

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL  
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,  
OCTOBER 14, 2013 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE  
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

Chairman Mistele called the meeting to order at 6:00 PM.

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Suzanne Berglund, and Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

After review of the draft minutes from the September 9, 2013 Regular Meeting of the Municipal Services Committee, Chairman Mistele noted one typographical correction to be made. Chairman Mistele then made a motion to approve the minutes as noted. Trustee Berglund seconded the motion. Motion carried.

4. DISCUSSION – Village Hall Fuel Tanks: Cathodic Protection Failure

Administrator Halik advised the Committee that there are two fuel pumps at the Village Hall which include a 2,000 gallon underground regular fuel tank, and a 2,000 gallon underground diesel fuel tank. Both tanks are fiberglass reinforced plastic clad steel tanks. Halik advised that the steel tanks are protected from corrosion by an impressed current type cathodic protection system. This system includes sacrificial anodes which are placed underground. The anodes are designed to corrode before the corrosive process attacks the steel tanks. Each year, in accordance with the Illinois Office of the State Fire Marshall requirements, the protection system must be tested for proper operation. Halik advised that the test results are also sent to IRMA in order to maintain our supplemental insurance policy. On September 18, 2013, our testing contractor, Protanic, Inc., performed their annual testing inspection of the underground fuel tanks and advised that both tanks failed. It is unknown at this time whether there is an underground break in the cabling, whether the sacrificial anodes are severely corroded and needing replacement, or whether another component, called a rectifier, is damaged. Per law, the OSFM was notified of the failed test results. They have given us sixty days to make the necessary repairs and certify through re-testing that the system is working properly, or the tanks must be taken out of service. Staff asked our regular tank contractor to provide a repair proposal. The proposal includes the excavation of the system to make the anticipated repairs and replacement of up to three anodes for a cost of \$8,900. If after excavation it is discovered that the needed repairs are more extensive, there may be extra charges. Halik advised that in order to ensure a competitive price was obtained from Protanic for this repair, staff also solicited a proposal from a second contractor, Accurate Tank, for the same scope of work. The second proposal, which is included within the Committee packet, came in lower at \$6,880. Staff would recommend that the proposal obtained from Accurate Tank, North Aurora, to excavate and repair the system be accepted. Once the repairs are made, and the system is re-tested to certify its proper operation, we must notify the OSFM in order to remove the current violation on record. Although this work was not anticipated and budgeted for this year, there are funds available in the General Fund for this expenditure. Chairman Mistele suggested that staff review with the contractor the specifications on the anodes and junction boxes. Halik advised that this item is also included on tonight's Board agenda for

consideration. The Committee concurred with the staff recommendation.

5. DISCUSSION – Water Tank Coating Analysis Reports

Administrator Halik advised the Committee that on June 10, 2013, the Village Board adopted Resolution No. 13-R-30 accepting a proposal from Stand Associates to perform an engineering analysis of the protective coatings on all three of the Village's above grade water tower structures. These three water tanks were last sandblasted and re-coated in 1999, 2001 and 2002 and are experiencing varying degrees of wear. Halik reminded the Committee that although we are aware that the tanks would need to be re-coated again in the near future, and we are building a reserve in the Water Capital Fund for the project, the engineering analysis was needed to determine exactly when the tanks should re-coated and what the estimated costs will be. Halik advised that prior to beginning the field portion of the analysis, a preconstruction meeting was held. In addition, the consultant was able to obtain files from Tnemec, the paint manufacturer, providing details on the exact coating products that were specified for each tanks when they were last re-coated. The final reports and associated cover letter, which are included in the Committee packet, were received on September 10, 2013. Halik advised that the reports have analyzed the condition of the current tank coatings and have also identified other miscellaneous items need repair. Halik advised that, unfortunately, coating deficiencies dating back to when the last re-coatings were completed were identified. Chairman Mistele asked who provided oversight of the project at that time. Halik advised that it was performed in-house by public works staff at the time. After thorough review, the consultant has recommended that the tanks be re-coated within the next five years. Halik shared estimated budget amounts based on a five year implementation schedule with conservative cost estimates. The total costs for complete re-coating, inside and out, of all three tanks is estimated at \$1,892,000. Halik advised that these costs are based on a scope of work which will provide future protection for up to 25 years. Halik shared that there is also a second lower-cost alternative which includes a more limited scope of work that would provide between 15-20 years of protection, but this reduced scope of work is not recommended by staff. Chairman Mistele stated that in his view, it would be worth the extra money to complete the project correctly and strive to get 25 years of future protection. Halik advised that he wished to share the findings of the reports with the Committee and that this information will be presented and discussed further during the FY 2014/15 Budget consideration process.

6. DISCUSSION – HVAC Maintenance Contract Proposals

Administrator Halik advised the Committee that the Village has for many years used the company, Season Comfort Corp., Westmont, for heating ventilation and air conditioning maintenance service in the Village Hall building. They have installed many of the HVAC units currently serving the Village Hall, and staff is satisfied with their response time on calls and quality of work. Halik advised that upon recently acquiring the 835 Midway Drive building, we learned that the owners of that building were under an HVAC maintenance contract with The Heat Engineering Company, Countryside. This contract will expire at the end of the year, for the 835 building. The former owners of the 835 Midway Drive building were extremely satisfied with the maintenance services provided by The Heat Engineering, and advised that the annual fee for their service contract was by-far the lowest offered by similar contractors. Halik advised that since we are in need of a HVAC service agreement to cover both the public works garage and the newly acquired 835 Midway Drive building after December 31, 2013, staff contacted The Heat Engineering Company to request a service agreement proposal. Halik shared the cost comparison between the two proposals, and The Heat Engineering Company is by far the lowest for a one year service agreement which includes quarterly inspections: Season Comfort - \$6,762, Heat Engineering - \$2,975. With regard to hour labor rates for work not covered under the service contract, Heat Engineering is slightly higher: Season Comfort: \$125/hr. vs. Heat

Engineering at \$129/hour, regular rates. Chairman Mistele agreed that The Heat Engineering Company provides a lower rate for a maintenance service agreement, but believes that we should hold off for now on entering into a new service agreement until we are familiar with the HVAC changes that may occur within the buildings as part of our renovation project. Halik advised that our current service agreement with Season Comfort does not expire until May 1, 2014, so we should have sufficient time to identify needed changes in the systems before we need to execute a new agreement.

7. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for September showing that we have taken in about \$19,000 in permit revenue for the month. Halik advised that in the five months into fiscal year 2013/14, we have taken in about 84% of our anticipated FY2013/14 budgeted revenue.
- b. Administrator Halik shared the water system pumpage report. The report indicates that we pumped about 41.4 million gallons in the month of August and 35.7 million gallons in the month of September. At this point, we have pumped about 12% less water this year as compared to the same timeframe last year. However, so far, total pumpage is on track to meet our annual pumpage projection of 395,000,000 gallons.
- c. Administrator Halik shared the August and September 2013 Mosquito Status Reports from Clarke Environmental. Due to low overnight temperatures that our area experienced in late August and September, mosquito activity has been diminished.

8. VISITOR'S BUSINESS

(none)

9. COMMUNICATIONS

(none)

10. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Berglund. The meeting was adjourned at 6:25 PM.

(Minutes transcribed by: Tim Halik, 11/1/13)