

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES  
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,  
JULY 8, 2019 AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE  
OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Chairman Paul Oggerino, Trustee Terrence Kelly, Assistant Village Administrator Michael Mertens, Superintendent of Public Works Joe Coons, Dan Lynch of Burke Engineering and George Guidarelli from MGM Services from 7575 Plaza Court Willowbrook.

3. APPROVAL OF MINUTES

After review of the draft minutes from the May 13<sup>th</sup>, 2019 regular meeting of the Municipal Services Committee, Trustee Terrence Kelly made a motion to approve the minutes as presented. Chairman Paul Oggerino seconded the Motion. Motion Carried.

4. DISCUSSION – A Short-Term Contract Extension with Republic Services for Scavenger Services for Single Family Residential Homes in the Village of Willowbrook

Assistant Administrator Mertens discussed that he and Superintendent Coons met with Republic Services after the May 13<sup>th</sup> MSC meeting to attempt to get a short-term contract extension. Our current contract will be expiring December 31<sup>st</sup> 2019. The Village is looking for a seven-month extension to get us through the month of July 2020. Assistant Administrator Mertens went on to discuss the 3% yearly increase going forward and the new \$1.62 recycling processing fee. Republic Services also said they would go to a one day a week pick up schedule instead of the three-day schedule currently in place. This would take place as of January 1<sup>st</sup> 2020 and communication to the residents would be required to make them aware of the change. Assistant Administrator Mertens then discussed bringing the extension to the board in two weeks and begin to fine tune the RFP in the fall to give us plenty of time for the bidding process. Assistant Administrator Mertens commented that the attorney has already done the write up for the extension and to have it put on the next board agenda. Trustee Kelly made a motion for this recommendation and Chairman Oggerino seconded the motion.

5. DISCUSSION – A Proposal for Professional Engineering Services for the Village of Willowbrook Stormwater Master Plan for Executive Plaza Drainage Area.

Assistant Administrator Mertens began the conversation explaining the flooding concerns of George Guidarelli from 7575 Plaza Court including the entire Executive area. Discussion went on explaining how the area was designed in the 1970's to hold storm water. Mr. Mertens spoke with Guidarelli in

April about these concerns, and a meeting between Mr. Lynch, Mr. Mertens, Mr. Coons and Foreman of Public Works, Mr. Passero followed to go over plans of the area. After our meeting, Mr. Lynch had an updated aerial map made of the Executive area and was asked to prepare a proposal for Stormwater Master Plan (SMP). Mr. Lynch then gave a very detailed description of the way the storm system in the Executive works today. An extensive conversation between everyone present continued with everyone adding information regarding the past experiences and knowledge of the Executive area. Mr. Lynch added that the last study of the area was done in 1993. There were talks about the way new developments are done by today's standards. Mr. Lynch went on to say that the Public Works department had jetted out a storm line and repaired a pipe that had collapsed recently. Mr. Mertens added that we have the proposal, at a cost of \$48,400, and that it would need to be determined if we budget this for the upcoming year, or pull funding from another project that was budgeted for this year. Trustee Kelly asked how long the study would take and Mr. Lynch estimated 3-4 months. See attached SMP for details.

6. DISCUSSION – Project Reports:

a) Village Hall – Parking Lot Renovation

Mr. Lynch is working on the plans to finish them up so that it can go out for bid. Looking for late July bid and present to the Board the last meeting in August.

b) Village Hall – Repair of Front Pylon Wall

Work scheduled to begin on July 18<sup>th</sup>. Area of the work will be barricaded off, allowing for access to the front door of the Village Hall.

c) Village Motor Fuel Tax 2019 Program

Mr. Lynch commented that the bid documents are at I-DOT for review and were submitted June 28<sup>th</sup>. Once I-DOT gives the go ahead, we would be looking at the first meeting in August to award the bid.

d) Architectural Services for CRC Interior Design

Meeting was scheduled for July 9<sup>th</sup> with the architect to begin interior design. Discussion to bring in Trustee Michael Mistele to help in the design phase was talked about moving forward.

7. SUPERINTENDENT OF PUBLIC WORKS UPDATE

Tree planting program has been completed. Superintendent Coons suggested perhaps doing the tree program differently because when involving the residents in the selection process, this becomes somewhat difficult. Assistant Administrator Mertens suggested that we decide what species of tree we would like to plant and take the homeowner selection out of the equation. Superintendent Coons also discussed various drainage issues and some of the problem solving that was done. Superintendent Coons spoke of 2 main breaks that required some special treatment and were repaired. A new locator was to be delivered on July 10<sup>th</sup> and training was to follow on that day. Coons also discussed the growing problem of cutting resident parkways. An email had been

sent to our Code Enforcement Officer, Karyn Byrne, to see what action the Village can take.

8. VISITORS BUSINESS

George Guidarelli from MGM Services attended the meeting to discuss the flooding and business impact concerns related to the flooding for the Executive Plaza area.

9. ADJOURNMENT

Motion to adjourn was made by Trustee Kelly. Seconded by Chairman Oggerino. The meeting was adjourned at 6:27 PM.