

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,
JANUARY 10, 2010 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

1. CALL TO ORDER

Chairman Mike Mistele called the meeting to order at 6:28 PM.

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Trustee Terry Kelly, Interim Administrator Megan Pierce, and Director of Municipal Services Tim Halik.

3. APPROVAL OF MINUTES

After reviewing the minutes from the October 12, 2009 regular meeting of the Municipal Services Committee, Trustee Kelly advised that there was a typographical error in Item #5. Director Halik advised that he would amend the minutes accordingly. Chairman Mistele made a motion to approve the minutes as amended. Trustee Kelly seconded the motion. Motion carried.

4. DISCUSSION – Adoption of DuPage County IDDE Ordinance and Execution of an IGA for Program Implementation

Director Halik advised the Committee that as discussed at the September 14, 2009 Committee meeting, one of the requirements of the Federal Clean Water Act/1990 for municipalities is the creation of a program to detect, prohibit and eliminate illicit discharges of pollutants into storm sewers; otherwise known as *Illicit Detection and Discharge Elimination (IDDE)*. The DuPage County Stormwater Staff and the Municipal Engineers Committee have drafted a workable set of codes to address this requirement. The DuPage County Board adopted their IDDE Ordinance on May 26, 2009. Given the County's adoption of these requirements would only be applicable throughout unincorporated portions of the County, the Village must adopt their own requirements to be in compliance with the NPDES requirements. Therefore, staff recommends the Village adopt the County ordinance requirements. Halik further advised that after the ordinance is adopted, its requirements must also be implemented. The ordinance requires that monitoring, water sampling and, if applicable, tracing an illicit discharge back to a source activities are performed. Currently these services are being offered to municipalities by the County at no charge, provided the Village enters into an Intergovernmental Agreement (IGA) with the County. Halik advised that the full-participant version of the IGA would require that the Village provide a storm sewer atlas to the County, and agree to prosecute any identified violators. Chairman Mistele inquired as to the difference between the full-participant version, and the partial-participant version of the IGA. Halik explained that under both versions the Village is responsible for enforcement. However, in the partial version the Village must complete all the investigation after a complaint is received. Whereas, in the full version the County staff would complete the investigation process at their own expense. Halik advised that one issue that was raised at the County level was how the discharge from car washes would be regulated by the ordinance. He called attention to the current language on page nine (9) of the County ordinance in which the County decided to exempt car washes from regulation. The IEPA has informally advised that this provision would likely not be approved as complying with the NPDES requirements. However, the County Board decided to adopt the ordinance with the current language, and if the IEPA were to make a formal ruling, the County would consider amending the language at that time. Therefore, the Village could either follow the County's approach, which may require we also amend our ordinance in the future, or remove this exemption in our local

amendments, and enforce the ordinance requirements on car washes. After discussion, the Committee agreed to follow the County's lead, even if it meant that the Village may have to change our ordinance at some point in the future after the EPA's final position is known. Halik advised that once the adoption ordinance and the IGA documents are in final form, staff will forward them to the Village Attorney for review. After approval, both items will be placed on a future Village Board agenda for consideration. The Committee agreed.

5. DISCUSSION – License Agreement with SWCD – Communications Antenna on Village's 67th Street Water Tower

Director Halik advised the Committee that in September 2009, staff was asked by Southwest Central Dispatch whether the Village would permit the installation of a communications antenna on the 67th Street water tower to improve our police radio communications system. Staff responded that the request would require the execution of a license agreement, such as the one currently in place to allow similar type equipment on the Village hall property water tower. Southwest requested access to the tower so their technicians could determine whether an antenna installation was viable. In mid-November, staff met with SWCD technical crews to review the tower structure and available utilities. At that time, SWCD concluded that a new antenna could be installed on top of the tower, and there is adequate room and access to electrical service within the base cone of the tower to install the necessary control equipment. Halik said that at that time staff advised that a license agreement document would be drafted and forwarded to SWCD for comment. A license agreement was forwarded to Bill Shanley at SWCD on December 14th for review. Halik advised that the draft agreement is similar to the current agreement in place for the Village hall tower installations, however, some provisions pertaining to the proper installation of the equipment have been added. Particularly, Section 5 of the draft agreement requires that SWCD obtain a permit from the Village prior to installing the equipment. As part of the permit process, the Village will utilize a professional engineer to review the details of the installation, and confirm its proper installation. According to the agreement, all costs related to the third-party review and field inspection is to be paid by SWCD. In addition, language was added to the draft agreement to acknowledge that the 67th Street water tower is located within the Lake Hinsdale Village Subdivision, and is therefore bound by all requirements of the restrictive conditions, declarations and covenants of the HOA. This would preclude the installation of any outside equipment upon the premises now or in the future. Halik advised that today, comments were received by SWCD. Staff reviewed the comments and the only one that may be objectionable is a comment that was added allowing SWCD to store equipment within the base of the water tower. Halik advised that since this has been an ongoing issue at the Village Hall tower, he would not recommend we allow that provision within the 67th Street tower. The Committee concurred and advised that all referenced to storage within the agreement should be removed. In addition, Chairman Mistele recommended that the agreement be more generic when referencing corporate authorities, as people and firms tend to change over time. Trustee Kelly asked that staff confirm that the language within the agreement is adequate to ensure restoration of areas that may be disturbed upon equipment installation. He also noted that there was a typographical error on page three, in the sixth line of the third paragraph. Chairman Mistele asked who the current Village representative is on the SWCD Board. Halik advised that he believed it was now Acting Chief Mark Shelton, but that he would confirm. The Committee did not have a general objection to entering into such a license agreement with SWCD.

6. DISCUSSION – IDOT Local Agency Agreements – ARRA Projects

Director Halik reminded the Committee that The Village previously applied for stimulus funding through the American Recovery and Reinvestment Act to complete two (2) projects: 1. a reconstruction of Clarendon Hills Road from 75th Street to 79th Street, and 2. an intersection lighting project located at Kingery Hwy. & Plainfield Road. Halik advised that with regard to Clarendon Hills Road, approval of such a project would enable the cost of the reconstruction of the roadway to be removed from the Village's Roadway Maintenance Program, thereby saving local MFT funds for other road maintenance projects. The lighting project was a suggestion previously received from Trustee Schoenbeck. Both projects were accepted and therefore eligible to receive 100% Federal funding for construction. The engineering design and construction oversight costs of the projects, which are not grant eligible, were paid using local funds, and in the case of the lighting project, also with contributions from DuPage County and the State of Illinois, pending distribution of funds from the Illinois Capital Bill. Halik advised that both projects are currently scheduled to be on the IDOT March 5, 2010 bid letting, and construction of each should commence this late Spring or early Summer. Halik stated that the Federal stimulus funding for these projects are distributed through the Illinois Department of Transportation. As part of the IDOT process, Willowbrook, as the local agency, must execute a Local Agency Agreement acknowledging the terms of the Federal Grant Program for funding. The Agreement codifies the 100% funding arrangement between the Village of Willowbrook and IDOT for the construction of the project. The Village received the Agreements in late December, which indicated that the executed copies needed to be returned to IDOT by January 8, 2010 in order for the project to make the March 5th bid letting. Therefore, President Napoli executed the Agreements to enable the deadline to be met. The adoption of a resolution at tonight's Board meeting will serve to ratify the Village President's previous execution of the Agreements. The Committee had no objection to the proposed resolution.

7. DISCUSSION – Proposed Freestanding Sign at Public Works Garage Facility

Director Halik advised the Committee that, as the Committee will recall, it has recently been determined that the most appropriate identification sign for the new public works facility would be a freestanding sign only, rather than a building sign. The rationale being that a wall mounted sign on the building would detract from its architecture. In addition, there would be a cost savings in purchasing and installing a ground sign only, as opposed to both. Therefore, staff has asked our sign contractor, Western Remac, Inc., to redesign the proposed freestanding sign to incorporate the new Village logo, and provide revised pricing for fabrication of the sign and its installation. Halik advised that an updated sign design and pricing was received from the sign contractor. The new freestanding sign design somewhat mimics the general appearance of the 50th anniversary banners which are displayed throughout town. The cost of the sign including installation is \$1,470.00 which can be funded through the remaining bond proceeds for the project. The Committee was in agreement with the project.

8. DISCUSSION – Municipal Services Department

- a) Director Halik advised that the monthly department permit activity report for September was included in the packet. The report indicates that permit revenues increased for the month of December and that the department brought in slightly less than \$35,000 in permit revenue for the month. Halik shared that this was largely attributable to the issuance of the permits for a large interior tenant finish project within the Executive Plaza, and several smaller commercial projects.

Halik also stated that he believed if the permit revenue for the remainder of the fiscal year stayed strong, we would meet our revenue projection of \$150,000.

- b) Halik reported that the water system pumpage report was also included in the agenda packet for information. The report indicates that although we have pumped about 6% less water than this time last year, we are currently roughly on target to meet our year-end projection of 390,000,000 gallons pumped.

8. VISITOR'S BUSINESS

(none)

9. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele, seconded by Trustee Kelly. The meeting was adjourned at 7:10 PM.

(Minutes transcribed by: Tim Halik 2/5/10)