

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MAY 11, 2015 IN THE WILLOWBROOK POLICE STATION, 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, Assistant to the Village Administrator Garrett Hummel, and Village Resident Blaine Panitch. Absent: Village Administrator Tim Halik.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the April 13, 2015 Regular Meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes as presented. Trustee Berglund seconded the motion. Motion carried.

4. VISITOR'S BUSINESS – Village resident Blaine M. Panitch regarding the Village's use of Chemical Herbicides in Park Properties

Trustee Mistele welcomed Mr. Panitch to the meeting and asked him to present his information. Mr. Panitch began by referencing his letter (included in the agenda packet) dated 04/13/2015. Mr. Panitch feels the Village contracts for too many applications of herbicide throughout the year. The particular applications that Mr. Panitch does not feel are necessary are the middle of the summer (July) application because he feels the grass has gone dormant and the late fall/winter application because again the grass has gone dormant and the chemicals are simply washed away by the winter snowfall. Mr. Panitch stated that while walking his dog past Village parks, they are exposed to a variety of chemicals due to the Village's application of herbicide. Mr. Panitch cited several articles which he brought to the meeting highlighting various dangers of using/being exposed to lawn care chemicals. Trustee Mistele acknowledged Mr. Panitch's concerns and said the Village would look into reducing the number of applications made by the Village's contractor TruGreen. Mr. Panitch inquired as to whether there was anything the Village could do with respect to restricting homeowners from applying lawn care chemicals. Trustee Mistele stated the Village would not be able to forbid residents from having lawn care chemicals put on their property. Trustee Berglund suggested adding informational material to the Village's website that could inform residents as to any dangers associated with the application of lawn care products. Trustee Mistele thanked Mr. Panitch for coming to the meeting and presenting his concerns.

5. DISCUSSION – HVAC Maintenance Contract Proposals

Assistant to the Village Administrator Hummel advised the Village's agreement with Season Comfort Corp for heating and air conditioning (HVAC) maintenance service has expired. Season Comfort has installed many of the HVAC units currently serving the Village Hall and staff is satisfied with their response time on calls and the quality of their work. However, their fees have increased over time. Upon acquiring the new buildings at 825 and 835 Midway Drive, staff learned that the buildings were under HVAC agreements with The Heat Engineering Company out of Countryside. The former owners of the buildings were very satisfied with the maintenance services provided and advised that their annual fee was by far

the lowest offered by similar contractors. Staff reached out to The Heat Engineering Company for a proposal for HVAC services at all four Village buildings (Village Hall, Police, Public Works, and Community Resource Center). The Heat Engineering Company provided a proposal in the amount of \$4,030 per year which includes preventative maintenance service inspections twice a year, and filter changes three times per year. The Heat Engineering Company also provided a 10% discount on repair parts. Staff recommends the Village accept the proposal from The Heat Engineering Company for HVAC maintenance services. A resolution accepting the proposal would be placed on the agenda for the May 26, 2015 regular meeting of the Village Board. The Committee agreed with the staff recommendation.

6. REPORT – Municipal Services Department

- a. Assistant to the Village Administrator Hummel reviewed the monthly permit activity report for the month of April 2015. The Village has taken in just over \$20,000 in permit revenue for the month of April. Hummel advised that in total for the fiscal year 2014/15, the Village has received approximately 202.73% of the anticipated FY2014/15 budgeted revenue.
- b. Assistant to the Village Administrator Hummel shared the water system pumpage report for March 2015. The report indicates that the Village pumped 28,779,000 gallons in the month of March. Hummel shared that we have pumped about 9% less water this year as compared to the same timeframe last year. Hummel also advised that at eleven months into the fiscal year, we are below where we should be at in order to meet our estimated pumpage projection of 385,000,000 gallons – we are off by about 62,000,000 gallons with one month remaining.

7. COMMUNICATIONS

None

8. 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: Garrett Hummel, 5/29/15)