

**MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON WEDNESDAY, MARCH 11, 2015, IN THE SAVANNAH BOARDROOM OF THE HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

**A. CALL TO ORDER**

Chairman Armstrong called the meeting to order at approximately 6:04 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following persons were:

Present: Chairman Armstrong, Member Clark and Member Towne

Absent: None

Chairman Armstrong declared a quorum present.

Also in attendance: Bob Irvin, Village Administrator; Scott Anderson, Village Engineer; Colleen Liberacki, Deputy Village Clerk. Chairman Armstrong declared a quorum present.

**C. APPROVAL OF MINUTES FROM FEBRUARY 11, 2015 MEETING.**

Meeting minutes from February 11, 2015 were reviewed and it was moved by Chairman Armstrong, and seconded by Member Clark that the meeting minutes were approved as presented. The motion was carried.

**D. ROAD CONSTRUCTION/REPAIR ACTIVITIES**

Chairman Armstrong noted that there were numerous potholes on Riverwoods Blvd, and Scott Anderson stated that they were patchable. Member Clark noted that the edge of paving was breaking away on Little St. Mary's Road and Old School Road, of which he sent a picture to Chairman Armstrong documenting same. He felt that this was unfortunate, since that roadwork was less than a year old. Member Clark believed that the tree trimming by Asplundh was responsible, working on behalf of Commonwealth Edison and wondered if they were bonded on this job. Scott Anderson suggested regrinding the edge and to create a bigger patch. Member Towne suggesting writing a letter to Asplundh or Commonwealth Edison and Member Clark thought it would not hurt to try. Scott Anderson will give an estimate to repair the damage.

**E. DISCUSSION OF THE 2015 MAINTENANCE ACTIVITIES**

Scott Anderson said that he was trying to get the salt issue resolved with Lake Forest, getting them to take the minimum quantity delivered. Bob Irvin reported that their salt dome is under repair and the surface is being repaved. He estimated that the concrete would be cured mid-April, early May and then they would accept delivery. The village has until June 30<sup>th</sup> to purchase the current contract commitment.

Bob Irvin noted that CMS was offering salt at \$137/ton and Lake County was offering the same at \$67-\$71/ton. He offered to rebid with CMS, as the salt prices plummeted due to less demand than last year or use the Lake County at the confirmed price. Bob Irvin said we must

decide by 3/31/15 on the Lake County contract. Member Towne suggested going with Lake County as the salt supplier, due to their low price and Chairman Armstrong agreed.

**It was moved by Member Towne and seconded by Member Clark, to recommend to the Village Board that they accept the offer to purchase salt from Lake County at \$67-\$71/ton, minimum purchase 150 tons. The motion was carried.**

#### **F. DRAINAGE**

Member Towne noted that the culvert drainage looked good, since there was a moderate thaw and not an excessive amount of rain. Member Clark suggested that homeowners be encourage to dig/rake out their ditches to avoid clogging to help the drainage process.

#### **G. WATER LINES**

Bob Irvin, who was in negotiations with Novak about the water line for the past two years reported that both he and Member Towne met with Mike Kanzler and Paul Bergin of Novak Construction. He stated that Mike Kanzler was unaware of the second letter of credit which existed and Irvin presented it to him. Both Kanzer and Bergin thought that the water main needed to be built as designed, and Bob Irvin followed up with an email on 3/11/15, to further the progress, however, there has been no response to date. Bob Irvin noted that this project was an essential part of development and county policy was for the main to be extended to the end of the property as well.

Member Towne felt no sense of urgency on Novak's part and suggested Jim Ferolo send a letter regarding the \$415K letter of credit, and if no water main were pursued, the letter of credit would be pulled by mid-June. Chairman Armstrong noted that it would cost the village more if the letter of credit was pulled. Member Towne noted that Novak would not be granted permission to drop a well, and urged Bob Irvin to make one more attempt via email, as it's possible Novak was out of town or sick.

Chairman Armstrong noted that regarding Area 2C, they have started moving out and finishing up final numbers. Member Towne suggesting pursuing a pre-approval application for IEPA funding for low interest loan; deadline due 3/31/15. Bob Irvin noted that he had the information necessary, and it is complicated, but could be done. The 2.2% loan rate was available until 9/30/2015 and Mettawa could not be the applicant, that Lake County has to be the applicant and perhaps the board should talk about this before he proceeds. He further stated that the government would reimburse the county for the cost, and other assessments and conditions would apply. He stated that the pre-approval application would act as a placeholder until the IGA would be completed. Member Towne stressed that they should push to submit an application, since these "shovel-ready" project funds were out there, and Bob Irvin would be in contact with Peter Kolb, the Lake County Public Works Director. Member Towne also thought they should let the Village Board know what they were doing.

**It was moved by Member Towne and seconded by Member Clark, to recommend to the Village Board that they pursue the pre-application for IEPA low interest funding for the water main projects. The motion was carried.**

#### **H. 2015 BUDGET**

Bob Irvin suggested that funds be added to the 2015-16 budget for the extra funds needed to accommodate the cost of the salt purchased for the current winter that would likely be paid for after May 1<sup>st</sup>.

## **I. VILLAGE HALL DISCUSSIONS**

Member Clark recapped the sentiment of the Committee of the Whole meeting that took place on Saturday, March 7, saying that he felt the overwhelming sentiment to build a village hall, but a low impact, efficient building rather than an ostentatious one. He felt that the homeowners of the village do not normally gather, so the building would be to accommodate storage, village clerk activities and committee meetings and less than 2,000sq. ft. should be adequate.

That said, Member Clark was approached by another resident with a suggestion to rent an office in the neighboring suburb of Green Oaks, a business office complex at 14052 Petronella Drive. The initial rent is \$1900/month, and improvements such as security system, remodeling and furniture, along with a 3% rental increase over a period of five years would total \$244,147. Member Towne reminded those present that the committee went thru this very same exercise in 2012, before they suggested the idea of building a village hall. He cited the bank building on Route 60 and 21, that was proposed at \$1800/month rent with six months free rent, the AbbVie space down the road was also considered as well as the office rental on the other side of the tollway. All were voted down as unsuitable one way or another for renting, but the outstanding sentiment was that the village hall should be located in the village. Member Towne suggested another accurate comparison would be to look at the numbers 20 years out, after the building was paid for and counted as an asset, and compare it to 20 years of renting, with nothing to show for it.

Swab Smolic, a homeowner echoed that last sentiment, as well as Rick Phillips, who questioned the accuracy of the numbers, comparing the renting figures to the construction loan interest. Member Towne calculated the construction cost of \$750K (land village-owned) and it came to \$4K - \$5K/month, which the village budget could handle. Mary Brennan was still in favor of renting for a year or two to see if that was the better solution. Member Clark was concerned that with all the surveys, cost was never mentioned and it might deter their enthusiasm for a village hall. He further stated that Mayor Urlacher reported a 2014 survey result of 58% in favor of a village hall, but Member Clark felt it was really 42%, with only a 9% return/participation of surveys represented. Mary Brennan stated that Mayor Urlacher agreed to another survey, which would include the cost this time.

Chairman Armstrong was in favor of an efficient, economic building and Member Clark feared that if the building became irrelevant over time, it would be a wasted asset. Rick Phillips stated that the building could easily be converted into a residential structure. Bob Irvin felt that another survey might not yield any more information to make a better decision, because in the end, the seven elected officials would determine the outcome. Chairman Armstrong recalled an analysis of rent vs. build was done and Mayor Urlacher could share the details, but Member Clark argued that the survey carried no cost reference, so it was useless.

Member Clark agreed to work up the 20 year rental cost number for an accurate comparison to building. Member Towne thought that they could not move forward with a more accurate

building construction cost without a bid, design and decision to proceed with the preliminary work-ups. Denis Bohm was convinced enough to pursue the building decision and wanted some accurate figures that he could share with everyone to sell the concept. Bob Irvin noted that the seven village officials have been making large money decisions (i.e. the annual budget and property purchases) for the good of the village all along.

Chairman Armstrong presented the matrix that was used to vote for the most desirable choice, using such criteria as utility access, size, location, etc. and Dreikosen scored the highest. Member Clark noted that both he and Denis Bohm objected to Whippoorwill as a location due to its open land value and previous investment in planting. Chairman Armstrong favored the Dreikosen site and wanted to recommend this to the village board.

**It was moved by Member Towne and seconded by Chairman Armstrong, to recommend to the Village Board that they pursue Dreikosen property located at Route 60 and St. Mary's Road as the site for the village hall. The motion was carried.**

Member Towne wanted to ask the Village Board for funds to conduct preliminary engineering, site plans, easements, delineation, select footprint of design, etc. Rick Phillips stated he would look into a fee range for this. Denis Bohm inquired if it could be a green building, to which Member Towne replied he would like that. Member Towne estimated that the preliminary engineering costs would be between \$5K - \$7K.

**It was moved by Member Towne and seconded by Member Clark, to recommend to the Village Board that they invest in a preliminary engineering and site plan, a cost not to exceed \$7K. The motion was carried.**

Chairman Armstrong commented that the two sewers were not under village control, but they were still ok to use and installing a septic system could be the back up. Scott Anderson suggested creating an easement, and through the easement they could access Lake Michigan water. Member Towne agreed, and noted that he looked up the reflecting documents when the property was purchased.

**I. ANY OTHER ITEMS THAT MAY APPEAR BEFORE THE COMMITTEE FOR DISCUSSION AND POSSIBLE RECOMMENDATION TO THE VILLAGE BOARD**  
Nothing reported.

**J. ADJOURNMENT**

It was moved by Member Towne to adjourn the meeting 7:32p.m., seconded by Member Clark. The motion was carried.

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Colleen Liberacki, Deputy Village Clerk