

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
JUNE 13, 2016 AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Paul Oggerino, and Village Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the May 9, 2016 regular meeting of the Municipal Services Committee, Trustee Oggerino made a motion to approve the minutes as presented. Chairman Mistele seconded the motion. Motion Carried

4. DISCUSSION – 2016 Motor Fuel Tax (MFT) Funded Roadway Maintenance Program

Administrator Halik reminded the Committee that at the February 8, 2016 Village Board meeting, the Board adopted the annual IDOT resolution allocating the use of up to \$442,142 in motor fuel tax funds for both the Village's 2016 Roadway Maintenance Program and the local share of the Clarendon Hills Road STP project. The 25% local share Clarendon Hills Road project is estimated to be approximately \$193,750 which will leave about \$248,392 in funding for the 2016 Road Maintenance Program. Halik advised that our plan for the 2016 season was to continue roadwork within the Waterford subdivision. However, it is the Village's policy to first survey all Village roadways after the winter season to determine whether other roadways are in need of priority maintenance. This year's Village-wide road survey revealed that roads within the southwest quadrant of town are in much worse maintenance condition than the remaining streets within the Waterford Subdivision. Therefore, it was decided that the 2016 program should include work within the Village's southwest quadrant. Halik advised that staff recommends that this year's road maintenance program consist of the milling and overlay of select Village streets, which were identified, full depth patching throughout town, crack filling in select areas, which were also identified, and replacement of pavement markings. Halik also described that in addition to the above, the resurfacing of Midway Drive was included as an alternate bid. If favorable unit prices are obtained, staff would recommend also adding Midway Drive to the resurfacing list. Halik shared that this program was assembled in contract form and sent to IDOT for approval. After the contract document was approved, a Notice of Bid was published on June 9th in IDOT's Contractor Bulletin. The public bid opening will occur at the Village Hall on June 20, 2016 at 10:00 AM. The bid results will be brought back to the Municipal Services Committee for review and consideration on July 11, 2016. The Committee members were in agreement with this year's MFT program.

5. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for the month of May 2016. Halik advised that the Village received about \$28,400 in permit revenue

for the month. This amount represents approximately 12% of the total budgeted amount of revenue for fiscal year 2016/17.

- b. Administrator Halik shared the water system pumpage report for April 2016. The report indicates that the Village pumped 26,791,000 gallons of water in the month, bringing the total amount pumped for the fiscal year to 352,856,000 gallons, which is very close to our estimated pumpage projection of 350,000,000 gallons.
- c. Administrator Halik shared the April and May 2016 scavenger reports from the vendor, Republic Services. This report contains information pertaining to the tons of refuse and recyclable material collected by the scavenger in Willowbrook each month.
- d. Administrator Halik reviewed the May 2016 Clarke Environmental Program Update. He noted on page 3 of the report that we've experienced some malfunctioning of our New Jersey Light Trap. The problem was identified to be a disruption of electric service to the concession building located at Community Park, where the trap is located. Our electrical contractor checked the building but found all electrical installations in proper working order. We then reported the issue to ComEd. Their crews found a nearby faulty transformer that was causing the interruption of service. The internal oil within the transformer had leaked out, killing the grass in the area, and causing the transformer to overheat and shut-down. The transformer was repaired and the turf replaced by ComEd.

6. VISITOR'S BUSINESS

(None)

7. COMMUNICATIONS

(None)

8. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele. The meeting was adjourned at 5:45 PM.

(Minutes transcribed by: Tim Halik, 7/7/16)