

**MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON
WEDNESDAY, NOVEMBER 11, 2020 VIA ZOOM**

A. CALL TO ORDER

Chairman Pink called the meeting to order at 6:02 pm.

The Village meetings are being conducted in accordance with the recently amended provisions of the Open Meetings Act and the Governor's Disaster Proclamation reissued October 16, 2020 and the Governor's Executive Order 43 and 48. In recognition of Section 12 of the Disaster Proclamation which provides that meetings attended by more than 50 persons are not feasible and the social distancing requirements, an in-person meeting is not practical nor prudent at this time. Therefore, the meeting is being conducted by audio conference.

B. ROLL CALL

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

Present: Chairman Pink and Member Bohm

Absent: Member Sheldon

Chairman Pink declared a quorum present.

On the call: Village Clerk, Sandy Gallo; Village Administrator, Bob Irvin; Village Engineer, Scott Anderson;

C. APPROVAL OF MINUTES OF THE OCTOBER MEETING

Regular Meeting minutes from October 14, 2020 were reviewed. It was moved by Member Bohm and seconded by Chairman Pink that the meeting minutes be approved and be placed on file. The motion was carried.

**D. DISCUSS THE PROPOSAL FROM HEY & ASSOCIATES, INC. FOR THE
STORMWATER MANAGEMENT STUDY**

Chairman Pink asked the Committee if they had any changes to the Hey & Associates, Inc. proposal. Member Bohm asked what was the outcome from driving around the Village to view the water drainage issues occurring with Hey & Associates. Chairman Pink said the firm understood the Village's urgency of addressing some areas as quickly as possible. Village Administrator Irvin added the drive through the Village took about 2.5 hours with various stops being made at the problematic areas. Six pre-identified areas by the Village and from residents' communications, were locations we stopped and reviewed the conditions of drainage. Village Administrator Irvin added Hey & Associates has been provided prior years stormwater engineering plans and study results along with the Village's detention ponds locations. Village Administrator Irvin said Hey & Associates Scope of Services document covers several of the aspects the Village was seeking. The Committee might want to consider only having one public engagement and solicitation meeting given all of the feedback we have already received from residents. Member Bohm asked if the drive through with the engineering firm included the south end of the Village. Village Engineer Scott Anderson said he was not aware of any drainage issue on that side of the Village. In addition, Lake County has done a great job keeping the road ditches clear to prevent issues. Member Bohm asked if

Zenko's farm on Route 60 was included in the assessment. Village Engineer Anderson added this resident is located on a flood plain and nothing can be done to resolve their issues.

Village Administrator Irvin said he compared Hey & Associates, Inc. proposed engineering hourly rates and the results showed their rates were very compatible to other engineering firms. Hey & Associates senior civil engineer hourly rate was listed as \$170, while similar recent work with Gewalt Hamilton was completed at \$166. Christopher Burke's recent job in Lincolnshire hourly rates ranged from \$146 to \$225. As a result, Hey & Associates hourly rates are very comparable to other engineering firms that were being considered.

A motion was made to approve Hey & Associates, Inc., for the stormwater management study to be presented to the Board subject to legal review and itemization on the public engagement and meetings costs. The motion was moved by Member Bohm and seconded by Chairman Pink. The motion was carried.

Village Administrator Irvin said Hey & Associates, Inc. has enough to do based on their estimated timeline prior to scheduling a public meeting. Chairman Pink said given the holidays are around the corner, it would not be ideal to have a public meeting next month.

E. DISCUSS THE RIGHT-OF-WAY MAINTENANCE PROGRAM FOR 2020-2021

Village Administrator Irvin said the Committee usually discusses the maintenance program at the November meeting to determine if they would like to continue with the current service provider or go out to bid prior in the spring. Dunlap is our current landscaper for the right-of-way maintenance. Dunlap's contract has an addendum to add 2 or 3 mows at the corner of Route 60 and St. Mary's Road. Member Bohm asked that we include 4 mows for the new contract and have the Village schedule the mowing when needed. Village Administrator Irvin said the Village creates a savings when they continue to work with the same landscapers for the ROW service work. Savings for the Village is apparent when our Village Engineer does not have to spend time on site with the service provider discussing on how to handle areas and inquiring on when work would be completed. Dunlap Lawn Service has been providing the high service level the Village is seeking.

Chairman Pink added Dunlap was called to remove a tree on a Sunday afternoon. Dunlap arrived cleared the fallen tree and removed some of the surrounding buckthorn.

The Committee reached a consensus to have Village Engineer Jamie Anderson inquire if Chris Dunlap would perform the Village's 2021 right-of-way maintenance, with 4 additional mows for the same price as last year.

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

A motion was made to cancel the December Committee meeting. The motion was moved by Member Bohm and seconded by Chairman Pink. The motion was carried.

G. ADJOURNMENT

It was moved by Member Bohm and seconded by Chairman Pink to adjourn the meeting at 6:26 pm. The motion was carried.

Sandy Gallo, Village Clerk