

**MINUTES OF THE REGULAR MEETING FOR THE PUBLIC WORKS COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON WEDNESDAY, JULY 10, 2024 IN THE COTTONWOOD ROOM A**

**A. CALL TO ORDER**

Chairman Smolic called the meeting to order at 6:00 pm.

**B. ROLL CALL**

Upon a call of the roll, the following persons were:

Present: Chairman Smolic and Members Clark and Pelech

Absent: None

Chairman Smolic declared a quorum present.

Attendees: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Engineer, Scott Anderson; Trustee Towne

Attendance: Brad Buell and Alistar Rogers, Alistar Rogers, President of Aero Sport RC Club

**C. APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE**

The minutes of the regular meeting for June 12, 2024 were reviewed. It was moved by Chairman Smolic and seconded by Member Pelech that the regular meeting minutes be approved and be placed on file. The motion was carried.

**D. UPDATE ON THE CULVERT REPLACEMENT AT 707 BRADLEY ROAD**

Village Administrator Florip indicated Village Attorney is waiting for temporary easement to be signed from the resident to move forward with the project.

**E. DISCUSS THE PLAN FOR THE OLD SCHOOL ROAD DRAINAGE DITCH**

Village Engineer Scott Anderson indicated the drainage plan is 90% designed. He also stated they would like to go out to bid in September. Trustee Pelech asked if the design documents could be seen prior to the bidding. Village Engineer Scott Anderson commented no, as the plans need to be finalized to for the bid specifications. Trustee Towne added the plan should address all the residents' concerns and landscaping obstacles. Village Administrator Florip stated this project has already spent the approved amount of \$15K. As a result, the Committee will need to discuss the remaining hours required to complete the design plan and bid specification. The Village Engineer Scott Anderson confirmed this project will be capped at \$21K to include the design plan and bid specification. Trustee Towne added there are other ditches that are steeper and of higher concern within the village. Trustee Towne stated the new design will address the bottom of this ditch that continues to erode and create stagnant water. Chairman Smolic indicated he would like the Board members to receive the large design plan print out for their September meeting packet. The project will go out to bid in October.

A recommendation was made to approve an additional \$6K to complete the design work and bid specification for the Old School Road drainage ditch. The motion was made by Chairman Smolic and seconded by Member Clark. The motion was carried.

Chairman Smolic added the village has capital assets which include culverts, roads, and ditches. The village's resources are used to maintain these areas. The Board members role is to maintain the village for the resident's safety. As a result, the members need to address projects as they see fitting. This ditch is a project that is overdue in maintenance.

**F. DISCUSS THE REHABILITATION PLAN ON LITTLE MELODY LANE DITCH**

Village Engineer Scott Anderson stated a non-resident call Lake County last fall to report the flooding that is occurring in her ditch. The right-of-way is the villages. However, this resident has placed a fence and bushes in the village's right-of-way. Chairman Smolic asked Village Engineer Scott Anderson to visit the site and provide a proposal for the project. Member Clark asked that Village Administrator Florip reach out to resident on behalf of the village. Village Administrator Florip confirmed she will call the resident and provide her an update on the village's view.

**G. DISCUSS THE VILLAGE'S DITCH AREA IN FRONT OF PARCEL 696 N BRADLEY ROAD**

Chairman Smolic stated a water channel from the Oasis that travels west under Bradley Road to the ditch in front of parcel 696 Bradley Road the soil is eroding. This ditch area will be addressed by Forest Builders as part of maintenance project being performed.

**H. UPDATE ON THE VILLAGE'S CULVERT AND DITCH MAINTENANCE LISTING**

Chairman Smolic stated Forest Builders have begun working on the listing. They have been mostly working on Old School Road.

**I. DISCUSS PATRIOT PAVEMENT MAINTENANCE TO PERFORM CRACK SEALING ON VILLAGE ROADS IN THE AMOUNT NOT TO EXCEED \$60,000**

Village Engineer Scott Anderson indicated a proposal was received from Patriot Pavement. Chairman Smolic recommends the Committee approve \$60K to ensure adequate funding is available to complete the project. Chairman Smolic indicated performing crack sealing will protect the road bed long term.

A recommendation was made to approve Patriot Pavement to perform crack sealing in the amount not to exceed \$60K. The motion was made by Chairman Smolic and seconded by Member Clark. The motion was carried.

**J. DISCUSS THE SNOW PLOWING BID SPECIFICATION FOR THE 2024-2025**

Chairman Smolic stated last year's snow plowing bid specification will be used for this year's bidding. No changes to the details. The bidding will occur late August and the results will be discussed for the September meeting. Village Administrator Florip indicated the salt storage will remain at the City of Lake Forest facility.

A recommendation was made to go out to bid for the snow plowing for 2024-2025. The motion was made for Chairman Smolic and seconded by Member Pelech. The motion was carried.

**K. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES**

Trustee Towne indicated Village Administrator Florip extracted the traffic signal data from Old School Road. The Bradley Road signal was not downloading so no data is available. Trustee Towne stated the data shows the speed limits are staying steady. The village is staying quiet. One incident occurred during the 4<sup>th</sup> of July weekend and the Village Clerk is working with the Village Attorney on the violation. A resident lit a very large firework in front of her house and it was recorded. Large fireworks are prohibited in the village. Village Clerk Gallo stated she called the resident and spoke to her about the violation. As no other resident who have ignited large fireworks received a violation letter, the Village Attorney recommended the ordinance be amended to clarify the sizes of fireworks instead. If a violation does occur, we have an administrative adjudicator to implement a fine. Trustee Towne also recommended the communication to the resident not only include the link of the firework ordinance but a picture of wording.

The Committee approved Forest Builders to remove some hedging along the trail on Old School Road by the rail road track for safety reasons.

A recommendation was made to cancel the August Committee meeting. The motion was made by Chairman Smolic and seconded by Member Pelch. The motion was carried.

**L. ADJOURNMENT**

It was moved by Chairman Smolic and seconded by Member Clark to adjourn the meeting at 7:00 pm. The motion was carried.

Sandy Gallo, Village Clerk