

MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON WEDNESDAY, MAY 11, 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; Rick Phillips, architect; Bob Irvin, Village Administrator; Scott Anderson, Village Engineer and Colleen Liberacki, Deputy Village Clerk.

Chairman Armstrong declared a quorum present.

C. APPROVAL OF MINUTES FROM APRIL 13, 2016 MEETING

Meeting minutes from April 13, 2016 were reviewed. Member Pink noticed two omissions and it should read: page 3, “that they have to *bore* under the railroad tracks” and page 4, “was contacted *by* the Green Oaks Village”. It was moved by Chairman Armstrong and seconded by Member Sheldon that the meeting minutes were approved with the omissions corrected. The motion was carried.

D. DISCUSS VILLAGE HALL RESIDENT SURVEY

Chairman Armstrong presented a spreadsheet indicating that the smaller building cost would be \$135/square foot, instead of \$200/square foot for the larger building. He also advised that a smaller building would reduce the furniture expenditure by 50% as well. Others were still interested in a larger building to encompass all of the Village’s meeting needs. He explained for the larger building (3K square feet), the cost would be \$912K - \$1.3M and the cost for the smaller building (2K square feet), the cost would be \$759K - \$760K – both spreading the cost out over five years at today’s labor and material rates. These figures do include water and sewer services. If he would compare these figures to renting, which is the current scenario, he would create a 20 year timeline for a more accurate evaluation.

Bob Irvin mentioned that the cost of land development \$120K - \$130K could be reduced significantly if they were to work with the excavation vendor located by Trustee Towne, a previously offered option a few months ago. Trustee Towne inquired if the Village Board did approve the Village Hall location, to which both Bob Irvin and Chairman Armstrong replied that the Village Board did approve this last year by vote.

Member Pink inquired if the ZPA Commission would be using the smaller building, to which Bob Irvin replied that the nature of those meetings resulted in a public hearing, which would

have to accommodate many residents, so the meeting would be held at the Hilton. Member Sheldon expressed her opinion that the Village Hall should be a larger building to encompass all the Village's meeting needs, as the smaller building capacity is too limited. Bob Irvin felt that the Village Board should decide the building size, not the residents, and the residents input should be to decide only if they want to build a Village Hall.

Member Sheldon inquired what the criteria was for holding a referendum, to which Trustee Towne thought that a referendum made sense to clarify the decision. Bob Irvin stated that you could utilize an advisory referendum on anything. Scott Anderson heard residents express concern about the annual rebates being at risk, due to the expense of a Village Hall. Trustee Towne advised that the residents' taxes or rebates would not be affected by the expense of a Village Hall. Bob Irvin stated that a referendum could be held in November or April, and Trustee Towne wanted the text drafted for a referendum.

Member Sheldon still preferred the Whippoorwill site for the Village Hall at the previous Korhumel home site that was demolished. She felt that the Village traffic into Whippoorwill off of Route 60 would be minimal. Bob Irvin reminded those present that there would be requirements for a left and right turning lanes for a larger assembly purpose building and IDOT would have to approve it. Trustee Towne thought that the traffic at the Dreikosen site was too congested and quoted that 50% of the accidents that occur inside the Village happen at that location. Chairman Armstrong stated that he would have to see the official numbers for his consideration of this idea.

Bob Irvin expressed concern regarding accurate homeowner representation in the survey, wanting to avoid homeowner photocopy duplication by using colored paper and a SASE. He also noted some property owners only lived in the Village part-time, and do not vote here and some property owners rent their residence and the renters do vote here. Scott Anderson suggested only tax payers be allowed to vote. Chairman Armstrong assured those present that the expense of a Village Hall construction would not be the contributing variable to a tax increase or termination of the rebate program. Bob Irvin suggested that the Village reserves and revenue information could be included in the survey distribution.

Rick Phillips felt that the options on the survey should be renting (maintaining status quo) or building new and there should be a 20-year timeline comparison presented for the residents' informed decision. Chairman Armstrong felt that there was no option to rent, since no building was available in the Village and that he would take the amended survey to the Village Board for their approval prior to distribution, omitting the choice of size and "no opinion" option. Bob Irvin suggested a response by postcard, as opposed to voter record.

It was moved by Chairman Armstrong, and seconded by Member Sheldon, to recommend to the Village Board that they accept the Public Works Village Hall survey with the omission of "no opinion" and choice of size of Village Hall. The motion was carried.

E. DISCUSS CLARKE MOSQUITO ABATEMENT AGREEMENT

Bob Irvin presented the Clarke Environmental Mosquito Management proposal and noted that all the services were the same as the prior year with a decrease of \$30 in cost. Member

Sheldon noted that it was difficult to obtain good coverage, as the Village was situated right next to the LCFP. Member Pink suggested an additional application, if necessary.

It was moved by Chairman Armstrong, and seconded by Member Pink, to recommend to the Village Board that they accept the 2016 Clarke Environmental Mosquito Management proposal for \$24,450. The motion was carried.

F. UPDATE ON FUTURE WATER MAIN EXTENSIONS

Chairman Armstrong reported that they are focusing on Area 1 now; Area 2B and Area 2C later and that Area 2A has been done. The area involved was west of St. Mary's Road and Gewalt Hamilton Engineering of Vernon Hills had already done the engineering. He also noted that resident Kurtis wanted to talk to Grainger to see if they would let him tap into their lines, and Mayor Urlacher was supposed to talk to them as well.

G. UPDATE ON OLD SCHOOL ROAD DRAINAGE ISSUES

Chairman Armstrong inquired of Scott Anderson about the profile plan, which he said was done, but he did not bring it. Anderson further stated that the cost could be estimated at \$10K - \$20K and the next step was bidding. Chairman Armstrong asked for a copy of the plan, but Scott Anderson thought it was better presented in person and it was agreed that all interested parties meet at the Village storage facility on Route 176 at 1:00pm on 5/16/16. Bob Irvin suggested that the June Board meeting would be the bid approval timeline and that the Village had until 10/1/16 to complete the work. Trustee Towne noted that if the work was estimated under \$20K, they were not required to go out to bid.

H. DISCUSS SNOW PLOWING CONTRACT OPTIONS: 2016-17 WINTER SEASON

Chairman Armstrong inquired of needed changes in service or if others present had input. Scott Anderson noted that the Forest Builders contract was one-half the cost in comparison to the next lowest responsible bidder and that there would be no increase in the 2016-17 contract. Trustee Towne noted that Forest Builders had a good relationship with the Village of Lake Forest, who stores the Village's salt and suggested extending the contract. Bob Irvin asked Scott Anderson to prepare a proposal for the next committee meeting in June.

I. DISCUSS OLD SCHOOL ROAD PROJECT

Scott Anderson reported that the bid should go out in August, in order to get responses in September to perform the work in October. Bob Irvin suggested that the bids go out in July, to give the vendors more flexibility and the price might be more favorable. Anderson felt that a greater window of opportunity to perform the work would be a leverage to reduce the price. Chairman Armstrong asked of Scott Anderson that the bids go out in July and Bob Irvin noted that the funds were in place in the capital budget already.

J. REQUEST FROM ALWAYS FAITHFUL EQUESTRIAN CLUB FOR SPECIAL PERMIT

Bob Irvin explained that the Village code restricts the number of driveway cuts to two, but the Village Board could waive that. Trustee Towne thought it was a good idea for two reasons: 1) safety would be increased on the north side of the property, directing this traffic to the third driveway and 2) there would be access to the drainage easement. Scott Anderson estimated that this third driveway would be used approximately three times a week.

It was moved by Chairman Armstrong, and seconded by Member Pink, to recommend to the Village Board that they waive the two driveway Village code restriction and allow a third driveway at the Always Faithful Equestrian Club. The motion was carried.

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

Bob Irvin stated that he was contacted the Libertyville Public Works Director regarding the possibility of Mettawa and Green Oaks engaging in an electronics recycling program, but no cost was provided as of yet. Trustee Towne was dismayed with the Green Oaks installation of a 3-way stop sign at Bradley Road and Lucky Lake, feeling it was not necessary and rather awkward to navigate. Bob Irvin stated that the sign was installed as a result of a homeowner complaint, not necessarily going through the required channels. Member Pink inquired if Scott Anderson would take care of the reappearing shoulder ruts on Meadowwood Lane. Chairman Armstrong felt it was time for Forest Builders to rake the trails and fill in the ruts. Member Pink reported that the entire entrance was dug up at Meadowwoods and Bradley.

L. ADJOURNMENT

It was moved by Member Sheldon to adjourn the meeting 7:16 pm, seconded by Member Pink. The motion was carried.

Colleen Liberacki, Deputy Village Clerk

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