

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 24, 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**

The meeting was called to order at 5:35 PM. It was noted that this meeting was held via conference call due to the Covid-19 pandemic.

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 Trustees Sue Berglund, Paul Oggerino and Superintendent of Public Works Joe Coons.

3. **APPROVAL OF MINUTES**

After review of the draft minutes from the July 27, 2020 meeting of the Municipal Services Committee, Trustee Terrence Kelly made a motion to approve the minutes as presented. Trustee Sue Berglund seconded the Motion. After a roll call, Motion Carried.

4. **DISCUSSION – A RESOLUTION AUTHORIZING THE PURCHASE OF BULK TREATED ROCK SALT FOR USE WITHIN THE VILLAGE OF WILLOWBROOK**

Superintendent Coons explained that the County of DuPage went out for bid for the untreated rock salt. Compass Minerals was the low bid and was awarded the contract. The Village of Willowbrook currently has approximately 500 tons of untreated rock salt in the salt bin at the Public Works facility. 800 ton of the untreated salt was ordered for the upcoming winter season at a cost of \$81.13 per ton delivered. The Village is required to take 80% of the order with an option to take 130% if it is a bad winter season. The cost of the 80% would be \$51,923.20.

As in years past, the Village of Willowbrook has purchased treated salt that is utilized when temperatures fall below 15 degrees Fahrenheit. Compass Minerals reached out to local municipalities this year to inform us that they would have treated salt available this year. Usually Compass reserves the treated salt for State and County agencies. Because last winter was not as severe, a limited quantity is available this year for local municipalities.

The Village of Willowbrook solicited for prices on the treated salt from multiple vendors for cost comparisons. Compass Minerals, which utilized the State bid pricing and came in with the lowest price at \$86.75 per ton delivered. Staff recommends an order size of 200 tons of treated salt for the 2020/21 winter season. As with the untreated rock salt, the Village would be required to take 80% or 160 tons of the treated rock salt. The cost to take the 80% of treated salt would be \$13,880 with the option to take the other 20% or 40 tons at the same price of \$86.75 per ton. An amount of \$80,000 was budgeted for rock

salt for FY 2020/21. If the Village takes the minimum 80% of both treated and untreated rock salt, the total would be \$65,803.20. This will give the Village budget flexibility should the Village need to purchase additional salt due to a harsh winter season. Trustee Kelly made a motion to recommend approval of 160 tons of treated rock salt purchase at \$86.75 per ton, Trustee Berglund seconded the motion. Roll Call. Motion Carried.

5. SUPERINTENDENT OF PUBLIC WORKS UPDATE.

- a) MFT Program – Dan Lynch from Burke Engineering dropped off copies of the signed contract from Brothers Asphalt who was the low bid. The contract needs to be signed by the Mayor and Village Clerk. The papers will then be sent to IDOT for a final submittal. A pre-construction meeting is scheduled for Thursday, August 27, 2020. A projected project start date is projected for the 1st week of September.
- b) Village Hall Parking Lot – This is not part of the MFT funding, but the project will be done in conjunction with the road program. A project start date is projected for the 1st week of September. The parking lot will be closed during construction and staff vehicles will be relocated to the east side of the building. Some sidewalk work will also be included in the project.
- c) Potable Water Circulation Equipment for the Three-Million Gallon Standpipe – Currently waiting on pricing for the installation. Due to the unique nature of this type of work, it is difficult to get pricing.
- d) Valve Exercising Program / Leak Survey Pro-Maps Atlas Update Program – Currently seeking other quotes to complete these tasks. A.T.S is currently putting together a quote to do the full scope of the work.
- e) Water and Refuse Reports – Water usage was a little high due to summer usage and the finishing of the fire hydrant flushing program. Republic Services submitted their final report, as Groot has now become the Village's refuse contractor.
- f) July 2020 Monthly Permit Activity Report – A little higher than June's numbers. A few higher plan reviews and American Family Care had a permit for \$5,473.01.

Other Project Updates: Sheridan Plumbing has jetted and televised the storm sewer line in the Nantucket Subdivision. This was done in conjunction with the HOA of Nantucket. The storm sewer is technically a privately owned line, but it does affect up and down stream storm sewers owned by the Village. Therefore, the cost of this job was split between the Village and the HOA of Nantucket. Any needed repairs on the storm sewer will be at the cost of the Nantucket HOA.

The Village did an emergency brush collection due the recent storms. D-Ryan was contracted to collect, and chip fallen debris.

Some sidewalk squares were replaced throughout town. Public Works had a list going of various complaints and trip hazards.

The seasonal staff will be working their last week due to the start of school. One seasonal employee will still be available to put some hours in during the week between classes.

S.W.A.P. was in town for the week to do a thorough cleanup of the Village parks. This was the first time we had them this year due to the Covid-19 outbreak.

Two small service leaks were found on the water system and they are scheduled for repair the first week of September.

The fall brush collection has been scheduled for the week of October 12th – 16th. The Village will be sending out the postcard reminder in early October. The fall tree planting program will follow the brush collection.

6. **VISITORS BUSINESS**

None

7. **ADJOURNMENT**

Motion to adjourn was made by Chairman Oggerino, seconded by Trustee Berglund. Roll call. Trustees Oggerino and Berglund were Yes, and Trustee Kelly was no. Motion Carried.

This was Trustee Terrence Kelly's final Municipal Service Committee Meeting. We all wish him the best in his next endeavors.

The meeting was adjourned at 5:52 PM.