

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

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1. **CALL TO ORDER**

Trustee Terrence Kelly called the meeting to order at 5:35 PM.

2. **ROLL CALL**

Those physically present at roll call were Trustee Terrence Kelly, and Assistant Village Administrator Michael Mertens.

Those present via Zoom Conference call were Trustee Sue Berglund, and Superintendent of Public Works Joe Coons.

Chairman Paul Oggerino was absent.

3. **APPROVAL OF MINUTES**

After review of the draft minutes from the June 22, 2020 meeting of the Municipal Services Committee, Trustee Sue Berglund made a motion to approve the minutes as presented. Trustee Terrence Kelly seconded the Motion. Roll Call. Motion Carried.

4. **DISCUSSION POTABLE WATER CIRCULATION EQUIPMENT FOR THE 3 – MILLION GALLON STANDPIPE**

Superintendent Coons advised that \$25,000 was put into the water improvement program FY 2020/21 budget to install a circulation system for the 3-million-gallon standpipe at the Public Works facility. In the winter season of 2018/19, the Village encountered a polar vortex causing ice to form on the inner walls of the standpipe. When the ice broke free from the walls, it caused damage to the cathodic protection equipment inside the tank. In order to make the repairs, Public Works had to drain the standpipe. Installation of a circulation system would keep the water moving in the tank to help prevent freezing. A circulation system can also help to keep water from getting stagnant at the bottom of the tank and keep chlorine levels more consistent.

The Grid Bee circulation system cost would be \$19,725 and installation would be \$5,000. Superintendent Coons mentioned that Jude Vickery quoted the installation of the system. Jude Vickery also works for Corrpro/Aegion, the company that performs the maintenance on our cathodic protection equipment for the Village. Trustee Kelly asked why this did not go out for a competitive bid. Superintendent Coons advised that after the polar vortex incident, he received some prices to get an idea of the cost. Assistant Administrator Mertens added that under \$25,000 it is not required to go out to for formal bid but that we could get additional quotes. This was not on any board schedule and was brought to the committee seeking direction.

Trustee Kelly asked if the other two water towers would need a similar system. Superintendent Coons advised that the spherical style of the two other tanks are not as

susceptible to freezing as the standpipe straight walled style. Trustee Berglund asked if we could get some competitive pricing on the system and installation. Staff was directed to seek alternate prices for the proposed project and bring the subject back to the Committee for further consideration.

5. DISCUSS VALVE EXERCISING PROGRAM / LEAK SURVEY PRO-MAPS ATLAS UPDATE PROGRAM

The Valve Exercising / Leak Survey Pro-Maps Atlas Update Program is a project that was budgeted through the water improvement program for the FY 2020/21. The scope of work consists of locating and operating all valves in the water system to determine any deficiencies. Data would be gathered for Global Positioning System (GPS) points so that it could be incorporated with the Pro-Maps Atlas Geographic Information System (G.I.S.) Update Program. The current maps that the Village uses are outdated, and in some cases the locations are incorrect. It is important to have an accurate map of the water system so in an emergency situation Public Works and the Fire Department can locate valves and fire hydrants. Once the G.I.S. system is in place, the Village can add other utilities to the maps such as: storm sewers, streetlights and residential water shut off valves or B-Boxes. This can be done in house at no additional charge and allow the department to be more efficient.

The Village water loss to leaks in 2019 was calculated at 13%. The proposed leak detection portion of this project would help locate the leaks within the system. The Village would coordinate the necessary repairs when a leak is located. This program would help the Village reduce the water loss below the required 10% guideline as determined by the Illinois Department of Resources (IDNR). It is important that the Village shows that it is taking the necessary steps to be in compliance with the IDNR requirements.

M.E. Simpson Company has been a trusted name in the water industry for many years. It was recommended by the staff to use M.E. Simpson to complete the variety of tasks with a total program cost of \$56,015. M.E. Simpson would provide training and technical support as part of the program. Trustee Kelly also asked if we would be able to update and keep current maps, and Superintendent Coons advised that we would be able to do that with the new system. Trustee Kelly also asked what "PDOP" stood for that was in the proposal. Superintendent Coons said that he would investigate the definition. Assistant Administrator Mertens advised that there are many layers to this type of project and that not all companies offer the complete services that M.E. Simpson has proposed. Upon discussion, staff was directed to seek alternate prices for the proposed project and bring the subject back to the Committee for further consideration.

6. SUPERINTENDENT OF PUBLIC WORKS UPDATE

a) Clarendon Hills Culvert Project – The culvert pipe along with the curb and sidewalk has been completed. The final road patching still needs to be completed and was added to the MFT program for this year. Cold patch asphalt was put in temporarily until the road program begins. The project came in below budget.

b) MFT Program – The Village had the bid opening for the program on July 22, 2020.

Assistant Administrator Mertens advised that Burke Engineering had an estimate of \$292,802 to complete the project. The Village received eight (8) bids and

Brothers Asphalt was the apparent low bid at \$217,178.82. Burke Engineering will review the bids for completeness. Staff recommends that we present the low bid contract at the next Village Board meeting. Once awarded, the Village would need to notify the Illinois Department of Transportation (IDOT). The contractor would need to mobilize, and it is expected that the project will start in early September.

c) Water and Refuse Reports – Refuse report was normal. The new refuse contract with Groot Industries begins August 1, 2020. Groot is in town this week delivering new totes to residents. Republic Services will be in the Village the last week of July to pick up their equipment. The water report numbers were up a little due to the Public Works staff performing the annual fire hydrant flushing program.

d) June 2020 Monthly Permit Activity Report was presented.

7. **VISITORS BUSINESS**

None

8. **ADJOURNMENT**

Motion to adjourn was made by Trustee Berglund, seconded by Trustee Kelly. Roll Call. Motion Carried.

The meeting was adjourned at 6:03 PM.