

**VILLAGE OF CHERRY VALLEY, IL  
PUBLIC WORKS COMMITTEE MINUTES  
MONDAY, SEPTEMBER 12, 2016  
7:00 PM**

**CHAIRMAN:** DAVID SCHROEDER  
**MEMBERS:** STEPHEN APPELL  
NANCY BELT (Absent)

Chairman David Schroeder called the Public Works meeting to order at 7:00 PM. A Roll Call was taken:

STEPHEN APPELL	PRESENT
NANCY BELT	ABSENT
DAVID SCHROEDER	PRESENT

Others present: President Jim E. Claeysen, Trustees Jeff Fustin, Sally Hollembeak and Gary Maitland, Public Works Director Chuck Freeman, Dennis McMullen C.E.S Inc., and Recorder Barb Neville.

**ADOPT THE AGENDA:** Chairman Schroeder moved to adopt the amended agenda deleting Item #1. Under Public Comment: Scott Kramer, Pickleball Courts at Fisher Park. Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

**APPROVE THE MINUTES:** August 29, 2016

Chairman Schroeder moved to adopt the August 29, 2016 meeting minutes. Trustee Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

**PUBLIC COMMENT:**

**ENGINEER’S REPORT**

1. Project Updates.

Dennis McMullen, C.E.S., updated the following projects:

- Downtown Streetscape project will be wrapping up this week. In light of the second handrail that will not be installed by the weekend events, Public Works Director Chuck Freeman will have staff put up cones with caution tape as a safety precaution. Denny noted sod might possibly be placed on State Street before the weekend.
- East Valley Subdivision is complete. Denny discussed the road drainage issue in the two back sections off Swordfish noting the only correction for drainage would be to re-profile the entire intersection.
- Vandiver Road - sub-contractors have not been on this project. Denny stated a meeting with everyone concerned will be held tomorrow to get the project rolling. It was noted this construction will not interfere with Girl Scouts planned event this weekend.

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**UNFINISHED BUSINESS:**

1. Streetscape Landscaping - Discussion.

Chairman Schroeder noted consensus at the last Board meeting was to go with the Princeton Sentry Gingko trees. It was noted location of the trees needed (2 on Cherry Street & 4 on State Street). The need for consistency on trees planted was also discussed. Consensus was to have Public Works Director Chuck Freeman meet with Carlson Growers to get prices, see what size trees would be available, etc. prior to the September 20, 2016 Board Meeting.

**NEW BUSINESS:**

1. IPSI Training for Public Works Supervisor

Chairman Schroeder moved to forward to the Village Board for approval to send Public Works Supervisor Steve Strasser to the IPSI (Illinois Public Service Institute) from October 2-7, 2016 in Effingham, Illinois at a cost of \$629.40 from line item 5200 Public Works and \$100.00 from line item 5195 Public Works for registration. Meal costs allowance would be up to \$75.00 for meals not covered by the training. Trustee Appell seconded. All "Aye:" none opposed. Motion carried by voice vote.

2. Holiday Lighting Proposal Discussion

Public Works Director Chuck Freeman noted in light of the streetscape construction, replacement trees may not be available this year to decorate State Street, he felt a discussion was needed. The committee also discussed decorating the light poles with garland and lights in addition to or in lieu of the new trees. Trustee Appell noted he would like to see the Historical Society decorated in historic charm. Chairman Schroeder noted \$11,000.00 is budgeted from line item 5170 Buildings & Grounds. Public Works Director Chuck Freeman noted the Company that has decorated the last three years would like to do the work again this year. Trustee Appell noted at the IML conference last year there were some vendors that might possibly do stand-alone decorations. Public Works Director Chuck Freeman will research this idea.

Chairman Schroeder moved to forward to the September 20, 2016 Village Board the Holiday Lighting Proposal for further discussion and possible action at a cost not to exceed \$11,000.00 from Line Item 5170 Buildings & Grounds. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

3. Landscaping Services for Village Facilities - Discussion.

Chairman Schroeder noted at the last Village Board Meeting Trustee Appell suggested hiring a landscape person to do the entire village. It was noted this is not a reflection on the work done by the Public Works staff, because it is so time consuming, it might be better to have one person taking care of the grounds. Chairman Schroeder noted and Committee members agreed it would be nice to do some beautification with container gardens for the Village next year. (Location Examples: Swanson Park, Baumann Park & downtown areas).

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Public Works Director Chuck Freeman will research the number of man hours needed and costs of plants for beautification projects. This discussion will continue during next year's budgeting process.

**DIRECTOR'S REPORT:**

1. Overtime Report:

Public Works Director noted overtime hours in August were for the laying of sod and completion of the new parking lot.

2. Project Updates:

- Tower II - the area has been staged to begin work on the water tower. It was noted that there are some repairs that were discussed at the initial visit. Those repairs along with costs will be brought for discussion at Public Works Committee.
- Northeast Water Main Loop - Preconstruction meeting set tomorrow for scheduling, etc. Information will be shared with the golf course when dates are determined.
- Newburg Road - striping is complete. Loose gravel on the shoulder has been addressed and completed.
- United for Youth Project - Email was sent to Attorney Stevens asking them to provide a completion date for this project. Updated information received will be shared with Committee members.
- Parking lot sealing will take place this weekend on the Village Hall Parking Lot. One side at a time to allow access to the building.

**CHAIRMAN'S REPORT:** No Report.

**EX-OFFICIO'S RECREATION BOARD REPORT:**

1. Request Funds for Halloween Parade

Chairman Schroeder moved to approve the Recreation Board's request for funding up to \$1,000 from Line Item 5260 Special Events for the Village Halloween Parade. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

2. Request Funds for Trampoline Night Event

Chairman Schroeder moved to approve the Recreation Board's request for funding of \$500.00 from Line Item 5260 Special Events for Trampoline Night Event. Trustee Appell seconded. All "Aye;" none opposed. Motion carried by voice vote.

**ADJOURNMENT:** Seeing there is no further business, Chairman Schroeder moved to adjourn at 7:40 PM. Trustee Appell seconded. All "Aye"; none opposed. Motion carried by voice vote.

Recorded by Recorder Barb Neville.

Reviewed by Chairman David Schroeder on September 19, 2016.

**VILLAGE OF CHERRY VALLEY, ILLINOIS  
PUBLIC WORKS COMMITTEE AGENDA  
MONDAY, SEPTEMBER 12, 2016  
7:00PM**

**CHAIRMAN:** DAVID SCHROEDER

**MEMBERS:** STEPHEN APPELL                      NANCY BELT

**ROLL CALL:**

**ADOPT THE AGENDA:**

**APPROVE THE MINUTES:** August 29, 2016

**PUBLIC COMMENT:**

1. Scott Kramer - Pickleball Courts at Fisher Park.

**ENGINEER'S REPORT:**

1. Project Updates.

**UNFINISHED BUSINESS:**

1. Streetscape Landscaping - Discussion.

**NEW BUSINESS:**

1. IPSI Training for Public Works Supervisor.
2. Holiday Lighting Discussion.
3. Landscaping Services for Village Facilities - Discussion.

**DIRECTOR'S REPORT:**

1. Overtime Report.
2. Project Updates.

**CHAIRMAN'S REPORT:**

**EX-OFFICIO'S RECREATION BOARD REPORT:**

1. Request Funds for Halloween Parade.
2. Request Funds for Trampoline Night Event.

**ADJOURNMENT:**

DS (9-09-16)