



# Village of Maple Park

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

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Approved by the Infrastructure  
Committee on July 26, 2016.  
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## INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, June 28, 2016

7:00 p.m.

Maple Park Civic Center  
302 Willow Street, Maple Park, IL

### 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Luke Goucher called the meeting to order at 7:00 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Chairman Luke Goucher, Trustee Chris Higgins, Trustee JP Dries, and Trustee Terry Borg.

Others present: Village Engineer Jeremy Lin, Building Inspector Lou Larson, 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. OTHER ITEMS

Trustee Goucher advised that he had asked Building Inspector Lou Larson to attend the meeting to discuss a possible code amendment regarding sidewalk replacement.

Mr. Larson discussed a couple of different options. He said one option was to for the village to pay 50% or the village could pay for a certain amount of the project or the village could pay for the entire replacement, but only replace hazardous sidewalks. Consensus was that discretion should be given to the Public Works Director as to whether the sidewalk is repaired or replaced.

Trustee Higgins said that he is concerned about sidewalks that have sunken more than an inch.

Mr. Larson said that one way would also be to use cold patch, although that does not look very pretty.

Trustee Borg asked about grinding. Mr. Larson said that grinding is not the best practice. He suggested that the village not document the sidewalks because once it is documented the village will be required to replace those sidewalks. Mr. Larson also said that the

current amount of \$1.00 per square foot that is in the village code is not enough. He guessed that the rate at this time is somewhere close to \$8.00 per square foot.

Trustee Goucher said that he thinks that the best solution is to budget for sidewalks and to raise the price that the village pays per square foot. Mr. Larson discussed criteria for repairing versus replacement.

Trustee Borg liked the idea of Mr. Larson working with the Public Works director to write some specs on sidewalks. Trustee Borg asked about plastic concrete to repair a sidewalk. Trustee Borg said that he has never seen other communities repair or replace sidewalks. Other places that he has lived put the burden on the homeowner. Mr. Larson said that the code could address who is to maintain the sidewalks.

Trustee Higgins said that he would be interested in leaving the subsidy in but making it more enticing.

The committee discussed ways to get the sidewalks replaced without costing as much money.

Trustee Goucher asked the committee members to fact gather and come back with input on changes to the code. He also asked Mr. Larson to get together with Public Works Director Mike Miller and come back with information.

The committee discussed the new construction home that is being built on Joliet Street. Mr. Larson advised that Shodeen is going to bring in at least one more permit, plus a permit is slated to come in this week for a new home on Inverness.

The committee discussed the complaint about noise at the business on County Line Road.

Trustee Borg asked Village Engineer Jeremy Lin about an oversized watermain at the east end of Main Street, and advised that the Finance and Public Relations & Development committee is working on a recapture agreement for that watermain project. Trustee Borg asked if Mr. Lin could develop a schedule that includes depreciation for the project. Trustee Goucher asked Trustee Borg if he wants the Infrastructure Committee to take over this Recapture Project. Trustee Borg advised that it is more of an Infrastructure issue.

The committee discussed several options and it was the opinion of Mr. Lin and Trustee Goucher that a recorded ordinance is the best option for the village because it would be memorialized on the title of the property. Trustee Borg said that he did not want to cloud the title, but didn't want it to be lost in the mix. Mr. Lin said that the village is trying to spur development and that would be a detriment to development.

Trustee Goucher said that, in his opinion, it was foolish for the village to do this project without an annexation agreement and recapture in place. Trustee Borg said that at the time it was a good idea because the Board thought that the property was going to be annexed and developed.

#### **4. APPROVAL OF MEETING MINUTES**

- **May 24, 2016**

Trustee Higgins made a motion to approve the meeting minutes from May 24, 2016, seconded by Trustee Borg. Motion carried by voice vote.

#### **5. DISCUSSION OF WATER RATES**

Trustee Goucher advised that CPI is the most relevant index for water and sewer rate discussion. He added that his opinion would be to build in an escalator to the ordinance. He advised that the next water rate increase of 3% will be applied as of July 1, 2016, adding that for the last couple of years the village has been above CPI. Trustee Goucher recommended that the committee consider a floor and a ceiling to be adjusted with the economic times. He added that it is unfair to slam the residents with an increase in poor economic times, but it is also unfair to not raise the rates in order to keep the system covered economically.

Trustee Higgins said that he likes the idea of having a cap. Trustee Dries likes that there will be a base. Village Engineer Jeremy Lin said that using the 3% or 4% per year is very common, and easier to implement than CPI, but it is also common to use CPI.

Trustee Borg said that CPI is based on a basket of goods and that can vary from region to region. He would like to identify which index is going to be used. He would like to use February's numbers. He likes the floor and cap. Trustee Borg said that the committee needs to understand why the water/sewer rates hadn't been raised for a long time. He said that for quite some time, the water rates were higher than other communities. He would like to look at the water and sewer funds to see how they are doing.

Village Engineer Jeremy Lin said that the reason the rates were raised initially was because the water fund was running at a deficit.

Trustee Goucher said that he will sit down with the village clerk to write a draft ordinance and then it will be presented at the next meeting for the committee to discuss. Trustee Goucher said that it is important to educate the residents.

Trustee Borg discussed ways to find out if you have a leak and he also suggested looking at DC Trash when the contract comes up. Trustee Goucher said that Maple Park has a great trash system.

Trustee Higgins said that he would like to be sure that the village is doing due diligence to be sure that costs are in line.

Trustee Goucher reiterated that he and Clerk Peerboom will sit down and write a draft ordinance implementing the discussion tonight. He would like to be able to have something to the full Board by the August meeting.

**6. DISCUSSION OF SEWER RATES**

See above.

**7. DISCUSSION OF MAINTENANCE PLAN**

Trustee Goucher asked Mr. Lin to discuss crack filling. Mr. Lin advised that he will put together a proposal for crack filling. Trustee Goucher will ask Public Works Director Mike Miller to attend the next meeting to discuss crack filling.

Mr. Lin, with the help of Mr. Miller, will identify roads and discuss at the next meeting.

**8. DISCUSSION OF CAPITAL IMPROVEMENTS PLAN**

None.

**9. DISCUSSION OF GRANT WRITING**

Village Clerk Liz Peerboom went over what she learned at the grant writing seminar in Springfield. She explained that the very first thing that needed to be done is an income survey. She will get the income survey sample from the DCEO website and send them out in July.

The Board discussed which projects the grant could be used for. After some discussion, it was decided that the income survey would be sent out and that the application may not be able to be submitted until after the deadline. Ms. Peerboom advised that the income survey is good for five years.

**10. DISCUSSION OF WATER & SEWER PLANT OPERATION SERVICES**

Village Engineer Jeremy Lin distributed an updated water and sewer plant operations proposal. He advised that the update includes the services that would be undertaken by Lintech Engineering to handle all the services on the water and the sewer plant. At this time village staff is doing many of the daily duties.

Trustee Goucher asked who pours in the solutions currently. Mr. Lin advised that Lintech is doing that at this time.

Trustee Goucher asked what the menu of services were that were provided previously. Mr. Lin said that they have been working in conjunction with staff. Mr. Lin added that he feels that Lintech is providing better service. Trustee Goucher asked if Mr. Miller was capable of handling "Additional Services B". Mr. Lin said that he is very capable to handle those services. Mr. Lin advised that the EPA requires daily chlorine testing, but some of that can be done by staff.

Mr. Lin discussed different ways to keep the costs down for Maple Park.



Trustee Borg said that he has noticed lower water pressure and lower softening qualities. He asked if Lintech has made any changes in the last few months. Mr. Lin advised that they have not made any changes, adding that lower softening qualities could more than likely be the resin that needs to be replaced.

Consensus was that there are more that the village can be doing that is not being done at this time.

Trustee Higgins asked how many people are employed by Lintech that is certified to do the duties included in the proposal.

Trustee Goucher explained that the current water operator has had some significant health issues and may not have clearance from his doctor to return to work. He added that the village needs to know who is going to take over in the case that they find themselves without a water operator.

Trustee Borg said that this is not a discussion for open session because it is about employees. He also said that he is not prepared to act on this proposal until there is a vacancy in the position or positions.

Mr. Lin advised that he has moved the village to an electronic reporting system. Mr. Lin added that if a decision is not made within a few months, Lintech, or another certified water operator, will need to be made as the water operator. Mr. Lin also added that Lintech could provide the base services plus A, but keep the part-time employee that takes the water tests.

Trustee Borg suggested going into closed session at the July meeting and then considering the proposal in open session. Consensus was to have the Village Clerk put closed session on the agenda and then add "matters referred from closed session," after closed session.

Trustee Borg said that he would not want to sign the reports if he wasn't the certified operator. He added that the most important thing is that the village provides potable water.

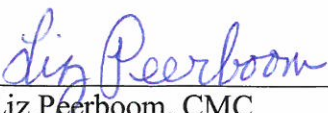
Mr. Lin reminded the village clerk that the CCR needs to be mailed by July 1. Ms. Peerboom advised that the CCR will be going out before July 1.

Trustee Goucher asked about licensing. Mr. Lin advised that one of the staff members could be the water operator but not the sewer system.

## **11. ADJOURNMENT**

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

Meeting adjourned at 9:40 p.m.

  
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Liz Peerboom, CMC  
Village Clerk

Committee Members

Trustee Goucher, Chair  
Trustee Borg  
Trustee Dries  
Trustee Higgins