

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
JULY 11, 2011 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mike Mistele called the meeting to order at 5:58 PM.

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Trustee Sue Berglund, Administrator Tim Halik, and Management Analyst Garrett Hummel. Absent: None.

3. APPROVAL OF MINUTES

After review of the draft minutes from the June 13, 2011 regular meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes. Trustee Berglund seconded the motion. Motion carried.

4. DISCUSSION – Residential Solid Waste and Recycling Collection Services Contract

Administrator Halik advised the Committee that the Village's contract for scavenger services will expire at the end of 2011. Halik further advised that there is a renewal provision in the current contract, should the Village desire to exercise that option. Therefore, Halik asked Analyst Hummel to meet with Republic Services to determine what costs they would propose within a renewal contract. Halik then asked Hummel to present the information we have received from Republic Services. Analyst Hummel stated that there is an option to renew the contract for up to 4 years. With regard to costs, Hummel called attention to a cost matrix included in the agenda packet. He advised that the average price increase per year offered was 2.8%. He further advised that a recent refuse survey indicated that this amount is well below the contract price increases in other communities who averaged between 4% - 6%. In addition, Hummel advised that really the only complaint we receive from the community is a request for a discounted price for senior citizens. Therefore, Hummel asked Republic to consider a discount for seniors in the new contract. Republic offered a 10% discount off of the price of the 35 gallon toter for seniors. Hummel advised that there are several other items included in the offered contract including a fuel subsidy, detailed on page 14, and a contract re-opener provision if state laws affecting refuse or recycling collection are changed. With regard to the fuel subsidy, Hummel explained that it would apply only if the cost of diesel fuel were to exceed \$4.25 per gallon. Hummel also noted that \$4.25 is a higher amount than he has seen in other municipal contracts. Chairman Mistele asked about a public awareness program. Hummel advised that a mailing to all residents would be performed at the start of the new program. Chairman Mistele also inquired about the arrangement for brush collection services. Administrator Halik advised that part of our annual brush collection program is subsidized by the refuse collection fees. Chairman Mistele recommended that the proposed renewal contract from Republic Services be brought to the full Board for consideration. Trustee Berglund agreed.

5. DISCUSSION – Regulatory Sign Inventory and GIS Database Incorporation Project

Administrator Halik reminded the Committee that changes to the Manual on Uniform Traffic Control Devices approved by the federal government were discussed at the Board Budget Workshop in March of 2011. The changes require that minimum reflectivity levels be maintained for all traffic signs. As a result, funds were included in the FY 2011/12 budget for this project. Halik advised that all agencies are required to bring their signs into compliance in accordance with a set of deadlines, the first one being January 22, 2012, which requires that a sign assessment be completed. The next deadline is January 22, 2015 to replace all regulatory signs, and the last deadline being January 22, 2018 for replacement of all street signs. In anticipation of the first deadline of January 2012, staff has solicited a proposal from CBBEL to complete a sign assessment which would include a field inventory, in both paper and GIS format. In order to reduce costs, staff has discussed with CBBEL having a summer intern perform the field work. By completing the work in this manner CBBEL has submitted a proposal in an amount not to exceed \$4,500 to complete the project. Once the proposal is accepted, the work can be completed in 90 days. The Committee mentioned that this requirement sounded like an unfunded federal mandate. Halik agreed, and advised that after the new regulations were announced, various responses were received by the Federal Highway Administration requesting a time extension on the deadlines. However, at this time the FHWA has not responded to those requests. Chairman Mistele agrees with the project, given it is a mandate, and recommended that the item be placed on the consent agenda for approval at the next Village Board meeting.

6. REPORT – Municipal Services Department

- a. Administrator Halik shared the June monthly permit activity report showing that we have taken in about \$8,200 in permit revenue for the month.
- b. Administrator Halik shared the water system pumpage report. Halik noted that the numbers for the month of May represents the first month in the new fiscal year. The report indicates that we have pumped about 3% less water in May than we had the previous year. Halik also mentioned that after consideration he decided to keep last year's estimated pumpage projection of 375,000,000 gallons pumped for the year as this year's projection. Therefore, we are currently on track with that projection having pumped 8.5% of the projection in month one of the fiscal year.

7. VISITOR'S BUSINESS

(none)

8. COMMUNICATIONS

Administrator Halik provided an update on the completion of this year's MFT Program.

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Berglund. The meeting was adjourned at 6:25 PM.

(Minutes transcribed by: Tim Halik, 9/2/11)