



Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309
Fax: 815-827-4040
Website: <http://www.villageofmaplepark.org>

INFRASTRUCTURE COMMITTEE MEETING AGENDA

TUESDAY, OCTOBER 8, 2019

Maple Park Civic Center

302 Willow Street, Maple Park, IL

7 p.m.

1. **CALL TO ORDER / ESTABLISHMENT OF QUORUM**
2. **PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*
3. **APPROVAL OF MEETING MINUTES**
 - August 20, 2019
 - September 10, 2019
4. **CENTER STREET STATUS UPDATE**
5. **HERITAGE HILLS UPDATE**
6. **PROJECT LIST**
7. **5-YEAR CAPITAL PLAN – DEVELOPMENT**
8. **DISCUSSION OF BUDGET ITEMS**
9. **OTHER ITEMS FOR DISCUSSION**
10. **ADJOURNMENT**

Committee Members:

Trustee Dries, Chair
Trustee Harris
Trustee Higgins
Trustee Rebore



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INFRASTRUCTURE COMMITTEE MEETING MINUTES

TUESDAY, AUGUST 20, 2019

RESCHEDULED FROM AUGUST 13, 2019

Maple Park Civic Center

302 Willow Street, Maple Park, IL

7 p.m.

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman JP Dries called the meeting to order at 7:07 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee JP Dries, Trustee Chris Higgins, and Trustee Chris Rebone. Absent: Trustee Brandon Harris.

Others present: Village Administrator Dawn Wucki-Rossbach, Village Engineer Jeremy Lin, and Village Clerk Liz Peerboom.

2. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.*

None.

3. APPROVAL OF MEETING MINUTES

- July 30, 2019
- August 13, 2019

Trustee Higgins made a motion to approve the meeting minutes from July 30, 2019, and August 13, 2019, seconded by Trustee Rebone. Motion carried by voice vote.

4. DISCUSSION AND APPROVAL OF DUMP TRUCK FOR PUBLIC WORKS

Public Works Director Lou Larson distributed information about the purchase of the dump truck. He then went over the process of getting this information.

The committee then discussed the different items that will be put on the truck. Trustee Dries advised that L&S Truck Center in Appleton, WI, in the amount of \$65,827.40, which is within budget.

Village Administrator Dawn Wucki-Rossbach advised that the Board would need to vote

on waiving the formal bidding process in order to purchase this truck.

Trustee Higgins said that he would have appreciated it if this document was part of the agenda packet so that he could have went over the information and little more.

Trustee Rebone made a motion to allow staff to continue with the process in the not to exceed amount of \$72,000, seconded by Trustee Dries. Motion carried by roll call vote. Aye: Dries, Rebone. Nay: Higgins. Absent: Harris. (2-1-1)

5. DISCUSSION OF HERITAGE HILLS DRAINAGE

Village Engineer Jeremy Lin discussed the process of fixing the drainage behind the townhomes in Heritage Hills. He said that the area that he needs to get to needs to be cleaned up or it will not work. He suggested having a survey stake out where the limits of the detention pond is, then have a landscaping company give a quote to remedy the situation. Mr. Lin said that he could get the quote. He estimated that it would be less than \$3,000.

Consensus was to get the survey and get the opinion of the engineer as to how to remedy the issue. Trustee Dries also discussed the responsibility of the property owner. He added that he would like it to get it under control by spring. Mr. Lin will get this information to the committee by the next meeting.

6. DISCUSSION OF THE DEMOLITION OF THE OLD WELL HOUSE

Mr. Larson advised that the approximate cost to demolish the old well house is \$2,100. He added that there is a guide-wire from a pole to the building, but there is no electric to the building. Mr. Larson said that he believes that the well is capped, but he will need to investigate that, but he said that the \$2,100 will include the removal of debris.

Trustee Higgins made a motion to approve the \$2,100 or the demolition and send it to the Board for approval, seconded by Trustee Rebone. Motion carried by roll call vote. Aye: Dries, Higgins, Rebone. Nay: None. Absent: Harris. (3-0-1)

7. VILLAGE OPERATIONS STATUS UPDATE: BOTH PUBLIC WORKS / LINTECH

- Wastewater Capacity – Status Update
- Wastewater – Status Update
- Lift Stations – Status Update
- Stormwater – Status Update
- Water Mains – Status Update
- Lintech Projects – Status Update
- Public Works Projects
- Public Works Property Maintenance Issues
- Village Hall Projects
- Committee Items
 - GIS Project
 - Engineering Contract

MINUTES

Infrastructure Committee Meeting

August 20, 2019

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Mr. Lin said that he has secured 2 quotes for the tank inspection. He distributed that information to the committee. Mr. Lin added that the tank would need to be taken down for a couple of days, with the regular method. With the camera method, the tank will not be taken down, but more chlorine will be added since a camera is being introduced to the water. Trustee Rebone said that the camera method (alternate B, Dixon Engineering) is the better way to go. He suggested sending out a communication with residents to anticipate a higher chlorine level.

Trustee Dries asked if this should be done this year, or if it could wait until next year. Mr. Lin advised that he thinks it should be done this year. Trustee Higgins would like to get information from the Village Accountant, and also add it to the Finance Committee agenda.

Trustee Rebone made a motion to send this item (Schedule B, Dixon Engineering) to the Finance Committee, then to the full Board for approval, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Dries, Higgins, Rebone. Nay: None. Absent: Harris. (3-0-1)

Trustee Dries asked about painting the tower. Mr. Lin advised that it would go hand in hand with the inspection.

The committee then discussed the status of items on the infrastructure project list. Mr. Larson advised that the chains were replaced at the lift station and the two beavers were removed from the drainage ditch, adding that the homeowner's association would be approving the removal of the dams. Mr. Larson advised that they are waiting on the contractor for the valve replacement at County Line and Washington.

Mr. Lin advised that the bid date has been revised to September 10, 2019, with project completion of approximately October 31, 2019. He added that the bid will go into the state's publication next Wednesday, August 28, 2019. He also said that the MFT was approved by the state. He said that the Board would need to approve the bid, and the committee discussed the possibility of a special meeting for the bid approval.

Mr. Lin discussed some preliminary numbers for the new elevated water tank project. Trustee Dries said that once the site is selected the project will go in the five-year capital plan. Mr. Lin said that he would have the preliminary plan ready for the next meeting.

Trustee Dries asked if Mr. Lin could get the engineering cost for two projects.

Mr. Larson advised that the street lighting maps are done. He also advised that the gym is finished and being used.

Trustee Dries suggested making a curb replacement list and getting those budgeted for next year. Trustee Higgins suggested making a sidewalk replacement plan and replace them all at once so they don't waste a truck of concrete. Mr. Larson said that the village is not paying for short loads.

Trustee Dries advised that the striping is done on Kennebec. Mr. Larson advised that he

did not stripe the diagonal spaces because of the space. The committee then discussed the possibility of making the road one way.

Trustee Dries briefly discussed some damage to a park in the Settlement. He also asked if grindings from Center Street could be used to replace the gravel around the pond at Memorial Park. Mr. Lin said that he would ask the contractor.

Mr. Lin gave a status update on four properties that had property maintenance issues.

The committee discussed the silt fences in Squires Crossing. Trustee Rebone asked about SWIF reports. Mr. Lin said that he would follow-up with Shodeen.

Trustee Dries asked if Mr. Larson could set up an appointment with JR Herra on August 30th to walk through the Civic Center and discuss zoning for the heating. He also suggested more tuckpointing be placed in the budget for next year.

Trustee Higgins advised that he had a meeting with Kane County and the Finance Committee will be discussing an intergovernmental agreement with them for GIS issues. He added that he is going to reach out to DeKalb County about getting them on board also.

Trustee Dries advised that he is looking to do a "Resident Information Bulletin," in order to send to the residents about the Center Street project.

Trustee Higgins discussed school bus routes. Mr. Larson said that there are many issues with snow plowing because parents are parking waiting for the bus. Trustee Higgins asked Mr. Larson to contact the school district to get this issue solved.

8. OTHER ITEMS

Trustee Dries advised the committee that he will not be able to attend the Infrastructure Committee meeting on September 10th, so the committee discussed a possible change to the date and possibly have it the same night as the special meeting.

9. ADJOURNMENT

Trustee Rebone made a motion to adjourn the meeting, seconded by Trustee Higgins. Motion carried by voice vote.

Meeting adjourned at 8:54 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee Dries, Chair
Trustee Harris
Trustee Higgins
Trustee Rebone



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INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, September 10, 2019

7:00 p.m.

Maple Park Civic Center

302 Willow Street, Maple Park, IL

The Infrastructure Committee meeting scheduled for Tuesday, September 10, 2019, was cancelled. The next meeting was scheduled for October 8, 2019.

DRAFT

Committee Members:

Trustee Dries, Chair

Trustee Harris

Trustee Higgins

Trustee Rebone

| Village of Maple Park - Infrastructure Project List | | | |
|---|--------------------------------|------------------------|--|
| Current Operations | | | |
| Date | Item | Status | Comments |
| 8/19 | Waste Water Capacity | 44.90% | 70% level - 45.03% in May / 43.60 June |
| Water Tower - Open | | | |
| 5/19 | Painting of the tower | Timeline - Budget Item | When was the tower last painted and when will it need to be painted again for budget reasons. Pending Jeremy/Inspection cost |
| 8/19 | Tank Inspection | Approved | Needs to be completed annual going forward |
| Waste Water - Open | | | |
| Annual | Sludge Check | Maintenance | Last completed - 06/19 |
| 5/19 | In Flow Meter | Installed | Additional wire needed / Pending electrician |
| 8/19 | Grounds / Property Maintenance | Discussion | Landscaping needs / Lou will review, some clean up done |
| 5/19 | Anticipated Maintenance | Timeline - Budget | Out flow meter DOE probe and blower replacement (Energy reduction/end of life) |
| Lift Stations - Open | | | |
| Annual | Annual Maintenance | 19-Aug | Chains replaced / Pits Vacuumed |
| Storm Water - Open | | | |
| 5/19 | Open Item | Timeline - Budget item | Storm drains in Kennebec before black top. |
| 6/19 | Union Ditch #2 | Pending | Beavers caught / Pending commissioner approval for dam removal |
| Water Mains - Open | | | |
| 5/19 | Valve replacement | Anticipated 09/19 | Countyline and Washington - Budgeted item |
| 5/19 | Hydrant replacement | Anticipated 09/19 | Maple and Broadway - Budgeted item |
| 7/19 | Water main break | Repaired | Road needs additional repair |

| Lintech Projects - Open | | |
|-------------------------|---|---|
| 5/19 | Center Street - Rebuild (budgeted) | 9/19 |
| | | MFT approved by State - 09/10 Bid closing Letter to residents on Center Street |
| 5/19 | Water Tower - Site Selection and needs (budgeted) | Pending Center St |
| | | Special Board Meeting - 09/19 to approve bid needed Size of tower discussed 07/19 Infrastructure needs and timeline to replace Engineering to be done next with storm water needs (for budget) |
| 5/19 | Pearl Street | Pending |

| Public Works Projects - Open | | |
|------------------------------|------------------------|---|
| 5/19 | Old well house on Main | Approved - 08/19 |
| 5/19 | Street Repairs | Ongoing |
| 5/19 | Curb repair | Pending |
| 5/19 | Sidewalk repair | Pending |
| 6/19 | Trees | Discussion |
| 6/19 | Memorial Park | Timeline - Budget item |
| | | Recommendation to tear it down / Pending budget numbers Pothole repair / Basket ball court / Maple Needs to be reviewed/identify Needs to be reviewed/identify Blvd trees, dead and missing, replacement plan? Gravel replacement for path |

| Public Works - Property Maintenance Issues - Open | | |
|---|-----------------|--|
| 5/19 | County Line | Demo/Repair |
| 5/19 | Main Street | Old Village Hall |
| 6/19 | Pheasant Street | Code violations |
| 6/19 | Heritage Hills | Property Maintenance |
| 6/19 | Shodeen | Concern |
| | | Pending walk through of house, demo permits soon for barns, exterior of property needs cleaned, fence falling down and tree Roof repairs started / 08/19 Garage roof hole and garage door hanging, tall grass Drainage issues / Work needed and survey Jeremy will follow-up with SWIF reports |

| Village Hall - Open | | |
|---------------------|----------------|--|
| 5/19 | Heating | In Progress |
| 5/19 | Maintenance | Pending |
| 6/19 | Lintel repairs | Timeline - Budget item |
| | | Need a proper zone plan for future needs / replace/remove boiler. Lou will reach out to vendor and walk building with JP and Lou Identify needs West side of the building needs to be completed. |

| Committee Items - Open | | | | |
|--------------------------------|-------------------------|-----------|--|--|
| 5/19 | GIS Project | Ongoing | Intergovernmental Agreement with Kane County | |
| 5/19 | Engineering Contract | 19-Sep | Contract and Operation review | |
| | | | | |
| Water Tower - Closed | | | | |
| 5/19 | New heaters | Completed | 4 new heaters installed in the well house | |
| 5/19 | New Control Panel | Completed | Working normal, alarm notification repaired also. Wiring damaged by birds and squirrels. Alarms received by 4 people | |
| 7/19 | Control Valves | Completed | Replaced and tested | |
| Waste Water - Closed | | | | |
| 6/19 | Preventive Maintenance | Completed | Oil change in blowers / pipe replacement | |
| 7/19 | Sludge Check | Completed | Sludge check was completed - 06/19. About 2 feet, dredging would be needed at 4 feet, 12 feet total depth. Annual inspection | |
| Lift Stations - Closed | | | | |
| 8/19 | Annual Maintenance | Completed | Chains replaced / pits good | |
| Storm Water - Closed | | | | |
| | | | | |
| Water Mains - Closed | | | | |
| | | | | |
| Lintech Projects - Closed | | | | |
| | | | | |
| Public Works Projects - Closed | | | | |
| 7/19 | USIC Locating Services | Completed | Approved August 2019 Board Meeting / Service agreement | |
| 5/19 | Street Lighting Mapping | Completed | Project Complete / GIS Documents - 08/19 | |
| 5/19 | Gym Roof | Completed | Roof repaired / gym opened 08/19 | |
| 5/19 | Parking space stripping | Completed | Kennebec - 08/19 | |
| 5/19 | New 1 ton plow/dump | Approved | Funding approved 08/19 - sent to Board | |
| 6/19 | Park - Settlements | Completed | Shodeen repaired - 08/19 | |

