

MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON WEDNESDAY, APRIL 13, 2016, 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 6:00 pm.

B. ROLL CALL

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

Present: Chairman Armstrong, Member Pink and Member Sheldon.

Absent: None

Chairman Armstrong declared a quorum present.

Also in attendance: Village Trustee Towne; Denis Bohm and Tom Heinz, MOLA members; Rick Phillips, architect; Bob Irvin, Village Administrator; Scott Anderson, Village Engineer and Jamie Anderson of Anderson Engineering.

Chairman Armstrong declared a quorum present.

C. APPROVAL OF MINUTES FROM MARCH 09, 2016 MEETING.

Meeting minutes from March 09, 2016 were reviewed and it was moved by Member Pink and seconded by Member Sheldon that the meeting minutes were approved as presented. The motion was carried.

D. DISCUSS VILLAGE HALL RESIDENT SURVEY.

Chairman Armstrong reported that he received two sets of questions as feedback from Village residents. Member Sheldon advised Chairman Armstrong that she knew Patty Cork also turned in via email her own questions, to which the Chairman replied that he would look further in his email for same.

A discussion followed regarding the best way to structure the survey in order to build a logical consensus, the number and nature of the questions was the focus. Chairman Armstrong suggested “to build or not to build”, and offering two sizes of the structure. Scott Anderson noted that if the building size is reduced, the corresponding parking lot size would also dramatically shrink. Members Sheldon and Pink reviewed the purpose of the Village Hall building, being to hold all meetings there and if the meeting hall was eliminated from the floor plan, then they felt that there was no reason to build a Village Hall. Chairman Armstrong suggested that they stick with the bigger floor plan.

Rick Phillips thought the residents should know what they are voting for, and the survey should describe the scope of the building plan and square footage. Chairman Armstrong thought that they should create an information document that included the floor plan and Member Sheldon thought the price range of \$800K – 1.2M should also be included.

Chairman Armstrong noted that a sub project concerned about automating the records would cut the needed document storage by half and should be discussed, as it affected the building size. Member Sheldon understood that technology, preservation and security should be considered, but sometimes decisions are made that the residents do not like. Bob Irvin added that additional paper storage is minimal due to the electronic format that is now used, including anything submitted that is scanned prior to being processed by him. Member Sheldon inquired where the current documents are located, to which Irvin replied the Tindall residence, Life Storage Facility in Libertyville and Lake Forest College. He added that he saw no need to scan old village files, since there was likely no need to ever look them up, i.e. paid invoices, the Grainger lawsuit. Irvin further suggested identifying readily available online access documents vs. digital storage documents, the kind acquired via FOIA for a realistic cost of the project.

Bob Irvin stated he would put together a comparison of rental expenditures incurred over the past 20 year period vs. the potential construction costs of the Village Hall. He stated that Bob Holler helped with the last online survey and would try in email to limit one response, due to the desire for control of the results. Member Sheldon suggested that not all residents were using email and postage would cost approximately \$95 to reach more residents, vs. the one per household response. Trustee Towne thought that anyone over 18 years old should be able to participate, however, Chairman Armstrong noted that the response percentage might be skewed, due to the high number of adult children that have moved away, but not changed their voting address. Member Sheldon suggested printing the survey from the Village website and Chairman Armstrong suggested holding a referendum and acquire the results officially and controlled. Member Sheldon suggested putting more than one question on the survey, such as size, maximum and minimum budget numbers as well as the consideration whether to build or not.

Trustee Towne suggested in regards to the size of the Village Hall that the large meeting room could always be added later. Member Sheldon noted that initially 3K sf building was discussed, but an 1,800 sf building might work. Rick Phillips noted that without the meeting room, the building size would be 2K sf. Trustee Towne suggested cubicles for the designated areas of Village Clerk, Administrator, and committee meeting room and Member Sheldon agreed, thinking that only the Mayor's office needed privacy. Bob Irvin noted that little foot traffic could be anticipated and the use of the building would be document storage and access, offices and committee and general meetings. Member Sheldon questioned if a Village Hall was absolutely necessary now or maybe the timing would be better in the future. Chairman Armstrong stated that if the village put off building for years to come, then the default decision would be renting as they are now. Chairman Armstrong suggested that one of the survey questions might be "build a larger Village Hall, smaller Village Hall or status quo.

Member Pink suggested distribution of an information update to dispel the rumors of excessive cost.

E. REVIEW AND RECOMMENDATION OF ROW MOWING BIDS

Bob Irvin presented the bid tabulation and noted that there was a lot of initial interest, but

only two bids were received, and the lowest biller being incomplete. It was the advice of the Village Attorney to consider three options: 1) reject all bids and rebid the program, 2) reject all bids and negotiate with the lowest bidder, On Call Properties at the price they submitted in the proposal, or 3) reformatting the program and accept the other bidder's (completed) proposal. Member Pink suggested pursuing On Call Properties bidder. Member Sheldon questioned the price comparison with last year's vendors. Bob Irvin noted it would be difficult to compare, since last year the arrangement was different as it was shared with Brickman and Lake County Public Services on an infrequent basis. Member Sheldon wanted option 1 - reject all bids and rebid the program. Scott Anderson noted that there was less clogging in the ditches and culverts when the right-of-way parcels were mowed more frequently.

It was moved by Member Sheldon, and seconded by Member Pink, to recommend to the Village Board that they reject all bids, waive sealed bids and negotiate with (lowest responsible bidder) On Call Properties at the price they submitted in their proposal, \$22,765 for mowing the Village right-of-way parcels. The motion was carried.

F. DISCUSS FUTURE WATER LINES EXTENSIONS

Chairman Armstrong expressed thanks to Rich Greenberg for allowing the Lake County Water Department people access on his property. Cost estimates for more extensions are being looked into, especially SSA#1. Chairman Armstrong recalled that years ago Gewalt Hamilton & Associates Engineers fully engineered the site already and possibly they could ask for a current cost and line connection, with three separate water lines planned. Scott Anderson offered the alternative of getting a cost per foot for the current job and build the desired estimate off of that. Chairman Armstrong volunteered to approach the other residents after he had the estimates in hand.

Scott Anderson cautioned that they have to under the railroad tracks to give water access to the houses on the other side in Sanctuary Lane, which would require a 200ft auger. Bob Irvin advised the IGA was approved in November 2012 and that he talked to Peter Kolb, Director of Lake County Public Works, to point out the clause that honored the agreement for 30 years post signing November 2012. Chairman Armstrong stated that he would like to question the 10 residents for their level of interest in the water line extensions and if the response was encouraging, he would like to start the ordinance preparations, but he would ask permission of the Village Board before proceeding. He also wondered how to charge the residents, by property valuation or per residence. Scott Anderson noted that Bill Kurtis wanted access through the Grainger property and Chairman Armstrong thought Leahy also wanted this. Chairman Armstrong stated that the JAWA agreement ends 1/1/2018 for certain residents and Spiglanin also might be interested. Scott Anderson offered to furnish rough estimates including Little St. Mary's Road and Old School Road.

G. DISCUSS REQUEST FROM RESIDENT TO REMOVE BUCKTHORN ON OLD SCHOOL ROAD ACROSS FROM RITEWAY ROAD

Chairman Armstrong received an email from a resident about the buckthorn overgrowth on Old School Road by the Koffel driveway. Trustee Towne noted that the property was owned by the LCFP and Member Sheldon suggested the resident should be directed to the LCFP.

Denis Bohm suggested replacing the buckthorn with native shrubs in the fall/winter, if the LCFP wanted the Village to proceed on their behalf.

H. DISCUSS DRAINAGE ISSUES AROUND OLD SCHOOL ROAD AND BRADLEY ROAD INTERSECTION

Chairman Armstrong noted that Bradley Road near the church was frequently flooded on the south side of the road to the east. He noted the ditch along the west side of Bradley was washing out the trails and needed to be drained. Scott Anderson suggested putting a culvert under the trail at the intersection and Chairman Armstrong requested that Anderson provide an estimate by the next meeting. He anticipated heavy road construction on Old School Road around the Steeple Corporate Way, but Anderson suggested that there would be less traffic than when the Oasis Park berm was built. Chairman Armstrong also noted that Klassman's ditch needed attention.

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

Chairman Armstrong inquired about the height and slope of the Koffel berm and was concerned about the October completion date. Bob Irvin stated that he thought by the end of summer the berm would be completed and that Koffel needed to put in a drainage pipe to reduce the impact to the neighboring residents, but was reluctant to do so.

Bob Irvin stated that he was contacted the Green Oaks Village Administrator about how Mettawa was enforcing the truck weight and traffic limits. Denis Bohm noted that there was flooding on the trail across from AbbVie, a culvert was there, but water was not flowing anywhere. Trustee Towne thought that the culvert was blocked, and Scott Anderson offered to evaluate the situation and offer a solution.

J. ADJOURNMENT

It was moved by Member Pink to adjourn the meeting 7:33 pm, seconded by Member Sheldon. The motion was carried.

Colleen Liberacki, Deputy Village Clerk

This document is subject to correction as noted on next meeting's minutes.