

**MINUTES OF THE REGULAR MEETING FOR THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON WEDNESDAY, JULY 14, 2021 WAS HELD IN THE MAPLE ROOM**

**A. CALL TO ORDER**

Chairman Pink called the meeting to order at 6:04 pm.

**B. ROLL CALL**

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

Present: Chairman Pink and Members Bohm and Clark

Absent: None

Chairman Pink declared a quorum present.

Attendees: Village Clerk, Sandy Gallo; Village Engineer, Scott Anderson; Trustee Towne

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

Minutes of the regular meeting for June 9, 2021 were reviewed. It was moved by Member Bohm and seconded by Member Clark that the regular meeting minutes be approved and be placed on file. The motion was carried.

**D. DISCUSS THE STORMWATER MANAGEMENT PLANS FOR LITTLE SAINT MARYS ROAD (NEAR 15141), MEADOWOODS/SOUTHWOODS INTERSECTION, OLD SCHOOL/BRADLEY INTERSECTION, AND THE WEST SIDE OF BRADLEY ROAD NEAR OASIS PARK**

Chairman Pink commented the opening of bids for the four-drainage projects are scheduled for Monday, August 9<sup>th</sup>. Village Engineer Scott Anderson has drafted the bid specification for the work to be completed. The bid opening day will be posted in the Daily Herald on Monday, July 26<sup>th</sup>. Village Engineer Scott Anderson said his document current did not include a picture of the west side of the Bradley Road near Oasis Park. The bidding results will be discussed at the next Committee meeting. Member Bohm asked if the Committee can review the current bid documentation prior to the publication. Village Engineer Scott Anderson replied yes, it is a standard bid document provided by the Village Attorney. Village Engineer Scott Anderson will provide a copy to the Committee to review. Chairman Pink asked the Village Engineer to ensure a culvert does not need to be increased by Michael Dour, 696 Bradley Road, unincorporated resident location. Village Engineer Scott Anderson stated he will review the H&A final report again to confirm if a culvert size was included for the west side Bradley Road near Oasis Park project.

Chairman Pink indicated since Lake County's is performing the resurfacing of St. Marys Road among other repairs, this repair is addressing a few concerns that the residents had submitted during the water drainage study. Chairman Pink indicated she would like to report at the Board meeting that these projects will be going out to bid. Village Engineer Scott Anderson replied the last project can alter the estimated cost of \$20K if a 30-inch culvert is installed. In addition, if these projects are considered maintenance work by the Village Attorney, they would not need to be completed under prevailing wages. Village Attorney Rhodes will be reviewing the final draft of the bid specifications with the missing picture of the west side of Bradley Road area. Chairman

Pink requested that Hey & Associates Inc., (H&A) representatives also receive the final bid specification document from Village Engineer Scott Anderson. Trustee Towne indicated he too would like to read the final bid specification report. Village Engineer Scott Anderson said he will review the H&A final report to confirm their recommendations for these four projects. If further details need to be added, he will visit that site and change the draft document prior to sending it out to Village Attorney Rhodes.

A motion was made to have the four listed projects that were approved at the June Board meeting, to go out to bid. The motion was made by Chairman Pink and seconded by Member Clark. The motion was carried.

Member Bohm asked if there was a listing of contractors who will be receiving the bids. Chairman Pink asked for the listing of contractors from Village Engineer Scott Anderson. Village Engineer Scott Anderson said the contractors receive communication of the bid through email and a phone call, the document is not automatically provided. The bid process is handled in such manner, to ensure if any questions arise and an addendum is issued for the project all of the interested contractors receive the same updated information.

Village Clerk Gallo indicated she will need the publication notice by July 22<sup>nd</sup> in order to publish in the Daily Herald on July 26<sup>th</sup>.

**E. DISCUSS PUBLIC WORKS CONTRACTUAL OPENING BID PROCESS IN THE VILLAGE OFFICE**

Chairman Pink indicated she would like the bid opening location to be changed and indicate the LifeStorage facility, the Village office. Village Engineer Scott Anderson made the notation to include the updated address and phone number for the publication.

**F. DISCUSS THE REMAINING LARGER STORMWATER MANAGEMENT PROJECTS**

Chairman Pink said the Hamilton Estates, Enclave and AbbVie representatives have been communicating with Village Engineer Jamie Anderson. These representatives will continue their discussions to resolve the clogged ditch and the required ongoing maintenance at the pond.

Chairman Pink asked the Committee which larger water drainage project should be addressed next. Member Bohm replied the project west of Little St. Marys Road near the address 15390. This project is listed on page 5 of the Hey & Associates Inc., (H&A) final report. H&A reported this area would need to add a culvert to accommodate the heavy washout rain. Chairman Pink remarked a lot of this work is on private property to help create a positive drainage. Chairman Pink asked the Committee if H&A should be consulted on this project. Trustee Towne added the culvert can be installed without a lot of study. Chairman Pink said this project can be performed if the Village Board and the property owners agree on the work to be completed. Village Engineer Scott Anderson commented this culvert tops off more often than any other culvert in the Village. Member Bohm asked if this project should be handled in a two-phase step, install a culvert and study the downstream along with discussions being held with the home owners. Member Clark asked why the culvert installation could not be bundled with the four other smaller projects. Member Bohm indicated this larger project would slow down the progress of the already approved locations.

A motion was made to add a culvert at 15390 W. Little St. Marys Road in a two-phase project. The first phase would consist of adding a new culvert, the second phase would include consulting with H&A on completing the plans for proper drainage of the water flow going east and west. The motion was made by Member Bohm and seconded by Member Clark. The motion was carried.

Member Bohm asked the Village Engineer for a cost estimate on adding the culvert. Village Engineer Scott Anderson replied adding a culvert is considered new construction under prevailing wages. Chairman Pink said she will provide the Board an understanding that consulting with H&A on this project will provide the required support needed to work with the various agencies to complete this repair. Member Bohm stated he would like to propose that the Village obtains H&A for cost estimates on this project to get a design and work with the homeowners.

Village Engineer Scott Anderson shared his concern that the Village would not be issued another grant to support the drainage new project at MacLean Preserve at the Oasis Park project. The Village is currently receiving part of a 10-year gran with 5-years remain. The Village would not be granted funding for the same location.

#### **G. REVIEW THE RESOLUTION APPROVING AND ENDORSING COMMUNITY SOLAR CLEARINGHOUSE PROGRAM**

Chairman Pink asked the Committee if they had any changes to the solar clearinghouse resolution that the Village Attorney drafted. No changes were made.

A motion was made to recommend the resolution approving the community solar clearinghouse program. The motion was made by Member Clark and seconded by Member Bohm. The motion was carried.

#### **H. DISCUSS THE ANNUAL SHOULDER MAINTENANCE**

Chairman Pink said she spoke to the Mayor about adding the Lake Forest Meadows subdivision to the annual shoulder maintenance schedule. Chairman Pink asked that Village Engineer Jamie Anderson provide her two cost estimates, one for only doing the corners within the subdivision and the other for doing all of the shoulder areas. Chairman Pink will meet with the Village Engineers on site to discuss the current state of the subdivision's shoulders.

Trustee Towne commented the motion will need to state that all of the shoulders be included for maintenance.

Resident, Amy Weiland (14805 W Old School Road) questioned if the shoulders were being built wide enough to prevent cars or trucks getting caught with the current material. Village Engineer Scott Anderson said shoulders are designed to be 2-feet wide to accommodate the ditches too. Village Engineer commented that the Committee had approved the material of ground asphalt as a great cost savings. Trustee Armstrong asked why do we use aggregate material on slopped trail areas when it creates a hazardous area such as at the STOP sign on Bradley Road across Forest Haven subdivision.

A motion was made to perform the annual maintenance on the Village shoulders and add the Lake Forest Meadows subdivision to the schedule. The motion was made by Member Bohm and seconded by Member Clark. The motion was carried.

**I. DISCUSS TRAFFIC CONTROL MATTERS WITHIN THE VILLAGE**

Trustee Armstrong presented three proposals to the Committee members for the traffic control signals. Trustee Armstrong received information from Tapco, Elan City and TrafficLogix. The Lake County Sheriff's Department is currently not completing special details for the Village to help reduce our current speeding issues on Bradley and Old School Road. As a result, Trustee Armstrong's goal is to have the traffic signals gather data and present that information to the Sheriff's department in relation to the speeding issues. Trustee Armstrong said she had spoken to the Public Works Department in Libertyville and Vernon Hills to hear about their success stories with the traffic signals. Trustee Armstrong stated speed tables are no longer utilized by the Village because they need to be removed for the winter snow plowing season and storage space is required.

Trustee Armstrong stated traffic signs have a number of options: they are solar power to reduce battery usage or replacement costs, they collect necessary data, flashing lights could create a reduction of speeding and messages can be posted to communicate to residents. The greatest benefit of this equipment would be the availability to gather data to be utilized during discussions with Lake County Sheriff's department. This would help support the Village's cause of reducing the speeding that is occurring on Bradley and Old School Road.

Trustee Armstrong commented Tapco is the most expensive company. Trustee Towne added that the Village had participated in a traffic study on Bradley Road and it was decided to not stripe the road. The Committee agreed that the traffic signals would be beneficial with the data collection. Trustee Armstrong added the traffic signs cost range are \$3,000-\$8,000. A cost savings would be to purchase bi-direction signs. Trustee Clark remarked the traffic signals would allow the Village to observe the traffic patterns for a quarter and afterwards hold a meeting with Lake County. Trustee Armstrong indicated the Committee has to decide on which vendor and the number of poles for the two roads. Trustee Towne agreed the flashing light signals are a good deterrent for speeders. Trustee Armstrong indicated software and some annual maintenance cost would be an ongoing expense for this equipment. Trustee Towne added the Bluetooth option would allow the Village to avoid the annual software expense and the data could still be downloaded. Trustee Armstrong asked the Committee to review the three vendors' documentation provided to further discuss the signs at the next meeting. Trustee Armstrong added the location of these traffic signals will also need to be determined.

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

Village Engineer Scott Anderson stated he received Stormwater Management Commission wetland report for the Village lot located on St. Marys Road and Route 60. Due to the Parks and Recreation Committee not holding their monthly meeting, Village Engineer Scott Anderson presented the report at the Public Works meeting. Village Engineer Scott Anderson indicated he wanted to submit the Stormwater Management Commission's (SMC) delineation of the wetlands

around the proposed berm to be constructed. An additional small wetland area under the minimum requirements was found on the lot and reported. Village Engineer Scott Anderson stated the next step will be to submit the SMC wetlands report and JACO's drawings of the berm to the Army Corp of Engineers to review and approve the plans. Member Bohm asked that the Committee also receive a copy of the SMC wetland report.

Chairman Pink stated she received a Dunlap tree removal proposal for a dead 40-inch oak tree at 15210 Little St. Marys Road. The tree removal is close to the power lines. This tree is located on the right-of-way of 15210 Little St. Marys Road. Chairman Pink asked if ComEd should be notified in order to turn off the power given the tree being so close to the powerlines. Village Engineer Scott Anderson replied the contractor did not see a need to turn off the power. Village Engineer Scott Anderson indicated they will obtain additional proposals for this tree removal due to the current proposal of \$1,700 is high. Chairman Pink stated she will drive-by this tree to determine how to handle the removal.

#### **K. ADJOURNMENT**

It was moved by Member Bohm and seconded by Member Clark to adjourn the meeting at 8:05 m pm. The motion was carried.

Sandy Gallo, Village Clerk