

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL SERVICES
COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
JULY 11, 2016 AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mistele called the meeting to order at 5:34 PM.

2. ROLL CALL

Those present at roll call were Chairman Michael Mistele, Trustee Paul Oggerino, and Village Administrator Tim Halik. Absent: None.

3. APPROVAL OF MINUTES

- a) After review of the draft minutes from the June 13, 2016 regular meeting of the Municipal Services Committee, Trustee Oggerino made a motion to approve the minutes as presented. Chairman Mistele seconded the motion. Motion Carried

4. DISCUSSION – FY 2016/17 Motor Fuel Tax (MFT) Funded Roadway Maintenance Program – Review of Bids

Administrator Halik reminded the Committee that this year's Motor Fuel Tax (MFT) Roadway Maintenance Program will include the resurfacing of 1.47 miles of roadways within the southwest quadrant of the Village, crack sealing in various areas, full-depth patching on various streets throughout the Village, and replacement of worn pavement markings. The public bid opening for this year's program was held at the Village Hall on Monday, June 20, 2016 at 10:00 AM. A total of three (3) sealed bids were received prior to the deadline with the lowest bid received from Crowley Sheppard Asphalt, Inc. in the amount of \$263,720.81, which includes the bid alternate of also completing Midway Drive from Kingery Highway to Clarendon Hills Road. Halik advised that Crowley-Sheppard Asphalt, Inc. is an IDOT pre-qualified bidder, and they have performed work in the Village in the past, including annual roadway maintenance programs. The company is well qualified to complete our roadway maintenance program this year. Halik shared that the base bid plus alternate bid amount of \$263,720.81 is \$84,689.65 below the engineer's estimate of probable cost for the project. The Village had allocated a total of \$286,878.92 to be spent in this year's road maintenance program. Therefore, this bid amount is \$23,158.11 below the set project budget. Halik advised that this will help offset any added expenses from the Clarendon Hills Road STP project currently underway. Halik stated that staff would recommend that the low bid submitted by Crowley-Sheppard Asphalt, Inc. be accepted and that the contract be awarded to them for the 2016 MFT Roadway Maintenance Program in the amount of \$263,720.81. Once the Village Board awards the contract, staff will schedule a preconstruction meeting with the contractor. After which, the Village will issue the Notice to Proceed, and the work will begin. Staff anticipates that the work would start this month. Halik also reminded the Committee that the bid award will also be considered by the Village Board on tonight's meeting agenda. The Committee concurred with the staff recommendation and look forward to the completion of the project.

5. REPORT – Municipal Services Department

- a. Administrator Halik reviewed the monthly permit activity report for the month of June 2016. Halik advised that the Village received about \$13,426 in permit revenue for the month. This amount represents 18% of the total budgeted amount of revenue for fiscal year 2016/17.
- b. Administrator Halik shared the water system pumpage report for May 2016. The report indicates that the Village pumped 31,048,000 gallons of water in the month. This amount is about 6% more than was pumped in May of 2015, and represents the first month in the new fiscal year.
- c. Administrator Halik shared the June 2016 scavenger reports from the vendor, Republic Services. This report contains information pertaining to the tons of refuse and recyclable material collected by the scavenger in Willowbrook for each month.
- d. Administrator Halik reviewed the June 2016 Clarke Environmental Program Update, and called attention to the low trap count numbers so far.

6. VISITOR'S BUSINESS

(None)

7. COMMUNICATIONS

(None)

8. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele. Seconded by Trustee Oggerino. The meeting was adjourned at 5:45 PM.

(Minutes transcribed by: Tim Halik, 8/2/16)