

Public Works Committee Meeting
March 15th, 2018
Minutes

Called to Order: @ 4:30 p.m. by Trustee Steve Nero

Present: Mayor Ron Gunter, Trustee Jim Addington, Trustee Marie Guzzo, Trustee Linda Liddle, Trustee Bruce Barker, Trustee Steve Nero, Trustee Harold Barry, Village Manager Steve May, Finance Director Spencer Parker, Community Development Director Jill Ziegler, Public Works Director Mike Ramsey, Clerk Jinny Szymiski, Public Works Supervisor Jim Cates, Public Works Supervisor Virgil Viscuso, Village Engineer Noriel Noriega, Public Works Foreman Jon Yeater, Public Works Foreman Jeff Bonk, and Administrative Assistant Jaime Hofmann

Pledge of Allegiance

Approval of Minutes: Minutes from 11/19/17 were approved by Trustee Linda Liddle

New Business:

A. Public Works 2017 Year End Report

- a. Public Works Director Mike Ramsey stated that Westmont Public Works mission is to provide maintenance to public owned infrastructure to maintain and enhance the quality of life for the public. There are five divisions within Westmont Public Works that make it possible including Administration, Water Division, Facilities, Street Department, and Fleet Department. Some examples include plowing snow, pruning trees, and providing water to residents. Director Ramsey went on to discuss some of the achievements that Public Works has had this year. Some included Director Ramsey winning the 2017 AWA award, Jimmy Wright won the Making Memories Award for his lifelong commitment to customer service, Street Maintenance worker Dave Desico became a certified Arborist from the International Society of Arborists. Street Maintenance Worker Phil Racetti became a Class C Certified Water Operator from the Illinois EPA. Public Works Mechanic Dan Canterino became an emergency vehicle certified technician. And finally, Westmont was named Tree City USA for the 22nd consecutive year in a row.
- b. Director Ramsey reported the Water Department replaced 750 water meters, repaired 18 water main breaks, pumped almost 900 million gallons of water to Westmont residents, flushed 1,300 fire hydrants, and repaired 126 fire hydrants. Director Ramsey also stated that the Water Division completed the East Richmond water main and resurfacing project. Westmont Public Works also

supplied water to the Suffield Gardens Apartments for the first time. Director Ramsey said that they have been our residents for quite a while now but they were served by Darien Water Department. Westmont has now supplied Suffield Gardens with new hydrants and water meters. The Water Division also collected 360 state water samples, 248 water samples for lead for District 201, and the plant did just over 13,000 water samples for the whole year.

- c. Director Ramsey reported this year that the Street Division cleaned over 1,500 miles of streets, just under 20,000 feet of storm sewers were jetted/cleaned. Director Ramsey continued with stating the Public Works Street Division planted 350 new trees, and 770 additional trees were planted to replace EAB devastation. Public Works pruned over 1,000 parkway trees, resurfaced just under 4,000 feet of road, and completed just over 12,000 feet of pavement markings. Public Works completed the 300 block of Naperville-Warwick storm sewer extension project and also began installing sidewalks on the North side of 61st Street, West of Cumnor, and on the North side of Quincy Street, East of Wilmette Avenue to future Richmond Gardens. Morning Glory Circle's restoration was completed, and alley reconstruction was completed North of Norfolk to Chicago Avenue, East of Cass Avenue. Public Works painted 300 pedestrian poles, patched 16,000 square feet of roadway, 500 feet of curb removal, and also plowed 30 inches of snow.
- d. Director Ramsey reported the Facilities Department replaced all Central Business District pedestrian lights, and 59 lights on Pasquinelli Drive with new LED lights. HVAC inspections were conducted on all municipal buildings and the Community Development Department renovation project was completed.
- e. Director Ramsey reported this year Fleet Services serviced over 300 vehicles, sold 7 vehicles at auction, and purchased new replacement vehicles.
- f. Director Ramsey discussed some of the 2017 programs Public Works has coordinated which include the first-annual model water tower competition at Westmont Junior High in which 58 students participated. Director Ramsey stated that he's received 20 other inquiries from other schools that want to participate. The goal for this program is to make it statewide. Director Ramsey continued by stating Public Works organized and participated in Arbor Day celebration by planting 20 trees at various locations at local schools. This year Public Works created the Heritage Tree Ordinance, coordinated stormwater stenciling event, participated in annual DuPage County river sweep program, as well as Westmont Park District Touch-A-Truck Party in the park. Public Works held their first ever Public Works Open House, and also participated in, and won the Casket Race at the Wicked West Fest for the second year in a row. Westmont Public Works finished 9th in the State participating in Hydrant Hydrant Hysteria at the Illinois

Section American Water Works Association Watercon Conference in Springfield. This year, Public Works will be sending their very first women's team.

- g. Some special events Public Works assisted with include Red, White, and Bar-B-Q, Cruisin' Nights, Fourth of July Celebration, Taste of Westmont, USA Luge try out event, the 5k Prostate Cancer Run, the Westmont High School Homecoming Parade, the Ugly Sweater 5k, and the Holly Days Parade.
- h. Director Ramsey discussed plans for 2018 which include Central Business District alley replacement for section E, between Irving and Norfolk and commencing engineering design for section D which is between Burlington and Irving as well as the Burlington/West End/Cumnor/Roslyn storm sewer project. Public Works also plans to commence the engineering designs for both the Norfolk/Linden stormwater detention project, and the 61st Street/Cumnor in-line detention streambank stabilization project. Other plans include the Burr Oak water main replacement from Plaza to Chestnut which will begin after July 4th. Public Works plans to begin Phase 1 engineering study for the flooding at Richmond and Grant intersection as well as complete the engineering design for the 400 block of North Warwick stormwater management project. Public Works also plans to complete the design of 63rd Street/Richmond bank stabilization project, the Richmond/61st street stormwater detention improvement project, the Fire Department Headquarters regional stormwater detention project, and the upcoming annual street resurfacing project.
- i. Trustee Addington asked what the total water loss of the town is. Director Ramsey replied that Westmont is currently at about 15 percent water loss when the average is usually 10 percent. Director Ramsey said there are a number of reasons that could cause the water loss, one being how we are billing the residents, or how we are reading the water meters. No water leaks were found when a contracted company was hired to check all of Westmonts sources of water distribution. Director Ramsey stated that Oak Brook had a similar issue and when they hired a company to find the source of the water loss, it came down to billing. Trustee Nero then asked if Oak Brook had then been billing their residents less. Director Ramsey replied that in a way they were being billed less and that it came down to how the water meters were being read and the factors of the water meters. Village Clerk Szymiski asked what happened to the alley by the Uptown because bricks are now damaged and missing. Director Ramsey replied that there was a gas leak and the gas company will restore the alley. Trustee Addington also wanted to know what trees are being replaced with for the tree replacement program. Public Works Foreman Jon Yeater replied that there are nearly 35 different species that are being planted. With 35 different species of trees, it is less likely that if there ever was a disease it wouldn't wipe out all the species. Mayor

Gunter asked what is the cost to Westmont in terms of the 15 percent water loss. Finance Director Spencer Parker replied that it roughly translates to \$500,000. Director Ramsey added that several items other than billing residents that account for water loss such as water main breaks, leaks, the fire hydrants used by Westmont Fire Department during fires, and unauthorized usage. Trustee Nero asked if this kind of loss is something the Village would have to true up or write off. Finance Director Parker replied that we would true up for the few properties that have been under billed. The Village will bill its cost for the water over time because it happened over time. Director Ramsey added that this is a common problem among many towns and it is not uncommon to hire a consultant to do the leg work to resolve the water loss issue.

- B. Director Ramsey discussed Westmont North Side Water Tower in which a meeting was held at the high school with Westmont Public Works and administrative staff of the high school. They went through and looked at the future water tower. Director Ramsey stated that Westmont has been short on water sources for quite a while and Public Works has been looking to make up for some more gallons and storage. Extra storage is also necessary due to all the major development on the North side of town. The water tower would be behind the football field. Manager May included that since the water tower would be on the high school's property, part of the exchange or cooperative approach would allow the high school to put their logo "Westmont Sentinels" on the water tower facing the football field. Mayer Gunter asked if there would be any type of reimbursement to the high school for allowing the water tower on their property. Director Ramsey replied that there was a request for a concession stand. The tower would be approximately 123 feet tall making it a hot commodity for cell towers because it would be one of the tallest in the area. Trustee Liddle asked how much the tower would cost. Director Ramsey replied that it would be around 4 million dollars and that Westmont would get some of that money back with the cell towers. Trustee Guzzo asked if this was something that we were budgeting for next year and approximately how long would the construction time frame be. Director Ramsey replied that currently we have the design costs in the budget and construction would start the following year. To fund the project, the Village would use the state revolving door and take out a loan from the state so that a large amount of money isn't spent at one time. It would take approximately nine months to complete construction. Trustee Nero asked if cell towers were to be put on the water towers, would the school receive revenue or the Village. Director Ramsey replied that the school already has a couple cell towers currently on their property. If the existing cell towers were to be relocated to the water tower, the school would continue to receive money for those same cell towers. Any revenue from new cell towers on the water tower

would come to the Village. Manager May stated that if the request from the high school is too high, there are other alternative locations for the water tower. Trustee Barker asked if there was anything the Village would be able to do with water rates for the high school. Parker responded that he wasn't sure if that was a possibility since the Village pays the same water rates as its residents. The schools are charged at a residential rate as it is.

- C. Director Ramsey discussed the Village's strategic plan for its streetscape program. Director Ramsey spoke with several contractors, and to streetscape the downtown, from Naperville Road to Dallas would be too expensive. A developer proposed a project of developing the corner of Quincy and Cass. Director Ramsey felt it would be a good opportunity to complete the streetscape program a block at a time, starting on Quincy, from Cass to Grant, and it would cost the Village less money. This would then serve as a model to other developers, and they would have to follow suit for future projects. Trustee Barker stated that it makes perfect sense since it is such a large project overall. He said that to do nothing would be wrong, but to pursue it all at once would be unmanageable. Trustee Nero discussed different funds that would be able to contribute to the streetscape project.

Unfinished Business:

- A. Director Ramsey went on to discuss the design for the future public works facility. The ground floor will include a garage area which includes a mechanical room and fleet space complete with 5 different bays. Each side of the garage area will include a mezzanine for storage. Various offices will include underground, forestry, sign shop, and fleet. A kitchen area and lunch room which could seat up to 50 people is also included. Other rooms on the ground floor include the mud room, public mens and womens restroom, a command center, mens and womens locker room, and workout facility. Everyone in the Village will have access to the workout facility 24/7. Trustee Barry asked why would we need to put a weight room in a Public Works facility. Director Ramsey replied that public works employees need to work out and stay in shape and just like the Fire and Police Department, Public Works provides its own equipment. Director Ramsey stated that every Public Works facility in the area has a workout facility. Trustee Barry added that he sees why Illinois is in trouble if its spending like that. Director Ramsey replied that all the equipment is donated just like the furniture they currently have. Trustee Guzzo asked how many vehicles will be stored in the garage. Director Ramsey replied approximately 20 and 24 vehicles depending on the size of the vehicles. The second floor will have the two mezzanines for storage, mechanical room, storage room for records and files, bunk room, mens and womens bathroom, printing and copying room, conference room, and offices for the Director, Assistant Director, and Supervisors of Public Works. Trustee Barker discussed the importance of aesthetics. Director Ramsey explained that one of the differences will be the view of the tower from Burlington and that it will be less visible.

Trustee Barker asked if there is any ability to expand with the new Public Works facility design. Director Ramsey stated that there is an area on the second floor being used for storage. That area would be knocked out and there would be a cat walk connecting the buildings. Trustee Nero asked what the next step on this project is. Director Ramsey replied that if the Mayor and Board of Trustees are in agreement that they want to move forward with the new Public Works Facility. Once the final design and layout is completed, underground work will begin. Manager May added that at this time, this is an opportunity for feedback from the Board. Trustee Barry asked how much the Village is invested in the new facility. Director Ramsey replied that approximately \$200,000 has been invested. Trustee Barry expressed his concerns with the amount of bay doors in the facility inside and out.

- B. Finance Director Parker discussed raising water rates for Westmont. Trustee Barker asked why we need the rate increase. Finance Director Parker replied that Dupage Water Commission and infrastructure costs and needs have risen. Director Ramsey added that part of that will also contribute to the new Public Works Facility.

Reports :

- A. Public Works Director
 - a. Director Ramey discussed the water operator in training program and its success. This will begin January 2019. There is interest in hiring two high school interns working as water operators from the program for the summer.
- B. Street Division
 - a. Public Works Foreman Jon Yeater discussed several projects including the East Quincy and 61st Street sidewalk project being completed in the spring. The ditching program is going to begin in the spring and the fall. Sewer and jetting will begin in the spring as well. Foreman Yeater described the winter snowfall as average. Manager May asked how the winter season was in terms of salt usage. Foreman Yeater replied that the 1,200 tons that was used is average.
 - b. Foreman Yeater discussed the Village's tree planting program stating that there's 415 trees currently on order for Spring. All EAB removals will be replaced after spring planting. Trustee Nero asked how long its been since the beginning of the EAB removal and replacement. Foreman Yeater replied that EAB was first detected and removals began in 2012. The replacement of EAB trees began 4 years ago. Foreman Yeater discussed that the resolution to avoiding another disease like EAB is planting different species of trees and creating diversity. Trustee Barker asked Foreman Yeater to discuss the parkway tree watering resolution. Foreman Yeater replied Westmont Public Works does not have the resources to go out and water all the trees. Public Works is budgeting for a

designated tree watering seasonal worker. Trustee Liddle asked if the residents are asked to take some responsibility for watering the parkway trees. Foreman Yeater responded that the residents are notified by informational door hangers and it's requested of the residents to water their parkway trees.

- c. Foreman Yeater discussed Westmont's beautification projects which include planting 130 trees planted predominantly at 63rd Street and Cass Avenue, and from Fairview to the Village limits to the East. Public Works also budgeted for landscaping the parking lot of Tune's Funeral Home. Trustee Barry mentioned he was displeased with the appearance of the downtown tree lighting after the wear and tear from weather and was also concerned with safety from the power cords from the lights. Director Ramsey replied that due to complaints, Public Works was directed to turn off the downtown tree lighting from March 1st until November 1st although Director Ramsey did not agree with this decision and felt it would be more pleasing to the eyes with the lights on year round. Trustee Liddle also thought that the lights should be up year round and was against the decision of turning off the lights. Director Ramsey states that it wouldn't be manageable to take the lights down and put them back up every year therefore the tree lighting either needs to be up year round with the lights on, or they need to be taken down and stay down. Trustee Barker believed a solution would be to leave the lights up and on year round, and just restore and maintain the strands that are dessaray.

C. Water Division

- a. Public Works Water Division Foreman Jim Cates spoke about well 13 which failed its monthly test. The well has a shortened motor which is irreparable and to replace the well would be very expensive. Foreman Cates asked the board if they would approve capping the back-up well versus replacing. Manager May added that it was decided a few years ago to repair the well, and the Village is now facing the same problem again. Manager May stated that to replace the well would not only be extremely expensive but it would be for a well that is not used frequently, if at all. Trustee Barry stated that the Board was told that well 13's purpose was in case of water contamination or cut off, the Village would need the well. Foreman Cates stated that although it would be nice to have the well for that sole purpose, to maintain and operate the well is not feasible. Manager May stated that it would be best to wait for the next budget meeting to discuss weather to cap or replace the well.

D. Please see attached for all staff reports

Meeting motioned to adjourn at 6:01 p.m. by Mayor Guntor, seconded by Trustee Liddle
Public Works Committee Staff Report - 3/15/18

Reports:

Public Works Director:

1. Discuss the ISAWWA Water Tower Building Competition that was on Saturday March 10th at Westmont Junior High School. We had a total of 57 students participate from 4 schools and the overall winner was Anita Shala / Faith Lee from Westview Junior High School.
2. Operator in Training Program with District 201 Westmont High School. January 2019 we will be starting an operator in training program where approximately 8-10 students will take a 64 hour on-line class to become a IEPA certified water operator. I will oversee the program.

Street Division:

1. Update on Current PW Projects.
 - a. East Quincy Street Sidewalk (to Richmond Gardens):
 - i. Only 222 E Quincy remains to be completed - 300 feet
 - ii. Mr. John Griffin has started the tree removals as promised.
 - iii. PWS will start sidewalk installation as soon as weather allows (approximately 1-2 weeks)
 - b. West 61st Street Sidewalk (Cumnor to Fairview):
 - i. Only 3 lots remain to be completed (316, 320, 740 W 61st Street) - 375 feet
 - ii. PWS will start sidewalk installation as soon as weather allows (approximately 1-2 weeks)
 - c. 2018 Ditching Program will begin mid-April. Staff will target west Chicago Avenue and west Traube Avenue. Our goal is to complete approximately ½ mile of ditch maintenance.
 - d. 2018 Sewer Jetting and Catch Basin Program will begin in June. Staff will target SE section. Our goal is to jet approximately 4-5 miles of storm sewer and clean 200-300 basins.
2. 2017/2018 Snow Update:
 - a. 30 inches of snow
 - b. Approximately 1,200 tons of salt used
 - c. Approximately 4,000 gallons of Deicing Materials used
3. Forestry:
 - a. Tree Planting
 - i. 1120 trees planted in 2017
 - ii. 415 trees currently ordered for spring 2018
 - iii. Of those there are 35 different species and 80 different sub-species!
 - b. EAB Update
 - i. All dead and/or heavily infested ash trees have been removed!

- ii. According to our 2012 Tree Inventory, 220 ash trees remain on the parkways. None, that we are aware of, are currently in need of removal. Will continue to monitor these remaining ash trees to ensure public safety.
- iii. All trees removed as a result of EAB will be replaced by the end of the spring 2018 planting!
- c. Beautification Projects
 - i. 130 trees will be planted along main thoroughfares through town, predominantly 63rd Street and Cass Avenue!
 - ii. The public parking lot south of Toon Funeral Home will be getting a landscaping upgrade this spring! A mixed variety of grasses and flowering plants will fill in currently bare space.
 - iii. Three medians in town were converted to native plantings, in accordance with the recently passed Monarch Resolution, and also to reduce maintenance time and costs!

Water Division:

1. On February 27th, Water Division attempted to run the Emergency backup well #13 just East of Hobby Lobby for its monthly exercise and water quality samples and it failed. Layne Western (well contractor) was contacted and came out to troubleshoot the well and found that there is an electrical short at the well pump motor well below ground. The cost to pull the well and replace the obsolete, 16" Byron Jackson 450HP unrepairable pump is \$409,039. A quote to permanently cap the well was also provided that would cost \$110,000. For the upcoming 2018-19 FY budget we requested \$35,000 to make necessary repairs to the failing roof(s) and \$30,000 to upgrade the 50+ year old 2400 V electrical panel and motor control box.
2. Baxter & Woodman are in the process of designing Approx. 1200 ft of new 8" PVC Watermain on Burr Oak. If all goes as planned; after budget approval we will go out to bid and hopefully break ground on Monday, July 6th after the 4th of July festivities held at Ty Park.
3. We are currently in the process of having Accurate Tank make necessary repairs to our 500 gallon diesel tank that supplies fuel to the emergency diesel pump in the water plant. These repairs/upgrades are to ensure compliance with the State Fire Marshal and to repair several electrical issues that are affecting the "fuel leak" and "water in fuel" sensors. Also to be repaired is the access manhole and the fuel filling port "spill bucket".

Engineering Division:

1. CBD Alley Reconstruction Project SecE
 - a. Plans and Specifications are 90% completed.
 - b. Bidding of the project is expected end of April with construction to begin AFTER Taste of Westmont.
2. CBD Alley Reconstruction Project SecD
 - a. Ph2 Engineering agreement will be presented for VB consideration after May.
 - b. Target bid letting in April 2019 and construction to begin after May 2019
3. 400 Block North Warwick Stormwater Management Project
 - a. Plans and Specifications are 90% completed.

- b. Bidding of the project is expected end of April with construction to begin in late May.
- 4. Burlington / Roslyn / West End / Cumnor Storm Sewer Extension Project
 - a. Topographic Survey completed.
 - b. Ph2 Engineering Design Plans are approximately 10% completed.
 - c. DRAFT storm sewer layout has been selected. We expect to be ready to meet with residents by the end of April to discuss options for their backyard flooding.
- 5. 6101 S Cass / FDHQ Stormwater Regional Detention Project
 - a. Plans are approximately 90% completed. However, we just added additional storm sewers along Cass Avenue south towards Beninford Lane. We expect this added section to be completed in about 4-6 weeks.
 - b. Staff will be submitting to DuPage County for required approvals shortly.
 - c. Anticipate bid opening near June 2018.
- 6. Richmond / Grant Intersection Ph1 Study
 - a. Study is ongoing. AMEC has not yet finalized their report, but highlights obstacles...
 - i. Almost 8 ac-ft of water (100-yr event) tributary to this area (2.6 million gallons).
 - ii. Ground water level is about 1 foot below the catch basins in the intersection
 - iii. Soils are horrible. Anything constructed in the area will need additional “engineering” to be performed.
- 7. Ashford 63rd / Richmond Bank Stabilization Project
 - a. WBK started collecting topographic survey of the area.
 - b. Continue design work with an anticipated completion by Fall/Winter 2018.
- 8. Ashford 61st / Richmond Detention Management Project
 - a. WBK started collecting topographic survey of the area.
 - b. Continue design work with an anticipated completion by Fall/Winter 2018.
- 9. 61st / Cumnor Streambank Stabilization Project
 - a. WBK started collecting topographic survey of the area.
 - b. Continue design work with an anticipated completion by Fall/Winter 2018.

Facilities Maintenance:

1. In October/ November 2017, 59 LED streetlight heads were installed on Pasquinelli and Oakmont Dr.. The Village of Westmont took advantage of available rebates available from ComEd to the sum of \$19,687.71. The Village was only required to pay \$7,249.88 out of the total project cost of \$26,937.59 which was the labor portion. In 2018 the ComEd Rebates and incentives have changed. We are currently in the process of seeking rebate monies to convert interior lighting to LED's within the Villages Facilities. Currently, the three facilities that qualify for the most recent rebate program is the Depot, Center Building and Fire Headquarters. As in the past the rebates do not include the labor portion of LED conversion project. We are moving forward with the LED conversion at Fire HQ because there is funds available to apply towards the labor. Estimated labor cost for the Center Building to be converted was \$20,000. LED conversion throughout the Villages facilities will hopefully take place in the future when other rebate programs become available.
2. The HVAC system replacement project at the center Building will take place tentatively the week of March 26th when the School Dist. is on spring break and the temperatures will be mild. This

will include two units located on the second floor in the mezzanine area, the furnace, ductwork, air conditioners and air handlers.

3. At the end of February we experienced warmer than usual temperatures that melted snow and brought heavy rains. We experienced several leaks at the Village Hall, Police Department and of course Fire Headquarters. We have hired a roofing contractor to address these leaks the best they can. The Village Hall scope of work will include some patch work to be done on the South side of the building. On the front West of the Village Hall (over Executive session room), Remove a section of shingles in the valley/ Soffit area and install new Ice and Water Shield and new shingles. At the PD there was several locations that we found upon inspection that could be the cause of leaks through the membrane roof, they will be patched. A solution to the leaks at Fire HQ is still being sought. We feel the main cause of the leaks that occur is rain seeping through the exterior brick and mortar. Numerous attempts have been made to mitigate these leaks to no avail. Everything from tuckpointing, drip edge replacement and copious amounts of caulk have been attempted. We are currently seeking professional advice for any possible long term solutions like having siding installed over the bricks.

Fleet Maintenance:

1. All the new suvs for the police dept. Have been delivered to Public Safety. New #36 is the first one that is been built and is being built right now. Hoping to have all the squads done in the next 3 to 4 weeks.
2. Still waiting for fire's suv to be delivered to Public Safety. Hoping to have it done by May 1
3. The reason for the delay is that Ford did not award the contract for the suv's till almost november. Due to the delay everyone order around the same time and pushed the orders from 8 weeks to 12 weeks.
4. March 14 we took delivery of our new Ford f-550 1 ton for public works.
5. THE END