the storm grate that drains the pond. This is causing the public works department to visit this site on a daily basis to ensure that no flooding will occur. This is a private lake owned by several properties, but to prevent flooding, the public works department checks this area during regular drainage inspections. Superintendent Coons has been in discussion with the property owners to get the problem resolved. Trustee Berglund offered to help reach out to some of the property owners as well. Trustee Kelly asked for a spreadsheet of all the licenses the public works department holds.

7. VISITORS BUSINESS

Visitors business was done in item number four.

8. ADJOURNMENT

Motion to adjourn was made by Chairman Oggerino, seconded by Trustee Berglund. Motion Carried.

The meeting was adjourned at 6:19 PM.