

**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, OCTOBER 9, 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

Also in Attendance: Karen Carruthers

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

The minutes of the regular meeting for September 11, 2024 were reviewed. Chairman Smolic indicated a correction, the Oak tree in front of resident Brad Buell property on Old School Road is located on the village's right-of-way and not on resident's property. It was moved by Member Clark and seconded by Chairman Smolic that the regular meeting minutes be approved with the correction and be placed on file. The motion was carried.

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

Chairman Smolic indicated the culvert replacement at the Bollhoffer's driveway has been completed and they are content with the outcome. The resident will now be able to asphalt his driveway as his expense as the culvert has been repaired. No pavement patching was necessary; however, rocks will be added to reinforce the northside of their driveway.

**E. DISCUSS THE BID SPECIFICATION DESIGN PLANS FOR THE OLD SCHOOL ROAD DRAINAGE DITCH**

Village Engineer Scott indicated the plans are ready to go out to bid. Chairman Smolic indicated an arborist visited the property that specifically had an Oak tree on their property and this drainage ditch would impact them. The arborist completed an inspection of the Oak tree in front of Brad Buell's property. The October 8<sup>th</sup> report from the arborist indicated the leaves are showing tip tieback. Chairman Smolic confirmed the Oak tree is on the village's right-of-way. Village Engineer Scott replied the ditch plans had been modified around the Oak tree. Chairman Smolic indicated this project will go out to bid in October to be discussed at the November meeting. The project completion period will be set for 30-45 days and set to be completed by August 1<sup>st</sup>. The retainer wall will not be included in this bid specification document. Village Administrator Florip recommended the two bids opening be set for the same day.

A motion was made to go out to bid for the Old School Road drainage ditch project. The motion was made by Member Clark and seconded by Member Pelech. The motion was carried.

**F. UPDATED PLANS FOR THE DITCH AREA AT 301 LITTLE MELODY LANE**

Chairman Smolic indicated he had a meeting with Ann Mueller not a Mettawa resident and Village Engineer Scott Anderson, onsite. Little Melody Lane has three Mettawa residents. This road wraps around Ms. Mueller’s property, as a result the village ditch also runs along her parcel. Chairman Smolic noted during the visit the ditch was clogged with dirt and debris which was hindering the path of the water and instead flowing into Ms. Muller’s property. With last year’s village road widening to create additional shoulder area, this work impacted the water flow in the ditch area. The natural water path not occurring as its natural flow, Ms. Mueller property is flooding. Chairman Smolic indicated the ditch area will need to be regraded. The village will be removing Ms. Mueller’s fence and some of her brush as it is in the village’s right-of-way. Once cleared, the area will be regraded. A proposal will be presented to the Committee at the November meeting.

**G. UPDATE ON THE VILLAGE’S RIGHT-OF-WAY TREES TO BE REMOVED**

Chairman Smolic asked if the right-of-way tree listing has been finalized. Village Engineer indicated no. The final list will need to be reviewed to confirm which trees are not in the right-of-way. Chairman Smolic asked Village Engineer to confirm only village trees are being removed prior to going out to bid.

The motion was made to go out to bid for the village’s right-of-way tree removal. The motion was moved by Member Pelech and seconded by Member Clark. The motion was carried.

**H. RECOMMENDATION OF MILIEU DESIGN AS THE LOWEST BIDDER OF THE SNOW PLOWING 2024-2025 PROGRAM**

Chairman Smolic indicated the Committee consensus was to award Milieu Design the snow plowing agreement as the lowest bidder.

The motion was made to approve the lowest bidder of Milieu Design for the 2024-2025 snow plowing program. The motion was moved by Member Pelech and seconded by Member Clark. The motion was carried.

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

Chairman Smolic indicated there are four culverts or ditch areas that remain to be completed for maintenance work. The four locations include, Little Melody Lane, Westwoods Lane, Old School Road the swale reinforcement and Mettawa Lane. As a result, Chairman Smolic would like to recommend Forest Builders to be approved an additional \$15,000 to complete this maintenance work. This would bring this year’s maintenance to \$55,000 while the budget was set at \$70,000.

Chairman Smolic asked what was the village’s ordinance regarding culvert replacements. Chairman Smolic added the village should consider reimbursing prior resident who may have paid for their replacements in the past. The Committee should consider handling the replacement of culverts ongoing to ensure the village’s stormwater system operates as efficient as possible. Member Pelch stated we need to explore and better understand what it means to take over ownership of culverts. Chairman Smolic stated road resurfacing estimates have already been considered and estimated, culverts should be included. During the village’s road resurfacing, culvert should be assessed and replaced if necessary. Village Clerk Gallo stated the Committee should also consider the material

surrounding the apron of a culvert as a cost. Village Administrator Florip suggested against any type of prior reimbursement and the culverts replacements should be handled case by case. Trustee Towne added the Committee should continue to handle each residents' culverts as they reach out to Public Works with concerns.

The motion was made to approve Forest Builders for an additional \$15,000 for culvert/ditch maintenance. The motion was moved by Member Clark and seconded by Member Pelech. The motion was carried.

Trustee Towne indicated Mettawa Public Safety has a new member, Joe Mesnard. He will be working the two days during the weekends. Joe brings strong security experience. Trustee Towne asked Village Administrator Florip to confirm if Lincolnshire can ticket overweight vehicles driving through the village. No other safety issues to report.

**J. ADJOURNMENT**

It was moved by Member Pelech and seconded by Member Clark to adjourn the meeting at 6:53 pm.  
The motion was carried. Sandy Gallo, Village Clerk