

MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON WEDNESDAY, AUGUST 13, 2014, IN THE MAPLE 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 and Member Towne

Absent: Member Clark

Chairman Armstrong declared a quorum present.

Also in attendance: Scott Anderson, Village Engineer; Jamie Anderson of Anderson & Associates; Drew Johnson of MOLA; Rick Phillips, resident; Colleen Liberacki, Deputy Village Clerk. Chairman Armstrong declared a quorum present.

C. APPROVAL OF MINUTES FROM JULY 09, 2014 MEETING.

Meeting minutes from July 09, 2014 were reviewed and it was moved by Chairman Armstrong, and seconded by Member Towne that the meeting minutes were approved as presented. The motion was carried.

D. ROAD CONSTRUCTION/REPAIR ACTIVITIES

Chairman Armstrong asked Scott Anderson for the status of Bradley Road paving, to which he replied that next week he has a meeting with Baker and Sons. Chairman Armstrong inquired about the timing estimate of the project. He stated that urgency was not the issue, but timing, as they were still working at Oasis Park and wanted most of the activity concluded before Bradley Road was paved. Scott Anderson replied that Baker and Sons would be putting up signs 1-2 weeks before the project started to advise those in the area. Member Towne reported that Mayor Urlacher called to advise him that some HOs want some (blacktop) grindings and he will need their names. Scott Anderson cautioned that the HO would need to be home/available in order for him to dump the grindings.

Scott Anderson reported that 90% excavation was done along the Crest ditch along Little St. Mary's Road. Chairman Armstrong inquired about the status of shoulders on Old School Road, to which Scott Anderson replied that they were not yet done.

Regarding the salt procurement, Chairman Armstrong noted that they were in the state program, to which Bob Irvin added that he was in a conference call with CMS (Central Management Service) and they confirmed as such and he is expecting a letter of confirmation next week as well. Member Towne suggested that they take possession of the salt, to which Scott Anderson replied that they could only take possession of as much as Lake Forest would allow, (where the storage facility is located).

E. DISCUSSION OF THE 2014 MAINTENANCE ACTIVITIES

Scott Anderson stated that resprayed some trail areas and some raking was left to do later, as it was not needed now. Member Towne thought the trails looked good in many places.

Jamie Anderson presented the results of the two bidding tabulations, of which Dunlap was the winning bid at \$43,380 for both tree removal and brush removal. Clean Cut's bid was \$91,300 and Homer's bid was \$94,240. He stated that Canopy Tree and Kramer Construction declined to bid. Jamie Anderson thought that 10/15/14 would be the completion date for the work provided for village maintained streets 6' wide and right-of-ways. Drew Johnson cautioned that Dunlap would not touch the hickorys, oaks or other valuable trees. He further wanted assurance that this vendor had the knowledge to determine which trees to remove/trim. Member Towne was confident that Chris Dunlap could take care of this, stating he wanted the work and he has a bucket truck that was included in the bid.

It was moved by Member Towne, and seconded by Chairman Armstrong to recommend to the Village Board that they accept the bid from Dunlap Tree for the removal of all dead trees and brush on village owned streets for \$43,380. The motion was carried.

F. DRAINAGE

Scott Anderson worked on a temporary ditch at the Crest culvert, and Chairman Armstrong noted that the culvert pipe is rusted and needed to be replaced. Chairman Armstrong also noted that the pile of rubble on St. Mary's Road and Old School Road needed to be cleared.

They considered the proposal from Pearson, Brown & Associates of Libertyville for the engineering services of a pedestrian trail design at Oasis Park, which would include: Topographic survey for 1600' of trail, engineering design plans, soil erosion plan, drainage calculations and permits and agreed to accept it.

It was moved by Member Towne, and seconded by Chairman Armstrong to recommend to the Village Board that they accept the proposal from Pearson, Brown & Associates for \$9500 for engineering work of a pedestrian trail at Oasis Park. The motion was carried.

G. WATER LINES

Chairman Armstrong reported no progress on the Crest Old School Road; for Area 2C, there was not report from Tom Hines; for St. Mary's Road south of Route 60, Chairman Armstrong was going to talk to Mayor Urlacher and suggest a recapture agreement by size of lot, not value. Bob Irvin inquired about an SSA, to which Chairman Armstrong replied that he would pan accordingly, as they are based on an assessed value. Scott Anderson noted that many of these have been done in Lake Forest. Bob Irvin noted that the recapture associated with Novak received an 9% annual increase, which was way out of line; the Area 7 status has renewed interest and would be pursuing this with HOs Kurtis and Leahy. He stated that Lake County, Kurtis and Leahy might need a meeting for the access routes at St. Mary's Road or Route 60. Bob Irvin recalled that a \$100K estimate was received a year ago.

Member Towne recalled that they owed Dean Shaffer a recapture agreement.

H. VILLAGE HALL

Chairman Armstrong presented a rating scale and decision matrix review comparing costs, bottom line figures ranging from status quo (no action and keep renting) to the expense of building a village hall and maintaining same. It was further broken down by 5 year cost plan, and a long-range 20 year cost plan. Member Towne urged that the village could finance the expense of building a village hall and float a bond to avoid a huge cash outlay, as money was cheaper now than it has ever been. He further suggested increasing the size of the boardroom left of the vestibule and adding another bathroom to accommodate larger meetings.

It was noted that over a 20 year period, the cost was a wash, except that there would be a positive asset on the village books, should they elect to build the village hall. Chairman Armstrong suggested for the building cost of \$600K, they could outlay \$300K and finance \$300K. Bob Irvin suggested debt financing with an interest free bank loan. Member Towne readily agreed that this would be a painless way to acquire a building and have a great asset on the books. Bob Irvin cautioned that it was important to have a contingency plan for the local storage (Tindall's home, Libertyville storage facility, village clerk's home, etc.) before the options run out. He also reminded everyone that administration, lock up and cleaning is part of owning something.

Member Towne urged that money is cheaper now than it has been in the past for infrastructure and the village should take advantage of it. Bob Irvin counseled that if the building size increased, so should the parking lot, to which Scott Anderson added that this would be required by code. Bob Irvin advised that Kildeer Village Hall was severely underparked, and cited Bannockburn Village Hall as more in line of what Mettawa needed. Chairman Armstrong inquired of the big meeting room dimensions, to which Rick Phillips replied approximately 26' x 20'. Chairman Armstrong estimated \$75K more cost for a larger meeting room that could accommodate 90% of HOs. Bob Irvin reported that at \$10K paid to Hilton Garden Inn, over 20 years, which would be \$200K saved. Tim Towne noted that the village does not have much more growth potential. Chairman Armstrong wanted to present his matrix to the Village Board, including the option for a larger meeting room at \$75K additional cost. He would like to push to make a decision.

It was moved by Member Towne, and seconded by Chairman Armstrong to recommend to the Village Board that they present the village hall decision matrix review table and consider it. The motion was carried.

Member Towne suggested the next step after the decision was made would be the site selection, with an eye at the land adjacent to the Costco property to take advantage of overflow parking during large village meetings. Chairman Armstrong thought that they could consider site selection and make three recommendations to the village board after the building decision had been made.

Rick Phillips inquired if it was necessary for an architectural presentation to the village board. Chairman Armstrong thought that they could speak about the hall enlargement and plan/sketch an alternate floor plan. Bob Irvin noted that if they elected to go with the smaller

space, that they could still rent at the Hilton Garden Inn for the larger meetings. Rick Phillips inquired about the typical attendance number at a village board meeting, to which Chairman Armstrong replied between 20 – 30 people, which included the trustees and village personnel.

Member Towne suggested that the Dreikosen site was not large enough to accommodate the village hall plans. Drew Johnson inquired about Oasis Park site, to which Member Towne replied that it would not be a high priority site, and the HO's around there would not like it. Rick Phillips like the Dreikosen site more for a village hall. Member Towne liked Whippoorwill, Dreikosen or Costco site for a proposed village hall location.

I. ANY OTHER ITEMS THAT MAY APPEAR BEFORE THE COMMITTEE FOR DISCUSSION AND POSSIBLE RECOMMENDATION TO THE VILLAGE BOARD

Jamie Anderson noted that there were numerous street cracks to fill, approximate cost would be \$800. Chairman Armstrong authorized him to do so and also stump removal. Member Towne suggested that he should remove the stumps and shape the swale.

J. ADJOURNMENT

It was moved by Member Towne to adjourn the meeting 7:10pm, seconded by Chairman Armstrong. The motion was carried.

Colleen Liberacki, Deputy Village Clerk