

**MEETING MINUTES OF THE
PUBLIC WORKS COMMITTEE
OF THE VILLAGE OF SPRING GROVE
JANUARY 16, 2009**

A meeting of the Public Works Committee was held this date at 8:00 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; and Tom Sanders, Executive Assistant/Chief of Police.

New Business

Discuss a New Crack Sealer. Crew Leader Wittum reported that he received two quotes for a crack sealer. The first is a new crack sealer that is \$47,000 and comes with a 1 year warranty. The second is a demo model that costs \$40,000 and comes with a 6 month warranty. The demo model has approximately 300 hours and comes with an air compressor. The distributor is out of South Carolina and they will transport the crack sealer for no additional charge. Crew Leader Wittum has spoken with two other municipalities who are currently using this same model and they have been very satisfied with the unit as well as the service from the company. These models will use the same attachments that have already been purchased for the previous crack sealer, and they provide the identical capacity.

The Committee's recommendation is to purchase the demo unit and take delivery in March which will have the warranty in effect during the spring and summer months when the sealer will be used. The Village received the refund check in the amount of \$40,000 from the previous crack sealer. These funds were earmarked for the purchase of the replacement crack sealer.

Update on Snow Removal and Salt Supplies. To date 500 tons of salt have been used as well as the beet juice supply. Another 200 tons have been ordered at a cost of \$138.52 per ton. More beet juice concentrate has been ordered and will be delivered next week. Depending on snowfall if the 200 ton supply of salt is used we will be able to order salt at a charge of \$155.00 per ton with no obligation on amount as long as it is ordered a semi-load at a time. As far as snow removal the Public Works Staff was recognized for all their efforts. It was reported that mail box damage complaints have been down; this is mostly due to the proactive letters that were sent out by Crew Leader Wittum to the owners of potential problem mail boxes before the winter season started. The main problem area this year has been cul-de-sac's. The safest way that drivers can go into these areas is by going straight forward and back due to all the blind spots in the trucks. They have spent half their removal time in cleaning cul-de-sacs.

The Committee will be recommending to the planning and zoning commission and board that any future developments do not include cul-de-sacs. The Committee also recommended increasing the cul-de-sac fee from \$10,000 to \$30,000 to offset costs for additional labor for snow plowing services and maintenance. Another possibility would be to have an area straight forward in the cul-de-sac for snow parking.



It was noted that a pre-wet system is being installed on truck #55. After this installation there will only be one truck that will still be in need the installation of this system.

Summer Maintenance at all Parks. With the addition of Thelen Park and the Fish Hatchery the Public Works Department had difficulty keeping up with the workload due to extra unscheduled work from these parks. It was requested that Crew Leader Wittum create a staff analysis spreadsheet of man hours that will be required to maintain the parks, lawn mowing, equipment, crack sealing etc. This spreadsheet will be used to decide whether it will be more beneficial to hire a permanent part time employee along with 2 summer workers or to contract out the lawn service maintenance for the neighborhood parks. If the lawn service is contracted out the contractor would be responsible for their own equipment and maintenance. Crew Leader Wittum will provide the committee with this breakdown for the next scheduled meeting.

2009/2010 Budget Requests. There will be no capital in the upcoming budget request. There were some line items that Crew Leader Wittum recommended to be increased; fuel, maintenance and equipment repairs. Crew Leader Wittum will meet with Chairman Kopke to review these recommendations.

Recommendation on participation in the McHenry County Council of Governments Damage Assessments Mutual Aid Intergovernmental Service Agreement. This item will be discussed at the next committee meeting. More information will be required such as who the participants are.

Member Houghton excused himself from the meeting at 9:12 a.m.

Other Business. Gypsy Moth spraying was done last year and will need to be again this year. Last year \$3,600 was spent on the spraying. It was recommended that the Village send letters out to the homeowners association to see if they would be interested in having their neighborhoods sprayed. Crew Leader Wittum will report back with the deadline dates for the spraying notification.

There was discussion regarding the public works new garage and office space as well as the IDNR using space in the new garage. The space that can be used for IDNR's use does not have access to the rest of the public works garage. The Public Works Department would eventually like to complete the build out for their office space in the new garage. Most all labor will be completed by the public works employees it is merely material costs that are in question. With budgets being tight it is difficult to set aside funds for the completion of the build out. However, if materials are purchased over time the work can be completed when the public works employees have more free time.

There being no further business the meeting was adjourned at 9:50 a.m.

Respectfully submitted

Bonnie DeGroot, Village Secretary