Village of Spring Grove – Public Works Committee
Special Meeting Notice and Agenda

NOTICE IS HEREBY GIVEN that the Village of Spring Grove Public Works Committee will hold a Special Meeting on Tuesday, July 16, 2019, at 8:00 a.m. in the Council Chambers at the Village of Spring Grove Municipal Centre, 7401 Meyer Road, Spring Grove, Illinois.

The agenda for the meeting is as follows:

1. Call to Order
2. Roll Call
3. Public Comment
4. Discuss and Prioritize Public Works Projects
   A. Road Projects
   B. Park Projects
   C. Tree Work
   D. Downtown Improvement Plans
   E. Rental of Boom Mower
   F. Replacement of Salter on Truck 52
   G. Equipment Repairs
   H. Emergency Access Driveway at Horse Fair Park
   I. Village Hall Parking Lot and Salt Barn Pavement
5. Discuss New Trailer for Mowers
6. Adjournment

Posted: July 12, 2019 at 3:00 p.m.
MEETING MINUTES OF THE
PUBLIC WORKS COMMITTEE
OF THE VILLAGE OF SPRING GROVE
JULY 16, 2019

Council Chambers, Spring Grove, Illinois, July 16, 2019; a meeting of the Public Works Committee was held this date at 8:02 a.m., at the Municipal Centre, 7401 Meyer Road; Chairman Pat Mazzanti presiding.

Call to Order. The following committee members were present: Chairman Pat Mazzanti and Member Mike Lee - 2. Absent: Member Lloyd Simonson - 1. Also present for the Village were: Tom Sanders, Executive Assistant; Mike Ringler, Public Works Supervisor; and Sandi Rusher, Village Clerk.

Public Comment. There was no one present.

New Business.
Discuss and Prioritize Public Works Projects. Supervisor Ringler prepared a list of projects that needed to be prioritized.

- Road Projects. It was determined that this was the most crucial of all the projects.
  - Cut and Patch. The department is behind on this and crack sealing. They are currently patching roads in the Springdale Trails subdivision and there are more patches needed than anticipated. The roads in this subdivision are expected to be resurfaced in 2020.
  - Crack sealing. The department anticipates beginning next week after completing the cut and patch projects. Their priority is to seal the recently paved roads such as those in the Red Oak and English Prairie subdivisions as well as Sunset and Meyer Roads. It was estimated it would take 2 weeks to complete Sunset and Meyer Roads and a week for the two subdivisions. A general discussion followed regarding how labor-intensive crack sealing is as all employees are needed to complete and the importance of how crack sealing prolongs the lifespan of a road. The committee discussed the need to bring this to the board’s attention to make them aware that other projects may not get completed because the village cannot keep deferring the maintenance of the roads as they are deteriorating. Ideally, the department would like to begin crack sealing in the spring so the material has all summer to seep into the cracks.
  - Sinkholes. The department estimates there are 20 sinkholes in need of repair throughout three subdivisions. On average a three-man crew can repair 1-2 sinkholes per day depending on the size and complexity.
  - Dirt and Seed on Prairie Drive. A crew will be needed to go out there and roll the shoulder of the road is higher than the newly resurfaced road.

- Park Projects. It was determined that beyond finishing up the projects at Thelen Park, the department is not allowed to take on any more projects as the remaining listed items are not a priority.
  - Finish dirt work and seed at Thelen Park.
  - Install Rotary Sign at Thelen Park.
• Rebuild pier at Hatchery Park. It will take 2-3 employees one month to rebuild the large pier. It was agreed not to outsource this project as the employees are aware of what is needed and have the materials to rebuild. It was agreed to hold off until 2020.

• Dirt and seed at Horse Fair Park. Turf damage was sustained from the last several events at the Park due to rain. It was agreed to just fill in the ruts because the department will be tearing up the grass with the installation of the emergency access driveway that is scheduled to begin later this year.

• Regrade parking lots with gravel. The parking lots at Hatchery and Horse Fair Parks need to be regraded but this is not a priority. It is estimated this will take one day to complete.

• Trim up tree lines at all parks. This is not a priority but with the rental of the boom mower will be completed.

• Tree Work

  • Drive each subdivision and trim trees. Annually before winter, the department drives each subdivision to determine if any branches need to be cut or trimmed back so the snowplow truck doesn’t hit them.

  • Winter trim trees in parks and remove dead trees. Money has been budgeted to trim trees in the parks and to remove the dead trees within the village’s rights-of-way on North and East Streets. Those on Winn Road and Main Street will be done in-house.

  • Grind stumps throughout the village. This will be fill in work in the fall as there are many stumps that need to be ground down. The rental cost is $125/day and it is estimated this will be a 2-3 day project.

• Downtown Improvement Plans. Executive Assistant Sanders stated there has been talk of the department putting in the parking area this year and extending the sidewalk on Blivin Street to Horse Fair Park. All of this has been put on hold as the village is seeking funding for these projects.

• Rental of Boom Mower. Supervisor Ringler recommended renting a boom mower for one month for a cost of $5,500 to trim back the trees/bushes along the rights-of-way and park entrances that are overgrown. By renting the boom mower, only one employee is needed versus several employees trimming with chainsaws or outsourcing the project where an employee would still be needed to supervisor the crew to ensure all trees are trimmed. It was agreed to rent the boom mower in August.

• Replacement of Salter on Truck 52. There are no parts to repair the computerized control system for the salt distribution on the 2004 International 5-yard truck. The committee agreed with Supervisor Ringler’s suggestion to replace the control system with a basic system for around $5,000.

• Equipment Repairs. The department will begin their winter preventative maintenance sooner this year. Truck 50 is still getting service work on its hydraulic system and the cost to repair the pump could be between $1,200 - $10,000. The company repairing the truck works on it as they have time since the village is not in need of it at this time, which is saving on the repair costs.

• Emergency Access Driveway at Horse Fair Park. This project will be being in the fall/winter of 2019.
- **Village Hall Parking Lot and Salt Barn Pavement.** The concrete seams behind the sally port are starting to deteriorate and creating holes that need to be cut out and patched. Supervisor Ringler was directed to obtain a price for a company to cut out the concrete patches and determine how much concrete is needed to see if it is more cost effect to order concrete or mix it in a mixer.

  Supervisor Ringler made the committee aware that the apron in front of the salt barn needs to be repaved within the next year or two.

After much discussion, it was agreed that the following are the Public Works Project priorities for the remainder of the year. It was noted the beginning and completion of all projects are weather dependent and it is not that the department cannot do all the projects; it’s that they just don’t have the time to do them all.

1. Road Projects
   A. Crack sealing
   B. Cut & Patch
   C. Sinkholes
2. Tree Work
3. Equipment Repairs

**Discuss New Trailer for Mowers.** The current trailer was purchased for the John Deere wide area mowers, which have since been replaced with new zero turn mowers that sit lower to the ground. The issue is that the mowers now bottom out when being loaded and unloaded from the trailer. The trade in value of the trailer is $2,000 and the cost to purchase a new lightweight landscape trailer after trade in is $5,700. After some discussion, it was agreed to make the current trailer work by looking into lengthening the ramps.

There being no further business, the meeting adjourned at 9:10 a.m.

Respectfully Submitted,

[Signature]

Sandi Rusher, Village Clerk