

MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL  
SERVICES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY,  
JUNE 13, 2011 IN THE VILLAGE HALL, 7760 QUINCY STREET, IN THE  
VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

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1. CALL TO ORDER

Chairman Mike Mistele called the meeting to order at 6:00 PM.

2. ROLL CALL

Those present at roll call were Chairman Mike Mistele, Trustee Sue Berglund, Administrator Tim Halik, Management Analyst Garrett Hummel, and Building Inspector Roy Giuntoli. Absent: None.

3. APPROVAL OF MINUTES

After review of the draft minutes from the May 9, 2011 regular meeting of the Municipal Services Committee, Chairman Mistele made a motion to approve the minutes.

4. DISCUSSION – Proposed Village Hall Storage Structure Roof Replacement Project

Administrator Halik advised the Committee that as discussed at the previous meeting staff has contacted the various roofing contractors and asked them to revise their proposals in accordance with the agreed upon installation details of the project. Halik advised that three of the four vendors submitted revised proposals. One of them, C&M Roofing & Construction, declined to submit a proposal stating that they believe the installation of modified bitumen is hazardous and they do not use that product. Halik advised that the low bid was still Brothers Roofing, Inc. in the amount of \$9,925.00. Halik stated that he was very pleased that the final cost was substantially lower than our budgeted amount and thanked Chairman Mistele for his input on this project. Chairman Mistele recommended that staff call the references provided by Brothers Roofing. Halik stated that staff would definitely do so. Trustee Berglund inquired about the warranties offered by the contractors and noted that the Brothers proposal offers a 12 year warranty. Based on previous Committee discussion, she believed we had hoped to obtain a longer warranty period. Chairman Mistele felt that the 12 year warranty was fine based on the type of structure we are working on. Halik advised that this item would be placed on the next Board agenda for approval. Chairman Mistele recommended that it be placed on the consent agenda.

5. DISCUSSION – Comprehensive Amendments to the Village Building Code (Title 4)

Administrator Halik reminded the Committee that the proposed Building Code amendments were discussed at the previous meeting on May 9<sup>th</sup>. At that time, the members of the Committee raised a number of items which were further discussed at the Committee. Staff responded that they would further review those items, propose language changes, and return to the Committee to further review and discuss. Halik then asked Building Inspector Giuntoli to review the items for consideration. Giuntoli discussed the difference between the stated snow loads in the various codes, and relayed that further research revealed that this was intentional and proper. Giuntoli also advised that all language pertaining to pre-

sale inspections performed by the Village was removed from the code. In addition, the reimbursement provisions for hotel stay were changed from seven days duration to three days duration. Giuntoli further explained that although this provision has not been used by the Village in the past, there may be a day when it could be used if there was a large fire, or other incident in a residential development. Administrator Halik also stated that if such was the case, it would be very likely that insurance would reimburse the Village. The Committee was acceptable to leaving the provisions in the code. Trustee Berglund asked what an unvented fireplace was. Giuntoli explained the manufactured fireplace unit and stated that they are currently typically used in a bedroom and equipped with oxygen depletion sensors. With regard to residential sprinklers, Giuntoli explained that in accordance with the prior discussion at the Committee, fire sprinkler requirements in new construction were limited to high-hazard areas such as furnace rooms and equipment rooms. These systems would be limited-use systems and would require that a backflow preventer be installed on the incoming water service at each location. Chairman Mistele agreed and reminded the Committee members that we are about 97% built-out. He asked about the need for an expansion tank on the water heater. Giuntoli advised that once a backflow preventer is installed on the water service, an expansion tank must be placed in the vicinity of the water heater to provide the needed expansion area within the water system after a closed system is created. Chairman Mistele also suggested that staff consider the final language in the code to ensure that sprinklers would not be required for some gas appliances, such as a kitchen range, since that would not be the intent of the limited-use sprinkler system requirement. Chairman Mistele also asked for clarification that the NEC would be used as the Village's Electrical Code and that the use of wood foundations was deleted from the code. Giuntoli acknowledged both items. Administrator Halik stated that if the Committee was in agreement, the proposed comprehensive amendments to Title 4 of the Village Code would be brought to the Board for full consideration in July. The Committee was in agreement.

6. DISCUSSION – Capital Expenditure: Backhoe Replacement

Administrator Halik provided a short background on the replacement of the Village's backhoe/loader dating back to the budget discussions in March. Halik reminded the Committee that the current piece of equipment is a Caterpillar model 430D which was purchased in 2002. Unfortunately at the time, there was nowhere to store the backhoe except for outside or within the salt storage building previously at Village Hall. As a result, the backhoe has experienced severe deterioration which has hugely increased maintenance costs. Halik called attention to a 5-year history of maintenance costs on the backhoe broken-down to expected items and items directly caused by the deterioration. Halik stated that in the last 5 years, the Village has spent over \$21,000 on repairs due to the extensive deterioration. As a result, the Board agreed to add funding to the FY11/12 budget for a replacement backhoe. Halik stated that during the budget process, four proposals from equipment manufacturers were received, and based on those numbers, \$70,000 was included in the budget – half from the water fund and half from the general fund. Halik advised that staff has further considered the four proposals and was able to reduce them to two that include the design features we need for our use of the equipment, such as digging depth, etc. Staff also checked with the two manufacturers to ensure their proposals were still current. The two proposals for final consideration are for a John Deere and a Caterpillar. The John Deere unit would be built in Iowa and lead time would be 45 to 60 days. The Caterpillar unit is apparently built overseas so the lead time is greater. Replacement parts for the John Deere are readily available next day if needed.

Halik advised that with the optional 60-month extended full-machine warranty, the total cost of the John Deere of \$57,750 is less than that of the Caterpillar and well below the budgeted \$70,000. Halik advised that staff would recommend that the John Deere 410J with the extended 60-month warranty be purchased. The Committee concurred and recommended that this item be placed on the consent agenda at the next Board meeting.

7. REPORT – Municipal Services Department

- a. Administrator Halik shared the May monthly permit activity report showing that we have only taken in about \$6,500 in permit revenue for the month.
- b. Administrator Halik shared the water system pumpage report. Halik noted that the numbers for the month of April now completes the 2010/11 fiscal year. The report indicates that we have pumped about 2% more water than we had the previous year. In addition, staff's estimated pumpage projection of 375,000,000 gallons pumped for the year was accurate to 99.83%, having pumped a total of 374,378,000.

8. VISITOR'S BUSINESS

Village resident Phyllis Zimmer talked about the mosquito problem in her yard due to the stagnant water. She advised that Clarke Environmental found larvae breeding in her yard. She advised that the trespass of the Village culvert must stop and that 70 acres of upstream drainage is coming through her property. She advised that the drainage through her property must stop – do not trespass on her property. She calls Clarke every week regarding the mosquito problem and added that there are no ditches or dedicated easements on her property. Chairman Mistele thanked her for her comments and advised that the drainage issue is not within the purview of this Committee. Mrs. Zimmer stated that she did not know what that statement meant. Chairman Mistele stated that the drainage matter has already been considered by the full board, so it is not within the purview of the Committee.

9. COMMUNICATIONS

(None)

10. ADJOURNMENT

Motion to adjourn was made by Chairman Mistele and seconded by Trustee Berglund. The meeting was adjourned at 6:52 PM.

(Minutes transcribed by: Tim Halik, 7/7/11)