

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
FEBRUARY 9, 2009 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mistele called the meeting to order at 6:40 PM.

2. ROLL CALL

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

3. APPROVAL OF MINUTES

After reviewing the minutes from both the December 15, 2008 regular meeting of the Municipal Services Committee, and the January 26, 2009 special meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve both sets of minutes, Trustee Kelly seconded the motion – motion carried.

4. REPORT – Status of FEMA Project Worksheet Request for Reimbursement (September 13, 2008 storm)

Director Halik recalled for the Committee that the Village experienced a severe rainstorm on September 13, 2008 which extended into the following day. Heavy rains over the extended period of time resulted in record rainfall and flooding in several areas of the Village. An obstructed storm sewer that drains the Waterford detention basin inundated park facilities within the basin. Executive Pond overtopped its banks and caused temporary street closures within the Executive Plaza. Public works crews spent many hours monitoring key drainage outfalls, clearing obstructions, and erecting both cautionary and closure signage on various roadways. In the days following the event, a four inch (4”) pump was used to remove flood waters from the Waterford detention basin, a contractor was hired to clear the obstruction in the affected storm sewer, and a street sweeper was hired to remove the debris on the streets within the Executive Plaza, once floodwater receded. On October 15, 2008, the President declared a disaster enabling the issuance of Federal public assistance funds. Therefore, the Village submitted an application for partial reimbursement of our expenses relating to this incident. Under the Federal Public Assistance Program, 75% of the approved expenses are eligible for reimbursement. Our application was accepted, and over the next several months, staff met with FEMA representatives to draft our incident “Project Worksheet” and finalize our application for reimbursement. Our original estimate of expenses relating to this incident totaled \$13,885.53. Of that total, \$8,938.93 was determined by FEMA to be eligible expenses under the Program. Therefore, we were approved for a reimbursement of \$6,704.20, which is 75% of our total eligible expenses. Halik advised that the complete Project Worksheet for our reimbursement application was included in the committee packet. We are awaiting receipt of the payment check from the Illinois Emergency Management Agency (IEMA). Halik concluded that although the Federal Public Assistance Program process and completion of the required Project Worksheet proved to be arduous at times, we were ultimately able to recoup a portion of our expenses relating to our required response to this storm event, which made the effort worthwhile.

5. REPORT – Public Works Garage Construction – Status Update

Director Halik provided the Committee members with a brief update on several items pertaining to the construction of the public works garage. Specifically, the completion of the masonry and setting of the structural steel, the status of the rock salt storage building, the final colors of the masonry veneer and a possible upgrade in the roof cover material to a metal roof, given the drop in material prices. Chairman Mistele suggested that staff pay close attention to the fastening details within the bid documents for the proposed salt storage building. He advised that due to the corrosive environment the structure will be in, all fasteners must be stainless steel or adequately coated to prevent their corrosion. Chairman Mistele also inquired whether staff had been advised of the manufacturer of the proposed metal roofing. Halik responded that he could not recall the name of the manufacturer. Chairman Mistele suggested that staff and the project architect review with the roofer the proposed installation of the radius of the arc in relation to the roof seams. Also, the method of attachment of the metal roof panels and the need for an added vapor barrier should be reviewed. Halik advised that he would work with the project architect to ensure all such necessary items as part of the roof material substitution are addressed. Director Halik also inquired whether the Committee wanted to consider a dedication plaque for the new building. Chairman Mistele responded that such plaques are typically around 24” by 30” in size and could cost up to \$2,000 depending on how many names appear on it. However, he felt that this would be money well spent and that staff should work on a design for a plaque. Chairman Mistele also inquired about the HVAC plans, the proposed method of concrete floor finish, and the potential cost of an epoxy coating versus ceramic tile in several areas. Halik advised that staff has requested a price from the contractor to substitute staining of the concrete in several rooms as opposed to the ceramic tile. Halik advised that this should result in a significant cost savings. Chairman Mistele also suggested that the remainder of the concrete floor should be rough-broomed, as opposed to hard-troweled, so it would not be so slippery. Trustee Kelly asked what the current completion date was. Halik answered June 5, 2009. Chairman Mistele provided a brief summary of the winter conditions that were approved in an effort to try to keep the completion date on track. Lastly, Director Halik described a change order required for the electric service installation for the facility, which will be on the February 23rd Board agenda for approval.

6. DISCUSSION – Municipal Services Department

Director Halik advised that the monthly department permit activity report for both December and January, along with the water system pumpage report, was included in the agenda packet for information. Chairman Mistele suggested that staff may want to check the building permit revenue number used for FY 09/10, given the large drop in permit activity we are currently experiencing and most likely will continue to experience.

7. VISITOR’S BUSINESS

Village resident Phyllis Zimmer updated Trustee Kelly on stormwater flooding that had previously occurred in her neighborhood. She advised that the water is contaminated from various septic systems in the area. She advised that the intentional plan to use her private property for stormwater storage has been in the works for some time. She shared pictures that she had taken of water and area culverts. She advised that it is incogitable that the Village hasn’t done something about this in light of the fact that she prevailed in

the lawsuit. She suggests that the Village Trustees examine the books regarding her issue and the Village expenses that are being spent, but not spent to address her issue. She advised that she has lived there for over sixty years and there is outdated infrastructure. She advised that her property was targeted and ruined. She advised that during the September 13, 2009 rain storm, two floors of her house took on water. Director Halik asked Mrs. Zimmer to clarify which two floors of her home took on water during the September 13th storm. Mrs. Zimmer responded that both a below grade basement, and a ground level room experienced water intrusion. She further clarified that it was not a second floor. In closing, she advised that she appreciates the Committee listening to her concerns.

5. ADJOURNMENT

Motion to adjourn made by Chairman Mistele, and seconded by Trustee Kelly. The meeting was adjourned at 7:20 PM.

(Minutes transcribed by: Tim Halik 03/02/09)