

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL  
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,  
JULY 13, 2009 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE  
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

Trustee Kelly called the meeting to order at 6:30 PM.

2. ROLL CALL

Those present at roll call were Trustee Terrence Kelly, Director of Municipal Services Tim Halik, and Village resident Phyllis Zimmer. Chairman Mike Mistele was absent.

3. APPROVAL OF MINUTES

After reviewing the minutes from the June 8, 2009 regular meeting of the Municipal Services Committee, Trustee Kelly made a motion to approve the minutes.

4. REPORT – Water Storage Tank Rehabilitation Project – Bid Results

Director Halik advised the Committee that the public bid opening for the water storage tank rehabilitation project took place on Tuesday, June 30<sup>th</sup>. A total of five sealed bids were opened. Unfortunately, all bids exceeded the engineer's original cost estimate to complete the work. Halik advised that the bids were approximately 152% higher than what was estimated. Staff intends to meet with representatives from CBBEL and at least the project low-bidder to determine why bids came in high. Halik stated that at this time he is unsure whether the scope of work of the project changed during the drafting of the bid specifications, or whether there are special construction considerations, such as OSHA protective measures, that were not anticipated coming into play for some of the work. Therefore, he advised that after he meets with the engineering consultant and vendors, he will provide an update report and recommendation to the Committee. Trustee Kelly asked when Halik would plan on coming back to the Committee. Halik advised that he would still like to salvage this project and get the work done this Fall, so he intends to come back to the Committee at the next meeting with a recommendation to proceed. Lastly, Halik advised the Committee that Chairman Mistele provided comments on this item. He stated that he agrees that no action should be taken at this time, so that staff can meet with CBBEL to determine what happened. Trustee Kelly was in agreement.

5. DISCUSSION – 2009 MFT Roadway Maintenance Program – Bid Document

Director Halik advised the Committee that, as reported during the previous Board Budget Workshop, staff has surveyed all streets in town to determine an appropriate maintenance program for this year, based on the condition of the roadways. He advised that this year's program will include significant full-depth roadway patching on various streets, crack filling the remaining twenty streets that were not completed during the 2007 Program, and the replacement of thermoplastic pavement markings at various locations in which the previous markings are extremely worn. In addition to this right-of-way work, this year's program will also include crack filling, seal coating, and re-striping of the parking facilities at the Village Hall, Community Park, and Willow Pond Park. Halik advised that although funding for this portion of the project was included within the General Fund, it is believed that more competitive pricing can be obtained through the MFT bid process. Therefore,

this work will not be paid out of the MFT fund, but will be added to the MFT contract and paid from the General Fund, which is allowable under the IDOT process. Halik reported that the available MFT Fund balance is approximately \$90,000. The FY09/10 General Fund Budget also includes additional funding, approximately \$30,000, for the parking facilities work. The engineer's opinion of probable cost for the full project, at \$136,008.50, is slightly higher than the funding we currently have available. In this case, given the coverage is not excessive, staff is optimistic that the engineer's estimate may be slightly high, and we can receive a very competitive bid on the work. However, if the lowest qualified bid amount is still higher than we have budgeted for this year, the contract proposal and specifications include the ability for us to reduce quantities as needed so as not to exceed our available funding. Halik reported that the completed bid document was sent to IDOT for approval on June 29th. Staff anticipates that IDOT approval will be received within 2 to 3 weeks time. At that time, the project will be advertised for bidding in IDOT's newsletter for two (2) weeks before a bid opening occurs. After the bid opening, The Municipal Services Committee will review the bid tabulations prior to the Village Board awarding a contract. Staff estimates that the work could begin in mid-August and be completed by mid-September. Trustee Kelly indicated that the plan sounds fine. Halik reported that Chairman Mistele also provided comment that the plan is acceptable.

6. DISCUSSION – Public Works Garage Identification Signage

Director Halik advised the Committee that staff has considered appropriate identification signage that could be added to the new public works garage. Halik advised that the basis of the design was provided by comments from President Napoli. There are two available options for signage. The first being a wall mounted sign on the east façade of the building. Halik advised that the east wall of the building is externally illuminated by ground mounted lights, so the wall sign would not need to be illuminated. The second option would be a relatively small freestanding sign that would be located in close proximity to the access drive from Willowbrook Centre Parkway. Halik shared that the cost of the wall sign, including installation, is \$2,355.00, the cost of the ground sign installed is approximately \$1,420.00, depending on which version is chosen, and the cost of both signs, installed is \$3,775.00. Trustee Kelly expressed concern for the proposed location of the freestanding sign, in that it could either obstruct a driver's vision when leaving the site, or could possibly be hit if a large vehicle turning may possibly mount the curb. Halik responded that those were valid concerns that staff would take into consideration. Halik advised that Chairman Mistele requested a site meeting to consider the signage. Therefore, a meeting has been scheduled for Wednesday, July 15<sup>th</sup> at 9:00 AM. Halik asked if Trustee Kelly could also attend the meeting. Trustee Kelly stated that he had a conflict, but would defer to Chairman Mistele to approve an appropriate design.

7. DISCUSSION – Burr Ridge Request to Participate in Project – Garfield Road Reconstruction / Improvement

Director Halik advised the Committee that Burr Ridge has proposed a project which includes the reconstruction of Garfield Avenue from Plainfield Road north to 59<sup>th</sup> Street. The project would rebuild the street as an improved cross-section including new storm sewers, curb and gutter, and sidewalks. Burr Ridge's engineer has estimated the cost of the entire project to be no less than \$2 million with an additional \$300,000 in design and construction engineering fees. Burr Ridge proposed that both jurisdictions would file a joint application for federal funding which would cover 70% of the cost, excluding engineering, which is not eligible. According to the Burr Ridge estimate, Willowbrook's

total share of the project would be \$342,000. Halik advised that both he and Administrator Modaff reviewed the Burr Ridge proposal. Under the Village's current roadway maintenance program, he advised we would spend less than \$100,000 over the next 15 years maintaining Garfield Avenue. In addition, there have been no requests by residents to complete such a project. Therefore, this project has not been previously identified as a capital priority, nor has any funds been earmarked for the work. As such, Halik advised that it was staff's recommendation to decline Burr Ridge's request to participate in the project. Trustee Kelly was in agreement. Halik reported that Chairman Mistele recommended that the numbers within the documents provided be reviewed. He noted a possible discrepancy regarding the \$1 million per lane mile estimate to other cost breakdowns within the memorandum. However, Chairman Mistele concurs with the staff recommendation. Halik reported that he would advise Burr Ridge that we decline participation in this project.

8. DISCUSSION – DuPage County Intergovernmental Agreement – Contribution for Engineering Costs for Route 83/Plainfield Streetlight Installation Project

Director Halik reminded the Committee that the Village received an approximate \$700,000 stimulus grant to complete a streetlight project at the intersection of Kingery and Plainfield Road. However, the cost of engineering services associated with the project, totaling approximately \$92,000, is not grant eligible. Therefore, staff requested a contribution from both DuPage County and IDOT to help pay for the required engineering. DuPage County agreed to contribute \$30,000, and additional funds were added within the Illinois Capital Bill, which Halik advised was signed by the Governor today, to help offset the engineering expenses. If both contributions are received, the Village will end up paying approximately \$12,000 over two fiscal years for an approximate total \$800,000 project. Halik advised that the IGA with the County for consideration by the Village Board this evening, formally provides the \$30,000 contribution for the lighting project, and also formally conveys the maintenance of the Plainfield Road parkway trees planted in conjunction with the Town Center development to the Village. Halik advised that the County does not allow parkway trees on their rights-of-way. Therefore, the only way to obtain them is for the Village to agree to maintain them, which we did. Trustee Kelly was in agreement. Halik advised that Chairman Mistele also indicated that he was in agreement.

9. DISCUSSION – 2009 STP Federal Grant Application – Route 83 and 63<sup>rd</sup> Street Lighting Installation Project

Director Halik reminded the Committee that at the time we were advised of the Kingery & Plainfield Road lighting project stimulus funding award, the Village had also applied for funding for another street lighting project at Kingery & 63<sup>rd</sup> Street, which didn't rank high enough to be funded within the first group. However, Halik advised that the Kingery & 63<sup>rd</sup> Street project still did rank relatively high making it a viable project in the future. Halik advised that this project would not be fully funded, but would require 30% local funding as an STP project. Therefore, Willowbrook would be faced with a local share of approximately \$321,000. Although, due to advanced funding, the DuPage Mayor and Managers Conference advises that no new applications would be funded until 2013. Halik advised this would provide an extended period of time for Willowbrook to seek funding alternatives. In addition, if the project did become funded, the Village could always drop out or request to be skipped. This is what the Village did several times for the 75<sup>th</sup> Street extension project. Therefore, Halik stated that staff recommends that we submit an application for this project prior to the August 14<sup>th</sup> deadline. The Village engineering consultant could complete the application documents for under

\$1,000 in billable expenses. Trustee Kelly was in agreement with the staff recommendation. Halik shared that Chairman Mistele also agreed with the staff recommendation, but asked how much it would cost to have CBBEL prepare the application. Halik stated that he would advise Chairman Mistele it would be under \$1,000.

10. DISCUSSION – Municipal Services Department

- a) Director Halik advised that the monthly department permit activity report for June was included in the packet. The report indicates that permit revenue continues to be low. The department brought in a total of \$6,000 in permit revenue for the month of June.
- b) Halik reported that the water system pumpage report was included in the agenda packet for information. Halik advised that the water system pumpage report for this month included the first month for Fiscal Year 09/10. The report indicates that we pumped over 31 million gallons for the month of May 2009, which represents about 8% of our pumpage projection.
- c) Halik advised that the May 2009 Status Report from Clarke Mosquito is included in the packet. Halik stated that the mosquito counts were very high prior to the holiday weekend, at one point reaching over 200 female mosquitos in the trap. Therefore, staff authorized a Village wide spraying application to control the mosquito population. The spraying occurred on the evening of Wednesday, July 1<sup>st</sup>. The trap counts after that time were greatly reduced. However, Halik cautioned that the prevailing evening temperatures during that week were also lower, which will reduce mosquito activity overall. Halik advised that the Village will continue to monitor the trap counts through Clarke and will take appropriate action as recommended by Clarke.

11. VISITOR'S BUSINESS

Village resident Phyllis Zimmer advised that she was addressing item number ten, c on the agenda regarding the Clarke Mosquito report. Mrs. Zimmer advised that the Willowbrook culvert is causing stagnant water on her property, which in turn is causing mosquitos, which in turn is causing West Nile Virus. Mrs. Zimmer reported that she has contacted Clarke Mosquito on several occasions, and they have come out and found culex mosquitos. The Clarke inspector was out on July 3<sup>rd</sup> and returned later and found numerous breeding. Mrs. Zimmer stated that the removal of the culvert is required. She directed the Committee to two photos which she had brought in showing the horrendous situation on her property. In closing, she thanked the Committee for listening.

12. ADJOURNMENT

Motion to adjourn made by Trustee Kelly. The meeting was adjourned at 7:12 PM.

(Minutes transcribed by: Tim Halik 08/06/09)