

MINUTES OF THE REGULAR MEETING FOR THE PARKS AND RECREATION COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD ON WEDNESDAY, AUGUST 13, 2025 IN THE COTTONWOOD ROOM A

A. CALL TO ORDER

Chairman Clark called the meeting to order at 6:30 p.m.

B. ROLL CALL

Upon a call of the roll the following persons were:

Present: Chairman Clark and Member Towne and Witten

Absent: None

Chairman Clark declared a quorum present.

Attendees: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Village Engineer, Scott Anderson; Trustees Armstrong and Smolic

C. APPROVAL OF THE REGULAR MEETING MINUTES OF JUNE

Meeting minutes of June 11, 2025 were reviewed. It was moved by Member Towne seconded by Member Witten that the regular meeting minutes be approved and be placed on file. The motion was carried.

D. DISCUSS THE MAINTENANCE AT WHIPPOORWILL PARK FOR THE PICNIC

Chairman Clark indicated the weeds on the patio will be treated by Forest Builders. Chris Dunlap will be mowing the park prior to the picnic. The park will be ready for the annual event.

E. DISCUSS THE PAV-TECH PROPOSAL FOR THE OLD SCHOOL ROAD TRAIL MAINTENANCE IN THE AMOUNT OF \$30,000

Chairman Clark indicated the 1-mile Old School Road trail is being redone with new material. The new material being placed is the same stone used in Lake County Forest Preserve. Member Towne asked if we should get a bid for the whole project from one contractor. Chairman Clark replied she could not obtain one contractor to complete the entire project due to limitation of equipment. Member Towne asked if the test area should be a smaller area. Member Smolic asked if the Forest Preserve used any type of herbicide on their trail. Chairman Clark replied no, they only rake their trails. The benefit of purchasing from Pav-Tech, is that the village does not have to stock pile the material prior to placing it. Chairman Clark added the trails are utilized by many residents. As a result, many have complaint about the softness or washed-out areas and the overall conditions of the trails. As a result, with the direction of the Mayor this project has been explored to provide the resident better trails.

F. DISCUSS THE PETERSEN EXCAVATING PROPOSAL FOR THE OLD SCHOOL ROAD TRAIL CONSTRUCTION IN THE AMOUNT OF \$27,750

Chairman Clark indicated Petersen Excavating will sweep the edges and remove the debris and grass to widen the trails to 8'. This work will be from St. Marys Road and Old School going east to Bradley Road. Village Engineer Scott Anderson commented the trails along Old School Road were installed 30 years ago. Member Smolic asked if the trails will be properly engineered. Member Towne asked if the trail should be shorter to test the material. Village Engineer Scott Anderson replied the larger trail area will receive the better pricing. Village Engineer Scott Anderson asked if legal has been made aware of these two proposals. Village Administrator Florip replied yes, the Village Attorney has received these proposals. This project is not bid splitting as each proposal is separated by its service, material and labor. This proposal will require approval with a motion of waiving competitive bidding. This project cost was captured in the budget. Member Towne

indicated the trail should be tested from St. Marys Road to the railroad tracks, so as not to impact any residential driveways. The final section in Old School Road includes driveways. Member Smolic said the trail section after the railroad to Bradley Road condition is worse than that closer to St. Marys Road. Chairman Clark added no substructure level is being removed. Member Towne asked for the specification document. Chairman Clark commented that information has been captured in the proposals. Petersen will remove all the trail debris and widen the trail area when needed. Member Towne was stating the bid specification needs to indicate how much dirt is being removed. Village Engineer Scott Anderson replied such specific measurements are challenging to state in a bid document as the mile long area will vary on the quantity of fill required. Member Smolic asked Chairman Clark if she wanted to approach one contractor to do the full job. Chairman Clark stated Petersen understands the trail requirements and the village's desire for the whole trail to be widened. Village Administrator Florip asked the Engineer how much do you anticipate it would cost to write the specification document, going out to bid and reply to inquiries for this project. Village Engineer replied creating the bid specification can cost at an estimated \$3,000-\$4,000 through the bid opening. Chairman Clark expressed her concern of the contractors submitting bids not being reliable. The lowest responsible bidder does not need to be accepted if the Committee does not approve of the submitter. Member Towne and Member Smolic asked that this project go out to bid for one contractor to complete the whole project. Member Witten asked if the Village can challenge the current contractor to provide us a better price to do the whole project. Member Smolic stated once a project reaches \$30K, the project will need to go out to bid. Member Witten asked what type of concerns have been raised by the residents of the trails. Chairman Clark replied the material is too soft when riding a bike, the weeds are covering the material and the width of the trail is close to the shoulder. Village Engineer Scott Anderson indicated he can create the bid specification for September. Member Armstrong stated she was concerned of this material to be used on Bradley Road. Chairman Clark added within the last five years the village has used the same material. This material change is to be tested if it is more durable in the area the has the highest traffic. Village Engineer Scott Anderson stated lime stones has been used the last few years. The Committee discussed removing 2 inches of the surface material and widening the trail to 8 inches in areas that it required. The replacement material will include 3 inches. Village Engineer Scott Anderson stated he will draft the bid specifications and determine how much of the new material will be needed. The final bid specification will be sent to the Committee.

A motion was made have James Anderson Company draft the bid specification and go out to bid. The motion was made by Member Witten and seconded by Member Towne. The motion was carried.

G. DISCUSS THE FOREST BUILDERS' INC, PROPOSAL TO REMOVE DEAD BUCKTHORN AT OLD SCHOOL ROAD AND WEED TREATMENT AT WHIPPOORWILL PARK IN THE AMOUNT OF \$1,575

Chairman Clark indicated this proposal includes the weed treatment at the patio at Whippoorwill Park. Forest Builders will also remove the dead buckthorn up along the fence line at 15085 Old School lot. The Committee asked the Village Engineer to treat the patio on Wednesday to ensure it product has been cleared by Saturday for the picnic.

A motion was made to approve the Forest Builders' proposal to remove dead buckthorn and treat the weeds at Whippoorwill Park in the amount of \$1,575. The motion was made by Member Witten and seconded by Member Towne. The motion was carried.

Chairman Clark asked Village Engineer to spray the weeds on the remaining trail areas.

H. DISCUSS THE VILLAGE'S OPEN LAND HISTORY DOCUMENT

Chairman Clark indicated this document lists all the village parcels along with the maintenance that has been completed at each location. This document was last updated 10-years ago. The one follow-up parcel is the

Hamilton Estates easement. This parcel is not owned by the Village, yet by Hamilton Estates. This open space has been listed on the village lots since 2016. The Village Attorney will confirm if the village will continue to list Hamilton Estates 10 acres of open space.

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

Member Smolic asked when will the dead pine tree be replaced at the 15085 Old School Road parcel. Chairman Clark replied the pine will be replaced in the fall as watering will result to be minimum from the summer heat.

J. ADJOURNMENT

It was moved by Member Towne seconded by Member Witten to adjourn the meeting at 7:44 pm. The motion was carried.

Sandy Gallo, Village Clerk