

**VILLAGE OF CHERRY VALLEY, IL
PUBLIC WORKS COMMITTEE MINUTES
MONDAY, MARCH 14, 2016**

CHAIRMAN: DAVID SCHROEDER
MEMBERS: STEPHEN APPELL NANCY BELT

Chairman David Schroeder called the Public Works meeting to order at 6:30PM. A Roll Call was taken:

STEPHEN APPELL	PRESENT
NANCY BELT	PRESENT
DAVID SCHROEDER	PRESENT

Others present: President Jim E. Claeysen, Trustees Jeff Fustin, Gary Maitland and Sally Hollembeak, Treasurer Karen Melloch, Public Works Director Chuck Freeman, Dennis McMullen C.E.S., Chris Cooper Hanson Professional Services and Village Clerk Dana Ward. Attorney Roxanne Sosnowski entered at 6:32PM.

ADOPT THE AGENDA: Chairman Schroeder moved to adopt the amended agenda. Trustee Appell seconded. Chairman Schroeder requested to delete; under *UNFINISHED BUSINESS*, item 1. *Bucket Truck - Continued Discussion*. This will be carried over to the next meeting. All “Aye”; none opposed. Motion carried by voice vote.

APPROVE THE MINUTES: February 25, 2016. Chairman Schroeder moved to approve the February 25, 2016 minutes. Trustee Belt seconded. Chairman Schroeder and Trustee Belt voted “Aye”; Trustee Appell voted “Abstain”. Motion carried by voice vote.

PUBLIC COMMENT: None.

ENGINEER’S REPORT:

1. Project Updates - Denny McMullen. Dennis McMullen, C.E.S., reported that the majority of the field work has been done for this year’s projects. The layout for the parking lot on Genoa Road will be discussed with the Streetscape project during the “Special” Village Board meeting this evening. At the Public Works meeting March 28, 2016, Dennis McMullen anticipates having information regarding the motor fuel tax (MFT).
2. Project Updates - Chris Cooper. No report.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

1. Curbside Refuse and Recycling Contract. Public Works Director Chuck Freeman presented the committee with information regarding the contract proposals. Two proposals were received, Rock River Disposal and Advanced Disposal; Public Works Director Chuck Freeman recommended awarding the contract for the curbside recycle program to Advanced Disposal. Chairman Schroeder moved to send to the “Special”

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Village Board March 14, 2016, an approval to award a three year contract for the curbside refuse/recycle program to Advanced Disposal, for the Alternate 1 package, at a cost of \$12.97 a month, pending attorney review. Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

2. 2016-17 Budget Review. Public Works Director Chuck Freeman presented a proposed Fiscal Year 2016-2017 budget to the committee for review and discussion. The budgets for Public Works, Streets, Building and Grounds and Water were discussed. Some of the items discussed, but not limited to, were:

PUBLIC WORKS

- a. Three employees will be recognized for years of service: Two for 15 years and 1 for 25 years.
- b. There will be a carryover in engineering services.
- c. Mosquito Control: This is the third and final year of the contract; therefore, the 2017-2020 contract will be discussed later this year.
- d. Copier expense will be split with the WATER budget.
- e. Rentals should be down substantially with the anticipated purchase of a bucket truck.
- f. Gas/oil should be less this year with the use of the WEX fleet fuel program.
- g. Security cameras will be installed at the Walnut Street building (Line Item 5375E).

STREETS

- a. Maintenance for vehicles remains flat.
- b. Professional services line item has increased: Another decorative sign will be installed at the east entrance to the village.
- c. Telephone: Cell phone service will be move to the Water budget.
- d. Equipment: A purchase for a tow behind portable sign will be made (Line Item 5375E).
- e. Under drainage improvements: Funds have been added for guardrail repairs.
- f. Funds have been added for barriers for traffic control (Line Item 5415).

BUILDING AND GROUNDS

- a. Maintenance for Buildings: Funds have been added for this year's projects (i.e. Barns Phase II).
- b. Siding at the Village Hall (repairs and staining).
- c. Funds added for the sealcoating of the drive way and parking lot at the Village Hall/Police Department (Line Item 5127).
- d. Professional Services: Holiday Decorations; Public Works Director Chuck Freeman requested that the members consider some type of decorations on the

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street/lamp posts as some of the trees will be taken down for the Streetscapes project.

- e. Special Events: Recreation Board. An increase in funds is anticipated for some of the events such as Street Dance, National Night Out, event shirts for the committee members, trampoline night and miscellaneous expenses. The Easter Bunny costumes need to be cleaned.
- f. Equipment: Funds are being set aside to purchase larger chain saws and also for installation of blinds in the Village Hall Board Room (Line Item 5375E).
- g. Christmas tree for Village Hall: Replacement of tree (Line Item 5410 Parks and Grounds).
- h. Baumann Lake: The destratisfier needs to be replaced. There is a significant cost for the replacement and installation of the auger propeller.

WATER

- a. Engineering for water will carry over.
- b. Well 6: There needs to be a discussion regarding the possible capping of this well. Public Works Director Chuck Freeman noted that he is still collecting data.
- c. Funds have been added for changing the locks at the well houses. This is an increased security measure.
- d. Funds added for sealcoating the parking areas at the well houses.
- e. Funds added for pump capacity testing.
- f. Professional Services: A copier has been added at the new Public Works building for mapping purposes (Line Item 5170E).
- g. The Frontier expense will be shared with Administration, Police and Public Works.
- h. Telephone Expense will be moved from STREETS to WATER to share costs (Line Item 5190).
- i. SCADA: Upgrade to cellular service; better response time, no lag time, fewer lightning strikes and ability to “remote in” saving costs for services (Line Item 5130).
- j. Funds added for GIS training: Public Works Director Chuck Freeman noted that WINGIS will pay for the hotel and conferences expenses for this seminar.
- k. Replacement of SCADA Laptop: Upgrade and firewall replacement with costs shared with Administration, Police and Public Works (Line Item 5375).
- l. Improvements other than buildings: Tower 2; funds for repairs and painting the interior/exterior. Bid packages went out today and due April 1, 2016.

There are no further questions. Public Works Director Chuck Freeman asked that if any of the members have any questions or comments to please contact him.

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DIRECTOR'S REPORT:

1. Overtime Report. Public Works Director Chuck Freeman noted that the Overtime report was prepared from the last pay period. There are three more pay periods in the fiscal year and he anticipates that the payroll will be well under budget.
2. ADA Sidewalk Modification Status - AG's Office Correspondence. Public Works Director Chuck Freeman stated that he received communication with the Attorney General's Office regarding the northeast corner of Valley Woods Drive and Hoffman Court side walk modifications. The Attorney General's Office has confirmed that this corner has corner has passed their inspection.
3. ADA Transition Plan and Self Evaluation. Public Works Director Chuck Freeman stated that in order to comply with the ADA, the village needed to submit a transitional plan. Dennis Mc Mullen C.E.S. has prepared a timeline and presented a copy to the members. This plan is to make the areas more handicapped accessible. The plan will meet the immediate needs as described by the Attorney General's office and other issues as well. The transitional plan addresses areas such as the intersections within the village, residential and subdivision areas, sidewalks in the business district, sidewalks at the school and curbs approaches. The highest priority will be for the higher density of use areas; school, business district and parks. If MFT (Motor Fuel Tax) is used, all ADA laws will need to be followed. Dennis McMullen noted that this will be discussed at the "Special" Village Board meeting this evening.

CHAIRMAN'S REPORT: No report.

EX-OFFICIO'S RECREATION BOARD REPORT: Chairman Schroeder reported that the Easter Candy Scramble will be Saturday March 26, 2016. The Easter Bunny will arrive at 1:30PM at Baumann Park.

ADJOURNMENT: Seeing there is no further business, Chairman Schroeder moved to adjourn at 7:26PM. Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Village Clerk Dana Ward.

Chairman Schroeder reviewed the minutes on April 5, 2016.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
PUBLIC WORKS COMMITTEE
MONDAY, MARCH 14, 2016
6:30PM**

CHAIRMAN: DAVID SCHROEDER
MEMBERS: STEPHEN APPELL NANCY BELT
ROLL CALL:

ADOPT THE AGENDA:

APPROVE THE MINUTES: February 25, 2016

PUBLIC COMMENT:

ENGINEER'S REPORT:

1. Project Updates - Denny McMullen
2. Project Updates - Chris Cooper

UNFINISHED BUSINESS:

1. Bucket Truck - Continued Discussion

NEW BUSINESS:

1. Curbside Refuse and Recycling Contract
2. 2016-17 Budget Review

DIRECTOR'S REPORT:

1. Overtime Report
2. ADA Sidewalk Modification Status - AG's Office Correspondence
3. ADA Transition Plan and Self Evaluation

CHAIRMAN'S REPORT:

EX-OFFICIO'S RECREATION BOARD REPORT:

ADJOURNMENT:

DS (03-11-16)