Village of Spring Grove
Public Works Committee
Meeting Agenda

1. Call to Order
2. New Business
   A. Review of 2015 Public Works Activities
   B. Discuss implementing a Brush Drop-Off Program
   C. Discuss Plans and Projects for 2016
   D. Discuss and recommend wastewater and water system operation and maintenance agreement
   E. Discuss Burton Township Road District Facility Needs
3. Public Comment
4. Other Business
5. Adjournment

Posted: January 8, 2016 at 3:00 pm
MEETING MINUTES OF THE
PUBLIC WORKS COMMITTEE
OF THE VILLAGE OF SPRING GROVE
JANUARY 12, 2016

Council Chambers, Spring Grove, Illinois, January 12, 2016; a meeting of the Public Works Committee was held this date at 6:00 p.m., at the Municipal Centre, 7401 Meyer Road; Chairman Jim Anhalt presiding.

Call to Order. The following committee members present: Chairman Jim Anhalt; Members Pat Mazzanti and Randy Vinyard – 3. Absent: None. Also present for the Village were: Jeff Letzter and Bob McMahon, Village Trustees; Tom Sanders, Executive Assistant; Matt Wittum, Public Works Supervisor; Trent Turner, Building and Zoning Officer; and Sandi Rusher, Village Clerk.

New Business.
Review of 2015 Public Works Activities. Supervisor Wittum provided a synopsis of the department’s Project Lists for Parks and Roads completed in 2015 and which of those projects were rescheduled to 2016, attached as Exhibit A.

Discussion and Plans for 2016. Supervisor Wittum highlighted the department’s 2016 Project List for Parks and Roads, attached as Exhibit B, which included the cracksealing of roads and park improvements at Hatchery Park, Springdale Trails Park, Spring Grove Park and Thelen Park. Supervisor Wittum will provide the cost and time estimates for the rehabbing of the concession stand at Spring Grove Park and replacing the rotting wood on the building (roof, fascia and soffit) roof at Hatchery Park at the upcoming Parks Committee meeting.

Discuss Burton Township Road District Facility Needs. In attendance were Burton Township Supervisor Sam Jones and Road Commissioner Dan Sutton to discuss the feasibility of adding on to the north end of Municipal Centre for township offices and building a 40’ x 80’ building for equipment and a salt storage barn in the public works yard. The township proposed paying for these improvements, the utilities associated with them and turning them over to the village upon the consolidation of the townships. It was explained that the village would still charge the township a lease fee for the land and facilities used.

Discussion commenced regarding the Site Plan with Proposed Options prepared by Trustee Letzter, attached as Exhibit C. The Site Plan showed the existing village buildings and a 1,426 sq. ft. township office building, without a basement, which would be located on the north end of the parking lot or in the public works yard. Trustee Letzter stated due to the topography and location of utilities on the north end of the Municipal Centre building, it would be the same cost to construct a new building, which he estimated to be $150,000 as it would be to add on. The Site Plan did not show a 40’ x 80’ building for equipment and a salt storage barn in the public works yard for the Road Commissioner who later stated he could stay at their existing building and make it work until the townships are consolidated. The estimated cost for a heated building with electric is $180,000.

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It was questioned if Burton Township would legally be able to turn over the constructed buildings or addition to the village as intended because they were built with township funds should the townships consolidate. Supervisor Jones will seek a legal opinion on this matter. Concern was also expressed should the newly consolidated township officials want to remain in the facilities. Road Commissioner Sutton added the road district building and salt storage barn would most likely continue to be utilized so there is equipment on this side of the township. It was suggested the village pay for the improvements and lease them back to the township and if a separate office building is constructed it could be used as a community center.

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Supervisor Jones and Road Commissioner excused themselves as they had another meeting to attend.

A less expensive option suggested was running sewer to the existing township building on Main Street to address their bathroom issue and reconfiguring the handicapped accessible ramp to turn that into township offices and hold their monthly meetings at the Municipal Centre. Another option discussed was to rent the township two offices on the Administrative side of the Municipal Centre and allow them use of the council chambers for meetings. The discussion concluded with the committee and Trustees Letzter and McMahon being opposed to any expansion of Burton Township at the Municipal Centre (township building addition or road district building). Trustee McMahon was also opposed to renting them office space and felt the township building should be updated and used for their offices and monthly meetings.

The committee decided to recommend offering to rent them two offices on the Administrative side and the use of the council chambers for meetings. They asked that a motion be placed on the January 19 agenda to this affect.

**Discuss Implementing a Brush Drop-Off Program.** Consistently over the years, residents have voiced concern with the hours that wood chips can be picked up and that the village doesn't offer brush pickup. Supervisor Wittum proposed to offer residents these services on a trial basis one Saturday a month from 8-noon. Concern was expressed that the brush drop off could be abused by landscape companies and brush would be dropped off on days not accepted. After some discussion, the committee was not in favor of starting such a program and residents still have other options such as burning or utilizing Groot's services to remove yardwaste.

**Discuss and Recommend Wastewater and Water System Operation and Maintenance Agreement.** The existing contracts expire on March 1, 2016 with Robinson Engineering and they submitted new two-year proposals. The current monthly fee for wastewater operations assistance is $3,030 and the proposal calls for a 3% increase with $3,121 per month for the first year and $3,215 per month for the second year. The current monthly fee for water treatment assistance is $610 and the proposal calls for a 3% increase with $628 per month for the first year and $647 per month for the second year. Additional proposals were not sought as the village is happy with their services. It was consensus of the committee to recommend the approval of the proposals as submitted to the Village Board.
Trustee Anhalt reported more water system users are needed because the system has been having an issue with the colder temperatures and freezing up. It was suggested the village follow the ordinance and require connection to those who are on sewer, excluding those connected to the pressure main.

Public Comment. Chairman Anhalt then opened the meeting up for discussion by the public. There was no one in attendance who wished to address the committee.

Other Business. Supervisor Wittum made the committee aware of the extensive engine and transmission repairs needed for two-5 yard trucks.

There being no further business, Member Mazzanti moved, seconded by Member Vinyard to adjourn the meeting at 7:08 p.m. On voice vote, the motion carried.

Respectfully Submitted,

Sandi Rusher, Village Clerk
2015 Project List

PARKS

Hatchery Park:
- Pavilion Construction: Completed

Horse Fair Park:
- Entrance sign re-done, new bed, pillars and landscaping: Completed

Spring Grove Park:
- Possible re-roof of concession stand: 2016
- Install fall protection on 2 sets of bleachers: Comets Org. install
- Gate repainted: 2016

Thelen Park:
- Possible path install behind bleachers on football field: Completed
- Possible fall protection on 2 sets of bleachers: Comets Org. install
- Stump grind, dirt and seed 2 locations: Completed
- Gate repainted: 2016

Oak Valley Park:
- Baseball field re-hab: Completed by RBBA
- Stump grind and re-plant trees: 2016
- Low area in NE corner of park filled in and seeded: 2016

Pierce Park:
- Baseball field re-hab: 2016
- Stump grind and re-plant trees: Completed

Other:
- Picnic table re-hab (wooden): Completed all but 3
- All parks spring landscape chores (edging, mulch, etc): Completed
- Signs repainted: 2016 with new landscaping
ROADS

Sunset Road:
- Prep and install 870 feet of concrete curb on hill down to 12. Possibly work in conjunction with contractor on project. Completed.
- Install concrete storm sewer structure and pipe. Completed.
- Re-ditch and add rip-rap where needed to rt 12. Completed.
- Install 140’ of guardrail. Completed.

Crackseal work (from 2014):
- Finish Breezy Lawn. Completed.
- Greenridge Subdv. Completed.
- West end of Springdale Trails needs to be re-evaluated.
- 2015 work TBD after winter.

Cut & Patch:
- TBD after winter. All necessary work completed.

Sign work:
- Stop sign upgrade program. All identified signs changed.

Shoulder Gravel:
- TBD after road evaluations completed in spring. All identified areas completed.

Storm Sewer Cleaning:
- Orchard Bluff.
- Spring Grove Estates.
- Springdale Trails.

Other:
- ROW restorations from winter.
- Possible tree work in conjunction with Winn Road bike path extension.
2016 Projects

PARKS

Hatchery Park
- Install pavilion sign with pillars made, landscape??
- Hatchery building work, fascia/soffit

Horse Fair Park
- Install parking area drain, 2 catch basins and pave area
- Gazebo bench replacement

Thelen Park
- New sign bed with landscaping, electric run to be
- New tiered, landscaped berm around/behind sign installed
- Gate repainted

Spring Grove Park
- Concession stand re-hab
- Gate repainted

Oak Valley
- Low area in NE corner filled and seeded

Pierce Park
- Baseball field rehab

Springdale Park
- New playground area created, re-install equipment
- New sign with landscaping installed.

Other
- Spring clean-ups and landscape chores
- Re-install repainted signs in Wilmot Farms, Breezy lawn and Oak Valley Parks
ROADS

Cut & Patch
- TBD after winter

Crack Seal Work
- English Prairie
- Clark, South end
- Spring Oaks
- North end of Wilmot Farms
- English Prairie Estates
- Other areas TBD

Curb seal
- Thousand Oaks
- Red Oak Estates

Sign work
- Regulatory upgrade program

Shoulder gravel
- TBD after winter

Sinkhole repairs
- The Preserves, multiple locations
- Forest Ridge
- Breezy Lawn

Storm Sewer Cleaning
- Orchard Bluff
- Spring Grove Estates
- Springdale Trails

Tree work
- Dead tree in Michigan cul-de-sac
- Dead tree in Spring Oaks
- Dead tree on Main Street
- Dead trees/EAB on East Solon
  *All listed tree work needs a bucket truck/lift to complete*

Other
- Hydrant and low pressure sanitary system flushing
- Spring Ridge Drive repairs and shoulder re-grade. Work with J. Pease/Super Mix
- ROW restorations from winter
- Possible profile change before resurfacing on Clark Rd