

**MINUTES OF THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF  
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON  
WEDNESDAY, JULY 10, 2013, IN THE MAPLE BOARDROOM OF THE  
HILTON GARDEN INN HOTEL, 26225 N. RIVERWOODS BOULEVARD,  
METTAWA, ILLINOIS**

**A. CALL TO ORDER**

Chairman Armstrong called the meeting to order at approximately 6:20 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following persons were:

Present: Chairman Armstrong, Member Towne and Member Clark (6:25pm)

Absent: None

Chairman Armstrong declared a quorum present.

Also in attendance: Mayor Urlacher, Bob Irvin, Village Administrator; Scott Anderson, Village Engineer; Matt Lehan, Joe Attanaseo and Tony Wolff of CIORBA; Colleen Liberacki, Deputy Village Clerk. Chairman Armstrong declared a quorum present.

**C. APPROVAL OF MINUTES FROM JUNE 12, 2013 MEETING.**

Meeting minutes from June 12, 2013 were reviewed and it was moved by Member Towne, and seconded by Chairman Armstrong that the meeting minutes were approved as presented. The motion was carried.

**D. BRADLEY ROAD – REPORT FROM CIORBA**

Matt Lehan of CIORBA furnished two studies/reports on: 1) Wetland Delineation and 2) Preliminary Environmental Site Assessment (PESA) reported on recent updates.

Tony Wolff provided a summary on how to go about wetland delineation in the field: identifying wetlands and how this plays into requirements and preliminary alignments and how wetland impacts the plans. He stated isolated wetlands would come under the jurisdiction of the Lake County Storm Water Management Commission and other wetlands might come under the jurisdiction of the Army Corps of Engineers. For consideration, there is a 1/10 acre impact threshold that needs to be investigated inside of the village. He advised that maintenance and monitoring were required.

Matt Lehan called members attention to the drawing handout of Bradley Road and Joe Attanaseo noted options of a trail and wetland impaction. Scott Anderson inquired about clean right-of-ways, and Lehan noted that some places needed accommodation in the path. Attanaseo further noted that the path along Oasis Park was going thru wetland delineation. Mayor Urlacher was concerned about proximity of wetland to berm, but Member Towne assured him that this was no worry. Lehan advised that they followed the IDOT guidelines in their designs, as anything narrower would need a design variance. Member Clark inquired as to how likely the variances are granted, to which Lehan replied that he is not sure. Member Clark stated that a 2 ft. shoulder is preferred, none wider as it would increase the speed of vehicles passing through. Lehan stated he would be willing to check into the variance matter.

Lehan addressed the drainage improvements to say that the focus was 6 cross road culverts and flow capacity usage for a couple would require changing out the corrugated metal for the cement culvert pipe. Member Towne noted that a good time to incorporate changes would be during the berm building. Lehan believed and hoped that the Phase 1 approval could happen in 2013 and he will do an updated cost estimate.

Lehan noted that the Approval of Environmental Survey Request was taking a long time from IDOT. He also offered to show the committee the Project Development Report (Phase 1).

Administrator Irvin inquired about timing for grant submittal. Lehan stated he met with Bruce Christiansen and 30/70 split was proposed for the Village vs. Federal funding. He did not reply about the timing. Irvin inquired about the design cost, to which Lehan replied there is an undefined percentage of construction cost that will be assigned. Irvin inquired about life expectancy of project results. Lehan estimated that the life would be 10 years for the material used without heavy traffic and 20 years for the design life. He offered to send additional information to Irvin to bring him up to speed on the project.

#### **E. DISCUSSION OF 2013 PAVING BIDS RECEIVED**

Scott Anderson had 3 bids (Johnson Paving, Curran Contracting and Peter Baker & Sons) and their comparative results in table form for Project A & Project B. Project A is Little St. Mary's Road and Twin Drive; Project B is Bradley Road. Lowest bidder for Project A is Johnson Paving and lowest bidder for Bradley Road is Peter Baker. Member Towne pondered if they could accept differing bids for each project, however Anderson stated that this was illegal due to how the bid publication was structured. The topic will be visited at the Board meeting when Village attorney Ferolo would be present and it could be settled then, if Project A could be completed without Project B. Chairman Armstrong felt that Project A is a priority and should be completed in 2013.

Again, the question of whether to rebuild or resurface arose, since resurfacing would be 20% of the cost of repaving and would not involve federal funding. Administrator Irvin felt that the wider shoulders, which would be a requirement if federal funding were accepted, would change the travel pace and character of the community. Chairman Armstrong suggested putting this item in the Village Board agenda for discussion. Member Towne asked how long is bid price valid, to which Anderson replied at least 30 if not 60 days. Anderson noted that he would need \$50K to relocate the trail in Oasis Park, to which Member Towne replied that this is not a hazardous road and it would not be a priority.

**It was moved by Member Towne and seconded by Member Clark to recommend to the Village Board that they submit the bid tabulation to the Village Board for discussion and approval of all or part of paving bid if Village Attorney Ferolo approves as such. The motion was carried.**

#### **F. DISCUSSION OF THE ROAD RESTRICTIONS**

Anderson reported that he does not have the signs and needs permission from Lake County to put them up. Member Towne felt that they do not need permission, since they are replacing signs with another version that are already up. Mayor Urlacher felt that Lake County would

refuse to let the village put them up due to Mettawa previously declining a security agreement with the Lake County Sheriff's Office. Member Clark also felt that the village should not ask for permission to replace the signs, but to ask Green Oaks (Mayor Wysocki) for their permission for the sign that needed to be posted in their village.

Chairman Armstrong will obtain the contact information of the Fedex and UPS trucks that will be affected by the new signage and give to Administrator Irvin to issue advisory letters. He also asked that Irvin issue letters to Chief Burns of the Lake County Sheriff's Dept. and Mayor Wysocki of Green Oaks. Member Clark wondered if other businesses off of Bradley Road needed to be notified as well, i.e. Popcorn Factory. Chairman Armstrong thought that was necessary also. Administrator Irvin asked for clarification of signs and exhibits.

Member Towne noted that the truck stop on the east side of the Oasis would be expanding into a larger truck terminal. He stated that the state of Illinois is talking to Lake Forest and again advised the committee to formally make Oasis Park a park, so it is more difficult for the state to condemn, should they want more land for their purposes.

#### **G. DISCUSSION OF THE SPRING MAINTENANCE ACTIVITIES**

Chairman Armstrong reported that the county started to mow on or about July 4<sup>th</sup>. Anderson presented a bid proposal tabulation (Canopy, Dunlap and Clean Cut) for the village tree trimming and brush removal projects: Project A – village trails; Project B – village right-of-way maintenance; and Project C removal of dead ash trees from Oasis Park and he recommended going with each low bid. Member Clark felt that Project B should be rebid due to the lack of scope details in order for the job to be done properly. Anderson replied he would reword the scope for Project B.

**It was moved by Member Towne and seconded by Chairman Armstrong to recommend to the Village Board that they the low bidder for Project A (Clean Cut) & Project C (Canopy). Member Clark abstained. The motion was carried.**

Anderson submitted a bid for \$11,850 for annual trail maintenance. Member Clark wondered if cinder blocks on a dragged fence would be effective enough. Anderson replied that this process loosened the gravel previously and then they needed to roll the surface to properly repair it. Member Clark inquired about the LCFP machine that is used for their trails. Anderson replied that he would revise the bid.

#### **H. WATER LINE SSA AND EXTENSIONS STATUS/ACTIONS REPORT**

Mayor Urlacher reported regarding Area 1 SSA that village attorney Ferolo sent out the distribution yesterday. Chairman Armstrong was disappointed that the village attorney waited so long for this distribution and it should have been sent out after the June meeting at the very latest, since this is a time sensitive matter. He felt that a lapse in time might give opportunity to residents to change their minds and complicate progress. He further stated that this was not the first time that the service has been slow and felt that there was a lack of attention. Member Clark stated that someone should communicate this disappointment to the attorney.

Mayor Urlacher reported that regarding Area 2 SSA – he may have a meeting this Friday with Administrator Irvin, Lake County Administrator Barry Burton and village attorney Ferolo and

he is also having difficulty obtaining the IGA. Administrator Irvin did not understand the connection between lack of (IGA) Lake Michigan water access and a contract for security from the Lake County Sheriff Office. He advised he would contact Ann Maine, the Lake County Board Representative and see if he could clear the way. Mayor Urlacher prefers the Howe Security arrangement the village has over the Lake County Sheriff's Office because 1) Howe Security is willing to vary their patrol hours and 2) the LC price cannot be justified unless they were to write a ticket every hour they were on duty. Member Towne reported that former village attorney Zimmerman and former administrator Deb Waszak researched the security protection and it was found that LC was liable to cover the village and provide emergency protection, without a security agreement in place.

**I. DRAINAGE**

Member Towne reported that he sent out a letter to all residents affected by the ILM drainage study. The purpose of the letter was to advise the residents that they either need to perform the recommended work, or let the village perform it and they would bill the residents for their services. He is now waiting to hear the residents' responses. Member Towne informed the committee that the culvert by the Newberg property was cleaned out by the county and is now seeded and complete.

**J. ANY OTHER ITEMS THAT MAY APPEAR BEFORE THE COMMITTEE FOR DISCUSSION AND POSSIBLE RECOMMENDATION TO THE VILLAGE BOARD**

Member Towne reported that the letter went out to affected residents regarding the ILM study. Some residents authorized ILM to do the work and be billed, and others communicated that they would prefer to do the required work themselves. Chairman Armstrong noted that the culvert is failing on Bradley Road and Forest Drive along the NW corner.

**K. ADJOURNMENT**

It was moved by Chairman Armstrong to adjourn the meeting at 8:03 pm, seconded by Member Clark. The motion was carried.

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Colleen Liberacki, Deputy Village Clerk

*This document is subject to correction as noted on next meeting's minutes.*