

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

A meeting of the Public Works Committee was held this date at 11:00 a.m. in the Conference room adjoining the Board Room at the Municipal Centre, 7401 Meyer Road, Chairperson Ron Kopke presiding.

**Call to Order.** The following committee members were present: Chairperson Ron Kopke; Members Jim Anhalt, Pat Mazzanti and Del Houghton – 4. Absent: None. Also in attendance were Matt Wittum, Public Works Crew Leader, and Tom Sanders, Chief of Police and Executive Assistant. The committee was joined at 11:30 a.m. by Public Works employees Mike Ringler and Jeff Leslie with a short description of the work they do for Public Works.

**New Business**

**Discuss Public Works Staff and Work Schedule.** There was a short discussion regarding the re-assignment of responsibilities once a new employee is hired to do building inspections and assist Public Works. The committee was in agreement that the new employee should report to the Public Works Crew Leader. It was suggested that building inspections only be done on specific days and permit fees be increased to cover the added time necessary for all inspections. It is recommended that the Villages ordinances be changed to reflect a more realistic fee for inspections.

**Discuss Ways to Reduce Snowplowing Expenses.** In an attempt to reduce the village's snow removal, village staff would perform all wing work instead of using the snowplowing contractor for some of this work. Additionally, village staff will clear all cul-de-sacs as well. Member Mazzanti asked if the snow in cul-de-sacs could be moved out and distributed elsewhere. It was mentioned that these are problem areas for snow removal and we try to distribute it as well as we can without spending extra hours doing this work. New subdivisions now have designated easements for snow placement as well as a penalty to discourage developers from the overuse of cul-de-sacs.

**Recommend to the Village Board the approval of the 2009-2010 Snowplowing Contract.** This year Gary Hoehne will be plowing as part of his existing contract. Crew Leader Wittum indicated that he solicited bids from other contractors but Gary Hoehne still had the lowest pricing by about \$25 per hour. It was explained the village notifies the contractor when to begin plowing, who then informs the village when they have completed plowing. This allows the village to review the invoices to ensure the hours correspond accordingly.

Crew Leader Wittum explained the village's policy regarding mailboxes damaged by snow removal. Approximately 50 letters were sent out to residents asking them to repair their mailboxes before the season begins.



**Public Comment.** There was no public comment.

**Other Business.** Crew Leader Matt Wittum stated that the path was completed using road grindings proceeding north on the East side of Winn Road and they are now awaiting permission from property owners to continue the path. Chief Sanders indicated that after talking to the owners, he did not think there would be a problem getting permission.

Some potholes in the Red Oak Estates subdivision were cold patched to prevent damage to the snowplow equipment. The street sweeper is working well and currently being used to clean streets before winter. The Public Works crew had just completed cleaning out storm sewers in the Forest Ridge subdivision.

There being no further business the meeting was adjourned at 12:15 p.m.

Respectfully submitted

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Ron Kopke, Public Works Chairperson