

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, JUNE 8, 2022 AT HILTON GARDEN INN IN THE COTTONWOOD ROOM A

A. CALL TO ORDER

Chairman Pink called the meeting to order at 6:00 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 Administrator, Mandi Florip; Village Engineers, Scott Anderson and Trustee Armstrong

C. APPROVAL OF THE REGULAR MEETING MINUTES OF MAY 11, 2022

Minutes of the regular meeting for May 11, 2022 were reviewed. Chairman Pink submitted to Village Clerk Gallo minor edits with no content changes. It was moved by Member Clark and seconded by Member Bohm that the regular meeting minutes be approved with the minor edits and be placed on file. The motion was carried.

D. DISCUSS THE DUNLAP TREE EXPERT 2022 MOWING CONTRACT FOR RIVERSIDE PRESERVE

Chairman Pink stated the Committee members received a proposal from Dunlap Tree Expert for Riverside Preserve mowing at the cost of \$875 per month. Chairman Pink asked if the brush cutting for \$500 would be required monthly. Village Engineer Scott Anderson replied no, the brush cutting would only be performed 1 or 2 times a year.

Chairman Pink stated the village's open space area on Oakhill Lane will also be added to the right-of-way mowing contract in the amount of \$125 per mowing. Village Engineer Scott Anderson added the Village's small grassy area on Oakhill Lane was mowed by the previous homeowners. However, with the recent real estate transfer, the new homeowners requested that the village maintain the area.

A motion was made to amend the right-of-way mowing contract with Dunlap Tree Experts to add Riverside Preserve mowing in the amount not to exceed \$875 a month with 1 or 2 brush cutting per year for \$500 each. The motion was made by Member Clark and seconded by Member Bohm. The motion was carried.

A motion was made to amend the right-of-way mowing contract with Dunlap Tree Experts to add the Village's grassy area along Oakhill Lane to be mowed at the cost of \$125 each session. The motion was made by Member Bohm and seconded by Chairman Pink. The motion was carried.

E. DISCUSS THE VILLAGE’S SNOW PLOWING CONTRACT

Chairman Pink indicated the 2021 snow plowing contracted amount was \$24,500. In 2019, an amendment was completed to add Riverside Preserve subdivision snow plowing onto the route. Chairman Pink asked if Oakhill Lane needed to be added to the snow plowing contract. Village Engineer Scott Anderson indicated no. The village does not plow private roads. Village Engineer Scott is currently working on rewriting the snow plowing contract to go out to bid. Village Administrator Florip indicated she would like the Committee to approve for the action to go out to bid for the snow plowing contract to include salt storage. The goal is to present the lowest bidder next month. Village Administrator Florip indicated the open bidding could be scheduled for late June to be available for the July’s meeting. Village Administrator Florip stated the contract will be set for one year with the option to renew four additional years. Village Administrator Florip added she anticipated the new contractor to be higher in pricing due to the current fuel prices. The budget for snow plowing and salt storage was set at \$36,500. Chairman Pink asked why the City of Lake Forest recently asked Mettawa to find a new salt storage location. Village Administrator Florip replied the City of Lake Forest had a few reasons for no longer allowing Mettawa to store their salt at their location. One reason was they no longer had the capacity to store Mettawa’s salt. Another reason related to service hours. They were able to service their own drivers during their schedule. Mettawa’s salt pick-up required varying hours. Village Administrator Florip indicated the village currently has their full amount of salt for the upcoming winter season.

F. DISCUSS THE HEY & ASSOCIATES FIELD STUDY REPORT FROM ST. MARYS ROAD CONSTRUCTION

Chairman Pink stated the Committee received a copy of the Hey & Associates field study for the construction completed on St. Marys Road by Lake County. The field study reported no change to the water levels on St. Marys Road. Dave Kraft from Hey & Associates did indicate widening and flattening of the north ditch on the west side of Old School Road would provide some minor relief to those residents. Chairman Pink added Hey & Associates also indicated that Libertyville Township will be considering some additional water drainage maintenance to the west side of Old School Road by the Clark’s property if funding is available. Member Clark stated she along with her husband Jeff Clark spoke to two township representatives as they were performing maintenance at the open lands area which is located on the south part of their property. Member Clark commented they installed a small culvert near their property to redirect the water. Member Clark added she has been experiencing the highest levels of flooding on her property and the only variation that has occurred was the St. Marys Road construction. Member Clark will continue to work with Libertyville Township to improve the water drainage on her property. Member Clark approved of the Hey & Associates field study report.

G. DISCUSS THE THREE RESIDENT REPORTED CULVERT ISSUES

Chairman Pink stated the Village does not replace culverts on private property unless it is directly impacting additional residents up stream water flow. Chairman Pink added three residents have reported that they would like their culverts condition be assessed. Village Engineer Scott Anderson added the ditch grading will commence by resident Trendler 15185 W. Old School Road. Village Engineer Scott stated when they begin to work on the ditch grading around a culvert, they will also assess its condition. The ditch grading will be handled differently if a new culvert will need to be placed. Chairman Pink added the Noonan/Palmer property on 15130 W. Little St. Marys Road appears to have no culvert which is causing the front of their property to flood the roadway during

heavy rain falls. Chairman Pink added if the Noonan/Palmer property does not have a culvert under their driveway the Village will need to install one due to the flooding that is occurring. Chairman Pink added the third resident who reported a culvert issue is Leonard at 15540 W Old School Road. Village Engineer Scott added Leonard's culvert was reported to be in good condition from Village Engineer Jamie Anderson on site assessment. This culvert was replaced a few years ago. This culvert only requires to be cleaned out to improve the water flow. Village Engineer Scott Anderson added the Buell property at 15290 W Old School Road did have a culvert replaced, as it impacted the surrounding resident's drainage up stream. Village Engineer Scott Anderson added the Buell culvert was also completed prior to the Village's new policy of not replacing resident culverts. Chairman Pink stated the Noonan/Palmer's culvert should be replaced given the road flooding. The other two residential culverts should be excavated, cleaned out and ditch area graded if needed to improve the water flow. Chairman Pink asked the Committee if they approved of placing a new culvert at Noonan/Palmer's driveway. Village Administrator Florip added if a new culvert is installed in the right-of-way and it benefits surrounding residents, she approved of this reasoning. If an existing culvert is in place, the Village will only clean it. Village Engineer Scott Anderson said he will come to next meeting after being onsite to determine if Noonan/Palmer's property has a culvert or not and what actions need to be taken.

Resident, Karen Carruthers (25220 N Shagbark) stated homeowners should be held responsible for keeping their culverts cleaned and clear of debris. Mrs. Carruthers asked if the Village have any recourse when a resident does not maintain their culvert clean and it impacts the water flow. Chairman Pink replied the village has no mechanism for enforcement. Member Bohm asked what are the standards for new construction. Village Engineer Scott Anderson said the pipe size is determine once the new construction plans have been submitted for review and the surrounding culvert pipe sizes are taken into consideration.

H. PLAN FOR THE JULY MEETING MACLEAN PRESERVE AT OASIS PARK ATTENDING RESIDENTS

Chairman Pink added the residents that are directly impacted by MacLean Preserve at Oasis Park drainage project are being invited to attend the July 13th meeting. Dave Kraft from Hey & Associates will be in attendance to discuss the Village's plans and timeline on the MacLean Preserve stormwater drainage project. Chairman Pink expressed her concern hearing these residents have not read the Hey & Associates drainage report that impacts them directly. Chairman Pink asked Village Clerk Gallo to email only those residents along Bradley Road and Mettawa Lane, the pages for the MacLean Preserve at Oasis Park plans. The email will request the residents to read the provided report prior to attending the July 13th meeting to have a better understanding of the project details. Member Bohm indicated he received feedback that the Hey & Associates representative that was on site, did not reply confidence in her information. Village Clerk Gallo indicated she will send an email with only the MacLean Preserve at Oasis Park stormwater plans along with sending out a postcard to these residents as a reminder to attend the meeting.

I. DISCUSS VILLAGE EMERGENCY SCANNER

Trustee Armstrong stated just recently two residents called 911 and Mettawa Public Safety was not aware of their immediate need for medical attention. If Mettawa Public Safety had been made aware of these two calls, they could have been aware of the rescue vehicles having been dispatched. As a result, Trustee Armstrong has been researching the various emergency scanners.

Village Administrator Florip was able to obtain permission from the Libertyville and Lincolnshire Fire Department for Mettawa Public Safety patrol to receive all rescue calls for Mettawa. Member Clark added the village is only four miles wide and to provide Mettawa Public Safety an emergency scanner will help them anticipate a rescue vehicle and arrive at the location within minutes. Trustee Armstrong indicated she would like to purchase a scanner in the amount of \$114. The Committee provided consensus for Trustee Armstrong to purchase the emergency scanner.

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

Chairman Pink stated resident, John Fiocchi at 27199 N Meadowoods Lane reported his neighbor's sump pump water was being released onto his property. The issue was reported during the winter season which resulted in water freezing on the Fiocchi's property and across the roadway. Chairman Pink stated the released water is only from the sump pump. Village Engineer Scott Anderson suggested some grading would also help direct the water away from the neighbor's property. Chairman Pink added the village will not be doing anything on the private property itself. However, the ditch in front of the Fiocchi's home will be modified to support the high levels of water from the sump pump.

Village Administrator Florip stated the Village Engineer Jamie Anderson sent an email regarding the air valve parts needed for the Oasis Business Center. The following expenditure will be applied against SSA#4. The parts are in back order and it will take 4-6 weeks for delivery. Impact Networking has directed the Village to purchase the parts for top entry to the valve. This will allow easier access to the air valve for ongoing maintenance. Village Administrator Florip added the approval needed for tonight is only for parts, labor costs will be provided next month. Village Administrator Florip indicated she will also look into the SSA's collected yearly amount to ensure enough funding is available for future repairs.

A motion was made to approve James Anderson to purchase parts from McIntire Management Group in the amount of \$13,572 for the Oasis Business Center. The motion was made by Chairman Pink and seconded by Member Bohm. The motion was carried.

K. ADJOURNMENT

It was moved by Member Bohm and seconded by Member Clark to adjourn the meeting at 7:25 pm. The motion was carried.

Sandy Gallo, Village Clerk