

**MEETING MINUTES OF THE
PUBLIC WORKS COMMITTEE
OF THE VILLAGE OF SPRING GROVE
FEBRUARY 5, 2009**

A meeting of the Public Works Committee was held this date at 10:00 a.m. at the Municipal Centre, 7401 Meyer Road, Chairperson Ron Kopke presiding.

Call to Order. The following members were present: Ron Kopke, Chairperson; Members Jim Anhalt and Del Houghton - 3. Absent: None. Also in attendance were Matt Wittum, Public Works Crew Leader; Tom Sanders, Executive Assistant/Chief of Police; and Bonnie DeGroot, Village Secretary.

New Business

Review of Staffing Needs for FY 2009-2010. A breakdown was created by Crew Leader Wittum that reported the cost savings of using in-house labor as opposed to contracting landscape services based on a 28 week mowing season. The use of in-house labor and materials provides a significant savings of approximately \$425.00 on average per week. This figure includes the costs of 1 full time employee and 2 part time seasonal employees managing 71.65 acres of park land, bike/walking paths along Winn, Main and Oak Valley Estates and North Ridge subdivisions, as well as maintenance on equipment. If the option of using our own employees to manage the parks is used it will also prove to be a benefit when the Public Works Department will need employees to be put on various projects that arise during the season. The Committee was in agreement that the most fiscally responsible option for the Village would be to have the Public Works Department handle the parks management with 1 full time employee who will oversee mowing and maintenance and 2 seasonal part time employees. The Department will consist of 4 full times, 2 part time and 2 seasonal employees.

Finalize 2009-2010 Public Works Budget. The proposed budget was reviewed by the Committee. It is noted there is a \$38,950 increase. The most significant increase is due to IMRF caused by the economy. The Committee is in agreement to keep the Capital Budget figure at zero due to budget restrictions. The proposed increase with wages was figured based off of a 3% average figure.

Review 2009-2010 Roads Budget. The road project that is currently on the schedule for the 2009-2010 season is Winn Road from Main Street to Route 12. A grant was secured for the repairs of the bridge which will need to be started by June of 2011. Chairperson Kopke suggested that a capital line item be added to the roads budget for equipment. There are three items on a "wish list" for equipment that will need to be looked into further. One item in particular would be a roller to be used for patchwork. The estimated cost of this would be \$12,600. In 2008, \$3,000 was spent on a rental for this. Over three years if this was purchased it would pay for itself. Another item that will be needed is a trailer to transport the large pieces of equipment. The approximate cost for the trailer would be \$4,700 and the Village would receive \$1,500 in trade for their current smaller trailer. Crew Leader Wittum will research auctions for further pricing. Lastly, a welder is being recommended with an approximate price of \$1,600.



It was also noted that the new crack sealer should be delivered sometime within the next two weeks, and the warranty will not begin until April when the machine will begin to be used.

Recommendation on Membership in the McHenry County Council of Governments Public Works Emergency and Non Emergency Mutual Aid Service Agreements.

A Motion by the Committee was made to recommend to the Village Board that the Village of Spring Grove Public Works Department enter the membership in the McHenry County Council of Governments Public Works Emergency and Non Emergency Mutual Aid Service Agreement.

Other Business. Crew Leader Wittum reported on the cost of construction on a Salt Dome. The cost of \$350,000 is a complete construction figure. The approximate size of the dome would hold 3,300 tons of salt. Due to the increase in salt prices during high demand months, the Village can acquire salt during off peak times for a discounted fee; however will need to be able to store the salt. The possibility of an intergovernmental agreement was discussed to have other local municipalities share into the cost of the construction in exchange for salt storage use. This will be looked into further, and a cost analysis will be completed by Crew Leader Wittum on the salt price savings. The Village of Spring Grove has added the Salt Dome to the Infrastructure projects that it is requesting funding for.

There being no further business the meeting was adjourned at 11:20 a.m.

Respectfully submitted

Bonnie DeGroot, Village Secretary