

**MINUTES OF THE PARKS AND RECREATION COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 7:00 P.M. ON WEDNESDAY, MARCH 11, 2020 IN THE MAPLE ROOM OF HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

**A. CALL TO ORDER**

Chairman Sheldon called the meeting to order at 6:22 p.m.

**B. ROLL CALL**

Upon a call of the roll the following persons were:

Present: Chairman Sheldon and Members Bohm and Pink

Absent: None

Chairman Sheldon declared a quorum present.

Also, Present: Village Administrator, Bob Irvin; Village Clerk, Sandy Gallo; Village Engineer, Scott Anderson and Trustee Towne

Attendees: Trustee Towne, Karen Carruthers, Patty Cork and Jess Ray

**C. APPROVAL OF THE MINUTES OF FEBRUARY MEETING**

Meeting minutes of February 12, 2020 were reviewed. Member Pink submitted some minor changes to be included. It was moved by Member Pink and seconded by Member Bohm that the meeting minutes be approved and placed on file. The motion was carried.

**D. NATIVE LANDSCAPING PRESENTATION FOR OASIS PARK REPRESENTIVE FROM PIZZO GROUP**

Chairman Sheldon said she along with Member Bohm met with Native Landscaping Contractors and ILM a second time to further discuss landscaping ideas for Oasis Park. Last year, the Committee planted 55 trees in the fall and some additional plantings will be completed this year.

Two representatives from Pizzo & Associates, Ltd., Andy Stahr and Nicholas Pizzo, presented to the Committee their native landscaping ideas for Oasis Park. The Pizzo group addressed some of the Committee's concern regarding soil testing, plantings, different seeding for the various areas and the ongoing cost once the park was established. A four-year bid proposal dated March 5<sup>th</sup> was provided to the Committee. Chairman Sheldon commented this year's budget overage provides the opportunity to consider this year's stewardship expense. Village Administrator Irvin questioned if no seeding would occur until the Fall of 2021. Mr. Pizzo confirmed yes.

Drew Johnson walked the Committee through Rocco Fiore and Sons Inc., park map layout of the proposed trees. Mr. Johnson added the trees would be purchased from the Rocco Fiore and Sons Inc., nursery by R.S. Bristol Farm. In addition, Rocco Fiore and Sons Inc., would donate the planting labor and guarantee the trees.

Chairman Sheldon indicated she received a proposal for 43 trees to be planted at the park from R.S. Bristol Farm. Chairman Sheldon asked for a recommendation to approve the spring 2020 tree plantings in

the amount of \$12,869.00. Chairman Sheldon mentioned the plant listing consists of native plantings and trees that are available. Mr. Johnson questioned if some of the trees being planted would tolerate the berm prescribed burns. Mr. Pizzo said his group prepares the areas around the trees during a prescribed burn and they do create proper breaks to reduce trees from being burnt. Mr. Pizzo responded to Mrs. Cork's concern of the grass seed survival count and validated that enough seeds will germinate to cover the area. Member Pink asked Mr. Pizzo if they have already assessed the various soil types at the park, to have determined the grass seeds. Mr. Pizzo said they will be sampling the soil to create the best seed mix for each area.

**E. DISCUSS THE STEWARDSHIP PROPOSAL FOR OASIS PARK**

A motion was made to approve Pizzo & Associates, Ltd., stewardship proposal. The motion was moved by Chairman Sheldon and seconded by Member Bohm. The motion was carried.

**F. REVIEW THE BID FOR THE BERM PROJECT ON THE ST. MARYS ROAD AND ROUTE 60 PROPERTY**

Village Engineer Scott Anderson stated one bid was received for the berm project. The bidder was LIMA Excavating Contractors located in Ringwood, Illinois. The bid received for the berm would pay the village \$5,002. The scope of this project includes, clearing the area and using the IDOT low maintenance grass seeds when completed. Village Engineer Scott Anderson spoke with the Village of Highland Park as part of the reference verification. The comments were positive. Chairman Sheldon mentioned she would like to know the long-term cost to complete this project from James Anderson. Chairman Sheldon commented the Village has already spent more than \$5,002 paying James Anderson to this point. The Village Engineer confirmed. As a result, Chairman Sheldon would like to table this project.

Chairman Sheldon added all of the Trustees received an email from Tom Glusic, inquiring if the Village was interested in purchasing an adjacent lot to the Village's corner lot. Village Engineer Scott Anderson added this project will be delayed due to wetlands having been found from prior delineations. The contractor will not be able to start until July 1<sup>st</sup> if the project moves forward. Member Bohm indicated this corner would require ongoing maintenance. Village Engineer added mowing would be required every few years.

A motion was made to table the bid received for the berm project located on St. Marys Road and Route 60 property. The motion was moved by Chairman Sheldon and seconded by Member Bohm. The motion was carried.

Village Engineer commented the delineation cannot be completed until April 15<sup>th</sup>. Trustee Towne asked if MOLA would consider mowing this location. Trustee Towne added this corner could be cleared for the surrounding residents to utilize this location as a park. Member Bohm added he has visited the location and he would like to leave this project alone for now. Member Bohm said he would like to table this project at this time. Chairman Sheldon said she would approve the location to be mowed and cleaned-up for now.

Village Administrator Irvin mentioned the one obligation the Village is responsible to complete is the removal of the driveway on the right-of-way. The driveway removal will be a Village expense if

completed outside of the berm project. Village Administrator Irvin suggested if the berm project is being tabled, the driveway should be completed this year.

Chairman Sheldon said we can discuss this project further at the next Committee meeting. Member Pink asked about the berm specification, it indicated asphalt could be used to build the berm. Village Engineer Scott Anderson replied yes, small grindings of asphalt could be included in the soil.

**G. DISCUSS THE MAINTENANCE AND CAPITAL IMPROVEMENT ITEMS FOR FY2020-2021 BUDGET**

Chairman Sheldon said the mowing and maintenance amount is about the same as last year's expense.

Member Bohm said he will follow-up with Pizzo about working on the pollinator garden. Chairman Sheldon said they received an email from the installer of the pollinator garden and they will inquire if the ongoing maintenance could be handled under the Pizzo stewardship.

Member Pink asked if the Open Space Maintenance budget was adequate. Village Administrator Irvin replied yes, based on the detail provided on the budget sheet.

Chairman Sheldon said she approved of the proposed budget.

**H. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES**

A motion was made to approve the R.S. Bristol Farm for their spring plantings proposal in the amount of \$12,869.00 along with the labor to be donated and the trees to be guaranteed by Rocco Fiore and Sons Inc. The motion was moved by Chairman Sheldon. The motion failed.

Member Bohm indicated he recently received the proposal and he would like some time to review the listing of plantings. Chairman Sheldon said the tree listing includes what is currently available. Mr. Johnson said the plantings were considered with proper planning of their location.

Member Bohm indicated this proposal can be tabled for next month to be considered. Member Pink said she would like the trees to be planted but she too would like some time to review the tree listing. Village Administrator Irvin mentioned the trees being purchased is one thing but the Village has nothing in writing regarding the donated labor from Rocco. Chairman Sheldon said the approval to plant these trees would include the condition of a letter from Rocco. Member Bohm mentioned he would also like to review where the trees are being placed.

Mr. Ray commented the seasonal timing of when the trees will be planted will also need to be considered. Village Administrator Irvin added the approval could include subject to conditions.

A motion was made to approve the R.S. Bristol Farm spring plantings proposal in the amount of \$12,869, condition upon written confirmation from Rocco Fiore and Sons Inc., donating the labor to plant and guarantee the trees, subject to final approval by Member Bohm and Member Pink. The motion was moved by Chairman Sheldon and seconded by Member Pink. The motion was carried.

Chairman Sheldon mentioned she has thoroughly enjoyed being Chairman for Parks and Recreation for the last 5-6 years. Mayor Urlacher requested that the Committees Chairman be switched around and Trustee Bohm will lead this Committee starting at the April meeting.

**I. ADJOURNMENT**

It was moved by Chairman Sheldon and seconded by Member Bohm to adjourn the meeting at 8:07 pm. The motion was carried.

Sandy Gallo, Village Clerk