

**MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON
WEDNESDAY, JANUARY 13, 2021 VIA ZOOM**

A. CALL TO ORDER

Chairman Pink called the meeting to order at 6:02 pm.

The Village meetings are being conducted in accordance with the recently amended provisions of the Open Meetings Act, the Governor's Disaster Proclamation and the Governor's Executive Order which provides that meetings attended by more than 25 persons are not feasible, an in-person meeting is not practical nor prudent at this time. Therefore, the meeting is being conducted in a virtual conference format.

B. ROLL CALL

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

Present: Chairman Pink and Members Bohm and Sheldon

Absent: None

Chairman Pink declared a quorum present.

On the call: Village Clerk, Sandy Gallo; Village Administrator, Bob Irvin; Village Engineer, Scott Anderson;

C. APPROVAL OF MINUTES OF THE NOVEMBER MEETING

Regular Meeting minutes from November 11, 2020 were reviewed. It was moved by Member Bohm and seconded by Member Sheldon that the meeting minutes be approved and be placed on file. The motion was carried.

D. UPDATE ON THE HEY & ASSOCIATES, INC. STORMWATER MANAGEMENT STUDY

Chairman Pink indicated she along with the Village Administrator Irvin spoke with the principals of Hey & Associates, Inc. (H&A). H&A's indicated they are nearly done with the first phase, the collection of data. The next phase will be for H&A to create a website link to allow the Mettawa residents to post any drainage concerns or pose questions to the engineering firm. The link will be available for 2 weeks to collect residents' comments. Village Administrator Irvin added the H&A website link will be posted onto the Village website. In addition, the Village Clerk will notify the residents when the link is available for their comments to be posted. Village Administrator Irvin indicated six locations have already been identified and are currently being studied. In addition, a Special Public Works Committee meeting will be held to discuss the resident's website postings with H&A in attendance to answer questions. H&A are optimistic that they can complete this project by April 30th. The only foreseeable delay would be the outcome of the special meeting. Chairman Pink added the website along with the special meeting presents great opportunity for residents to submit their comments. Member Sheldon asked how the senior residents would be receiving this information. Village Administrator Irvin said those residents can receive the information through mail and call the Village office to provide their comments. Village Administrator Irvin asked that the website be opened for 3-weeks to ensure all residents comments have been

captured. Village Clerk Gallo indicated the H&A's stormwater study will be captured in the upcoming Village newsletter and it will inform the residents of the upcoming project.

E. DISCUSS THE DUNLAP LAWN SERVICE FOR THE RIGHT-OF-WAY MAINTENANCE PROGRAM FOR 2020-2021

Chairman Pink indicated a signed contract has been received from Dunlap Lawn Service at the 2020 price rate. Dunlap has agreed to provide the ROW maintenance for 2021 including the St. Mary's Road and Route 60 corner. Member Bohm added the St. Mary's corner will require 3 or 4 mows; it will be cleared as needed. Member Sheldon asked Member Bohm if Dunlap would be handling Whippoorwill Park. Member Bohm replied the park's maintenance will be discussed under Parks and Recreation agenda. Village Administrator Irvin added Dunlap Lawn Service has been servicing the Village's for the last 3 years at the same rate. The benefit of utilizing the same contractor is their understanding of the Village's requirements. In addition, the Village Engineer's follow-up items and conversations with the contractor are fewer which creates a savings in reduced billable hours from James Anderson. Member Sheldon asked that Dunlap not blow the grass cutting onto Route 60 when mowing the ROW. The grass cuttings clog the water ways. Chairman Pink made a note of this issue.

F. UPDATE ON MEMBERSHIP WITH JULIE

Chairman Pink indicated the Village is required by the state to have JULIE membership. Village Administrator Irvin added the "JULIE 1Call" has been utilized to call prior to digging for the last 20 years. JULIE is used for private or public properties, to locate all of the utilities prior to any digging. Village Administrator Irvin added he will provide a quick summary for today, however at the next Committee a written report will be supplied for approval as the next steps. The Village has sanitary storm sewers and lighting systems on Riverwoods Blvd, as public property. James Anderson will be updating the mapping of the Village's storm sewers. The Village will need to hire a company to map out the electric wires along Riverwoods Blvd. Once this information has been completed, the Village will be ready to contract out with a company to do the utility locating ongoing. A prominent company used by the surrounding communities isUSIC. The Village is exploring this contractor too. A membership with JULIE will be essential. With that membership, insurance will be critical. Village Administrator Irvin has already contacted the Village's insurance company and the JULIE requirements are covered under the insurance plan. The Village will incur a one-time cost of updating the storm sewer and electric wire mapping. The annual cost to be members will be ongoing. The details for the cost per ticket and the cost for the company to locate the utilities will be provided at the next Committee meeting.

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

Member Bohm asked Village Administrator Irvin when the Committees would begin reviewing their budget. Village Administrator Irvin added in February the Committees will receive their draft budget for FY2021-2020, in March any adjustments will be reflected and the final draft budget will be provided to the Finance Committee in March to review.

H. ADJOURNMENT

It was moved by Member Bohm and seconded by Member Sheldon to adjourn the meeting at 6:25 pm. The motion was carried.

Sandy Gallo, Village Clerk