

**MEETING MINUTES OF THE  
PUBLIC WORKS COMMITTEE  
OF THE VILLAGE OF SPRING GROVE  
MARCH 6, 2009**

Police Department Conference Room, Spring Grove, Illinois, March 6, 2009; a meeting of the Public Works Committee was held this date at 8:05 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**

**Discuss Salt Acquisition for the 2009/2010 Winter Season.** Crew Leader Wittum reported that he has received a letter from CMS, a bidder for salt, requesting the amounts of salt and price that the Village is willing to pay for it. The Committee felt that without knowing what the salt prices are it would be difficult to give an amount on how many tons of salt will be purchased. Last year the state average was \$70 a ton and the McHenry County area average was \$130-150 per ton. After a brief discussion, it was determined to request no more than 1,200 tons and use the amount that was budgeted for since the price is unknown at this point.

Crew Leader Wittum reported only 8 of the 14 companies contacted on bidding on salt have responded. This again brings up the issue of the benefits of a salt barn. If the Village had space for the salt it can be ordered and delivered at much lower prices due to being able to purchase and take delivery pre winter season. Many of the companies want to know how much of the salt can be taken pre season, at this point without having the space the Village can not take advantage of the pre season delivery. Crew Leader Wittum will continue to look for bids on salt purchases and report back at the next meeting.

An update on the snowplow costs to date was provided. The cost for this service is reaching \$141,000 with charge backs equaling \$62,000. The actual budget figure was \$75,000, which included contractors and all materials.

**Recommendation on amendments to Chapter 9, Snow & Ice Control, in the Public Works Policy Manual.** The amendment to Chapter 9 includes information on the new trucks for staff. Member Houghton moved, seconded by Member Kopke to recommend to the Village Board to amend Chapter 9, Snow & Ice Control, in the Public Works Policy Manual. On voice vote the motion carried.

**Recommendation on adding new policies to the Public Works Manual: Uniform, Flagger/Work Zone, Crack Seal.**

**Uniform Policy.** The Village has a new service for uniform rental. The employee will be responsible for their uniforms including the collection of uniform items that are being replaced.



**Flagger/Work Zone Policy.** This new policy is in compliance with the MUTCD (Manual on Uniform Traffic Control Devices). This policy also includes signage and size of signage and number of flaggers required to be on site.

**Crack Sealer Policy.** This policy is being added is due to the addition of the Crack Sealer.

At the recommendation of Crew Leader Wittum, Member Houghton moved, seconded by Member Anhalt, to recommend to the Village Board to add new policies to the Public Works Manual regarding Uniform, Flagger/Work Zone, and Crack Sealing. On voice vote the motion carried.

**Public Comment.** None.

**Other Business.** Crew Leader Wittum reported the paths at Hatchery Park have been cleared.

It was recommended that a new policy should be put together as soon as possible regarding the water tower, waste water treatment plant and the well house key usage. Keys will no longer be distributed by the Village Hall. If access is needed the user will need to contact either the Building, Police or Public Works Departments to open up the facility and will have to be locked up by them when the user is finished for the day. No trespassing signage should also be placed at the facilities.

Discussion then continued regarding the billing of Wishcom for their use of having an antenna on the water tower. Per the terms of the Tower Lease Agreement the monthly rental fee is \$450. To date Wishcom has not been billed but they have been using the facility and they do have materials mounted in the building. Chairman Kopke will discuss this with the Village Treasurer to start monthly billing as soon as possible. Also, another concern is that Wishcom still has not submitted their plans for Manhard's approval. This will need to be done as soon as possible. They should no longer have access to the site until this issue is resolved. It was also recommended that a log is placed at these facilities for users to fill in.

Chief Sanders was contacted by Motorola who expressed interest in installing a repeater for the county system onto our tower along with the pump house. This could result in the reduction of dispatch fees. If this is a StarCom radio system it could become lucrative for the Village. Chief Sanders will be scheduling a meeting with them shortly and will report back to the Committee.

It was also noted that the conduit needs to be checked at the tower and the well house. They have been stubbed however they are not connected per Inspector Sherman's inspection.

Crew Leader Wittum was contacted by the Department of Agriculture regarding Spring Grove is falling into the quarantine zone for the Emerald Ash Borer. They are requesting that no wood be moved to another location. Crew Leader Wittum will be sending information out to residents via the upcoming Village newsletter.



Crew Leader Wittum reported that the American Public Works Association has a Public Works week and was recommending a possible open house in the future. Crew Leader Wittum will be reviewing the acreage totals with the county regarding the gypsy moth spraying, there were some discrepancies with the Breezy Lawn Subdivision. The Public Works Department is looking into more cost efficient products such as uniforms, oil filters, signs, oils and lubricants, etc.

There being no further business the meeting was adjourned at 9:30 a.m.

Respectfully submitted

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Bonnie DeGroot, Village Secretary