

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL  
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,  
SEPTEMBER 13, 2010 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE  
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

Chairman Mike Mistele called the meeting to order at 6:30 PM.

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Village Administrator Tim Halik, Administrative Intern Garrett Hummel, and Village resident Phyllis Zimmer. Absent: Trustee Paul Schoenbeck.

3. APPROVAL OF MINUTES

After reviewing the minutes from the September 9, 2010 regular meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes.

4. DISCUSSION – Fall Brush Collection Program

Administrator Halik advised the Committee that earlier this year, the Village's regular tree maintenance contractor, Kramer Tree Specialist, Inc., completed the Village-wide Spring brush collection program. Rather than a curb-side brush chipping program, the Village has moved towards a curb-side brush collection/grinding program. The collection/grinding program includes a contractor picking up brush using grapple-loader equipment and transporting the brush to a central location in town where it is then ground into high quality mulch using a vertical grinder. The mulch is then used throughout the parks, in landscape beds on Village rights-of-ways, and at other Village facilities. This has saved the Village considerable expense by not having to purchase mulch separately. This collection method is also less noisy, does not create a mess in the street, and is environmentally friendly, given the mulch is used throughout town and not merely hauled off to a landfill. Halik advised that the final cost of the collection/grinding program this past Spring was \$9,468. To ensure Kramer's price remained competitive, staff solicited proposals from several other reputable tree maintenance contractors, but concluded that Kramer's price is still the lowest to complete the program. Therefore, Halik advised that staff would recommend we continue the program this Fall using Kramer Tree Specialists. Halik advised the Committee that due to the number of calls we have received from the community, we will strive to schedule the brush collection a week earlier than usual – perhaps starting on October 18<sup>th</sup>. The Committee agreed, and authorized placing this item on the consent agenda for the next Village Board meeting.

5. DISCUSSION – Exterior Door Replacement Quotes

Administrator Halik advised the Committee that the Fiscal Year 2010/2011 Budget includes funding to replace various deteriorated exterior building doors. Maintenance Technician Tony Witt obtained proposals from two reputable door companies for the needed replacements. Halik advised that the quotes were very different, but the proposal offered by BEMMCO Door & Hardware in the amount of \$5,200 represents the low proposal. Halik advised that this amount is below the budgeted amount to complete the

work. Therefore, staff would recommend that it be accepted. Chairman Mistele advised that he had reviewed each proposal and is concerned whether each company submitted bids for the same replacement. He advised that one quote references a galvanized door, but the other does not. In addition, flush bolts should be specified on the inoperable side of a double door. Chairman Mistele stated he does not believe the quotes are apples-to-apples. Halik responded that staff will contact each of the vendors to ensure their submitted bids reflect prices on the same product sought.

6. REPORT – Status Update: Illinois Capital Bill

Director Halik advised the Committee that during the Summer of 2009, the Village was contacted by two State Representatives, the Honorable Patricia Bellock and the Honorable Jim Durkin, pertaining to Senate Bill 1221, which was signed into law on July 13, 2009. The law, known as the Illinois Capital Bill, was meant to provide \$31 Billion in funding to public entities for infrastructure improvements. The Village of Willowbrook provided details on several potential local projects, many of which were included within the bill. In August 2009, the Village received notification that the Illinois Department of Commerce and Economic Opportunity would be processing our grant requests. However, the notification received also contained a disclaimer that the grants are funded by bonds that were underwritten by several state funding sources, such as video gambling and state liquor tax revenues, which still remain questionable. Earlier in the year it was reported that the State did complete a bond sale which will begin to make some funding available for the projects identified within the Illinois Capital Bill. In August of this year, the Village received a grant survey from the DCEO for one of the projects we applied for. The information within the completed survey will be used to develop a Grant Agreement to allow the DCEO to administer the funds to Willowbrook for the specific project. The grant project survey that was received by the DCEO was a \$50,000 grant to partially fund street light improvements at Kingery Hwy. and Plainfield Road. Halik advised that, although the actual construction of the lighting improvements will be funded by the American Recovery and Reinvestment Act/2009, the required engineering design and construction oversight for the project, in the amount of \$92,000, was not grant eligible – this amount was funded by the Village. The Village was successful in seeking a \$30,000 reimbursement of this expense from DuPage County. We also, through the Illinois Capital Bill, requested that the State also contribute \$50,000 toward this expense. Halik advised that staff contacted Mr. James Reed at the Illinois DCEO to confirm that this funding could be received as a reimbursement for Village expenses already paid. Mr. Reed advised that the grant could be structured in a reimbursement format. Halik shared that Administrative Intern Garrett Hummel completed the attached grant project survey and submitted it to Mr. Reed at the Illinois DCEO on September 9, 2010. According to information received from the DCEO, there is no set timeline for grant recipients to receive funds. Staff will keep the Municipal Services Committee apprised on the status of the Village grant applications through the Illinois Capital Bill. Chairman Mistele shared that his feeling is that it would be doubtful that the Village receive such grant funding from the state.

7. DISCUSSION – Municipal Services Department

- a) Director Halik advised that the monthly department permit activity report for August is included in the packet. Halik noted that the Village has taken in slightly under \$18,000 in permit revenue for the month. As such, to date we have taken in approximately 80% of our projected permit revenue for Fiscal Year

10/11. Halik stated that the amount taken in marked the second consecutive month that permit revenues were on the rise.

- b) Director Halik reported that the water system pumpage report was also included in the agenda packet for information. Halik noted that at this time we are on track with our Fiscal Year 10/11 pumpage projection of 375,000,000 gallons.
- c) Director Halik stated that the August Status Report from Clarke Environmental, the Village's mosquito abatement contractor, was also included in the packet. Halik noted that rainfall totals for the month of August were below average. This fact, coupled with the lower overnight temperatures, is helping to bring the mosquito nuisance level back in check. Halik advised that recent light trap counts have come back under the 30 level, which was good.

8. VISITOR'S BUSINESS

Village resident Phyllis Zimmer advised the Committee that approximately one acre of her property is underwater. She stated that the Village and County are creating a perfect environment for mosquito breeding on her property. She stated that the Willowbrook installed culvert is a violation and that her property was not a natural wetland prior to the placement of the culvert. She stated that the courts awarded her damages to relocate the wetlands, but she cannot due to the increased storm water that Willowbrook is sending her way. She stated that the fact that Willowbrook does not agree with the findings of the court is despicable. Chairman Mistele thanked Mrs. Zimmer for her comments, but stated that the issue is really beyond the purview of this Committee. Mrs. Zimmer stated that he keeps telling her that, but she's not sure what it means. Administrator Halik offered that the drainage issue has already been discussed at the full Village Board level and action was taken to return the culverts to their previous sizes. Therefore, it is not a topic of further consideration by the Committee.

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele. The meeting was adjourned at 6:55 PM.

(Minutes transcribed by: Tim Halik 10/07/10)