

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
October 3, 2011

Immediately Following Public Health & Safety

Members: Anna Newell, Chairperson
Jacquelyn Green, Vice Chairperson
Gary Pilafas, Trustee
Karen V. Mills, Trustee
Ray Kincaid, Trustee
Gary G. Stanton, Trustee
William McLeod, Mayor

I. Roll Call

II. Approval of Minutes – August 22, 2011
Special August 29, 2011
Special September 12, 2011

NEW BUSINESS

1. Request acceptance of the Department of Public Works Monthly Report.
2. Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance call the ADA Coordinator at 847/882-9100.

**PUBLIC WORKS & UTILITIES
COMMITTEE MEETING MINUTES**

August 22, 2011

I. Roll Call

Members in Attendance:

**Anna Newell, Chairperson
Jacquelyn Green, Vice Chairperson
Trustee Gary Pilafas**

**Other Corporate Authorities
in Attendance:**

**Trustee Karen Mills
Trustee Ray Kincaid
Trustee Gary Stanton
Village President William McLeod**

**Management Team Members
in Attendance:**

**James H. Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Patrick Seger, Human Resource Mgmt. Dir.
Robert Gorvett, Fire Chief
Mike Hish, Police Chief
Monica Saavedra, Asst. Director of HHS
Joseph Nebel, Director of Public Works
Michael DuCharme, Director of Finance
Ben Gibbs, Sears Centre
Gary Salavitch, Director of Engineering
Mike Hankey, Director of Transportation
Don Plass, Director of Code Enforcement
Gordon Eaken, Director of IS
Bruce Anderson, CATV Coordinator
Peter Gugliotta, Director of Planning**

Others in Attendance:

Chicago Tribune, Daily Herald

The Public Works and Utilities Committee meeting was called to order at 7:21 p.m.

II. Approval of Minutes

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve the Public Works & Utilities Committee meeting minutes of July 25, 2011. Voice vote taken. Motion carried.

NEW BUSINESS

- 1. Request approval for:**
 - a. Stormwater Management Committee's recommendation to proceed with the Jones/Highland storm sewer improvements; and**
 - b. authorization to bid storm sewer improvements.**

Item summary from Gary Salavitch was presented to Committee.

Motion by Trustee Green, seconded by Trustee Pilafas, to approve Stormwater Management Committee's recommendation to proceed with the Jones/Highland storm sewer improvements and authorize to bid storm sewer improvements. Voice vote taken. All ayes. Motion carried.

- 2. Request approval of a resolution requesting Gulf Insurance Company to draw upon the bond No. B21851387 in the sum of \$1,512,500 to fund the Shoe Factory Road Project Improvements pursuant to annexation and development agreement dated March 19, 1999, as amended May 2, 2005.**

Item summary from Pete Gugliotta was presented to Committee.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve resolution requesting Gulf Insurance Company to draw upon the bond No. B21851387 in the sum of \$1,512,500 to fund the Shoe Factory Road Project Improvements pursuant to annexation and development agreement dated March 19, 1999 as amended May 2, 2005. Voice vote taken. All ayes. Motion carried.

- 3. Request approval of a resolution requesting Union National Bank to draw upon Union National Bank Letter of Credit No. 27865-098 (Parcel 16) in the sum of \$25,000 payable to the Village of Hoffman Estates to fund the Public and Private Improvements and Maintenance pursuant to the Development Agreement dated July 7, 2008.**

Item summary from Gary Salavitch/Art Janura was presented to Committee.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve resolution requesting Union National Bank to draw upon Union National Bank Letter of Credit No. 27865-098 in the sum of \$25,000 payable to the Village of Hoffman Estates to fund the Public and Private Improvements and Maintenance pursuant to the Development Agreement dated July 7, 2008. Voice vote taken. All ayes. Motion carried.

- 4. Request authorization to waive formal bidding and award contract for installation of fire sprinkler system for water tower (T-7) at 5795 Beacon Pointe Drive to Central States Automatic Sprinklers, Blue Island, IL, in an amount not to exceed \$24,165.**

Item summary from Joe Nebel and Haileng Xiao was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Pilafas, to waive formal bidding and award contract for installation of fire sprinkler system for water tower (T-7) at 5795 Beacon Pointe Drive to Central States Automatic Sprinklers, Blue Island, IL, in an amount not to exceed \$24,165. Voice vote taken. All ayes. Motion carried.

- 5. Request authorization to award contract for State of Illinois joint purchase of 2011-2012 winter road salt to North American Salt Company, Overland Park, KS, at a unit price of \$60.33 per ton in an amount at 120% not to exceed \$434,376.**

Item summary from Joe Nebel and Ken Gomoll was presented to Committee.

Mr. Nebel stated that the Village is pre-committed to purchasing 6,000 tons of salt.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to award contract for State of Illinois joint purchase of 2011-2012 winter road salt to North American Salt Company, Overland Park, KS, at a unit price of \$60.33 per ton in an amount at 120% not to exceed \$434,376. Voice vote taken. All ayes. Motion carried.

- 6. Request authorization to award contract for the Phase II improvements for the Barrington Square street light project as part of the CDBG program to H&H Electric Company, Franklin Park, IL, in an amount not to exceed \$106,362.90.**

Motion by Trustee Pilafas, seconded by Trustee Stanton, to award contract for the Phase II improvements for the Barrington Square street light project as part of the CDBG program to H&H Electric Company, Franklin Park, IL, in an amount not to exceed \$106,362.90. Voice vote taken. All ayes. Motion carried.

- 7. Request acceptance of the Department of Public Works Monthly Report.**

The Department of Public Works Monthly Report was submitted to the Committee.

Motion by Mayor McLeod, seconded by Trustee Mills, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

- 8. Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.**

The Department of Development Services Monthly Report for the Transportation and Engineering Division was submitted to the Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to accept the Department of Development Services Monthly Report for the Transportation and Engineering Division. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Pilafas, seconded by Trustee Stanton, to adjourn the meeting at 7:30 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

**SPECIAL PUBLIC WORKS & UTILITIES
COMMITTEE MEETING MINUTES**

August 29, 2011

I. Roll Call

Members in Attendance:

**Anna Newell, Chairperson
Jacquelyn Green, Vice Chairperson**

**Other Corporate Authorities
in Attendance:**

**Trustee Karen Mills
Trustee Ray Kincaid
Trustee Gary Stanton
Village President William McLeod**

Members Absent:

Trustee Gary Pilafas

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Joe Nebel, Director of Public Works
Bev Romanoff, Village Clerk**

Others in Attendance

Reporters from the *Daily Herald* and the *Chicago Tribune*

The Special Public Works and Utilities Committee meeting was called to order at 7:00 p.m.

NEW BUSINESS

- 1. Discussion with Commonwealth Edison regarding power outages throughout the Village in June and July 2011.**

An item summary sheet from Dan O'Malley and Joe Nebel was submitted to the Committee.

Art Barsema, Director, External Affairs; Bonita Parker, External Affairs Manager; and Ken Cicirale, Manager, Engineering and Design represented Commonwealth Edison and shared a presentation with the Committee.

Hoffman Estates residents, representatives from Commonwealth Edison and the Committee

discussed power outage issues in various neighborhoods throughout the Village. Commonwealth Edison and the Committee agreed to have regular status updates in the next 30, 60 and 90 days.

II. Adjournment

Motion by Trustee Green, seconded by Trustee Mills, to adjourn the meeting at 9:37 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Director of Operations
Office of the Mayor & Board

Date

**SPECIAL PUBLIC WORKS & UTILITIES
COMMITTEE MEETING MINUTES**

September 12, 2011

I. Roll Call

Members in Attendance:

**Anna Newell, Chairperson
Jacquelyn Green, Vice Chairperson
Trustee Gary Pilafas**

**Other Corporate Authorities
in Attendance:**

**Trustee Karen Mills
Trustee Ray Kincaid
Trustee Gary Stanton
Village President William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr., Dev. Services
Peter Gugliotta, Director of Planning
Gary Skoog, Director of Economic Development
Don Plass, Director of Code Enforcement
Mike Hankey, Dir. of Trans. and Engineering
Patrick Seger, Human Resource Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Michael DuCharme, Finance Director
Bruce Anderson, Cable TV Coordinator
Nichole Collins, Emergency Mgmt Coord.
Bev Romanoff, Village Clerk
Linda Scheck, Tourism & Bus. Retention Coord.**

Others in Attendance

Reporters from the *Daily Herald* and the *Chicago Tribune*

The Special Public Works and Utilities Committee meeting was called to order at 7:34 p.m.

NEW BUSINESS

- 1. Request authorization to award contract to Prime Construction, Inc. (low bidder) of Hampshire, IL for the 2011 Drainage Improvement Project in an amount not to exceed \$28,375.**

An item summary sheet from Mike Hankey was submitted to the Committee.

Motion by Trustee Mills, seconded by Trustee Stanton, to award contract to Prime Construction, Inc. (low bidder) of Hampshire, IL for the 2011 Drainage Improvement Project in an amount not to exceed \$28,375. Voice vote taken. All ayes. Motion carried.

II. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Mills, to adjourn the meeting at 7:35 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Keros, Director of Operations
Office of the Mayor & Board

Date

DEPARTMENT OF PUBLIC WORKS

AUGUST MONTHLY REPORT

SUBMITTED TO PUBLIC WORKS COMMITTEE

SEPTEMBER 2011

- ADMINISTRATIVE AND TECHNICAL SERVICES
- FACILITIES
- FLEET SERVICES
- STREETS
- WATER AND SEWER

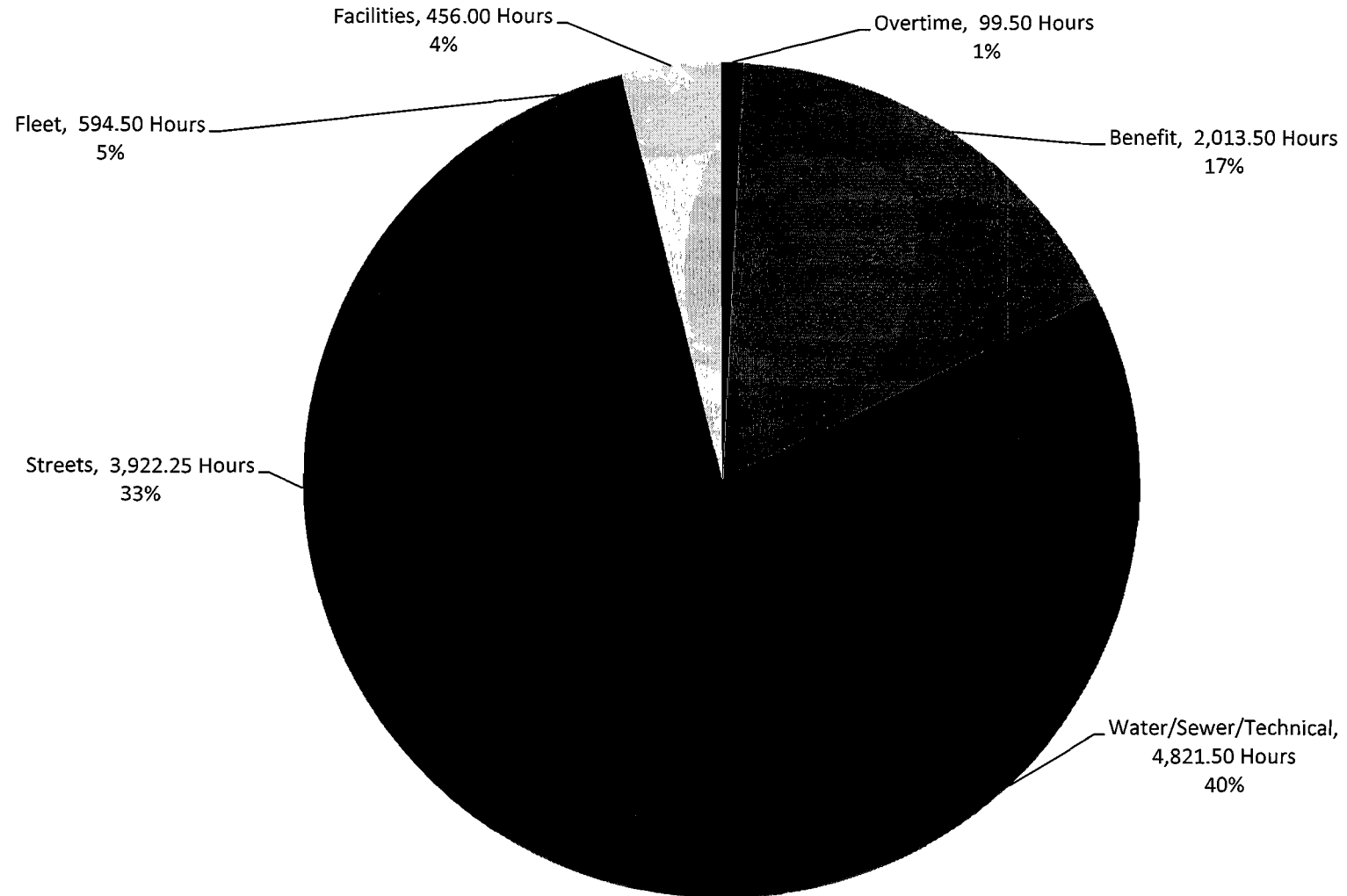


Ken Gomoll
Assistant Director of Public Works

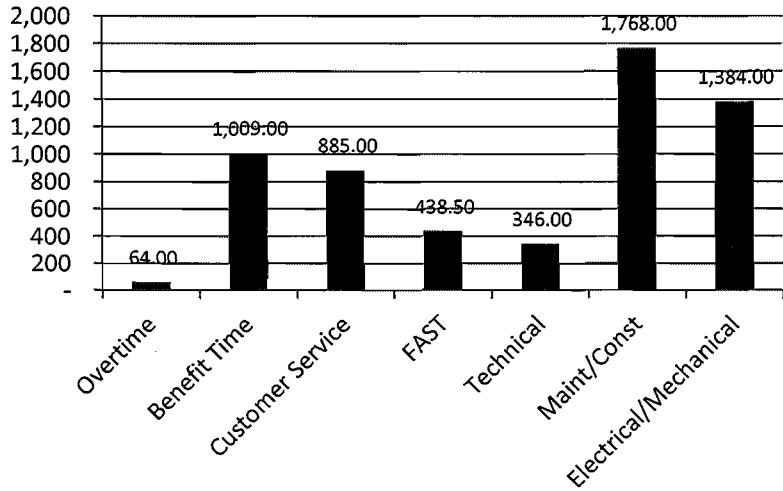


Joseph Nebel
Director of Public Works

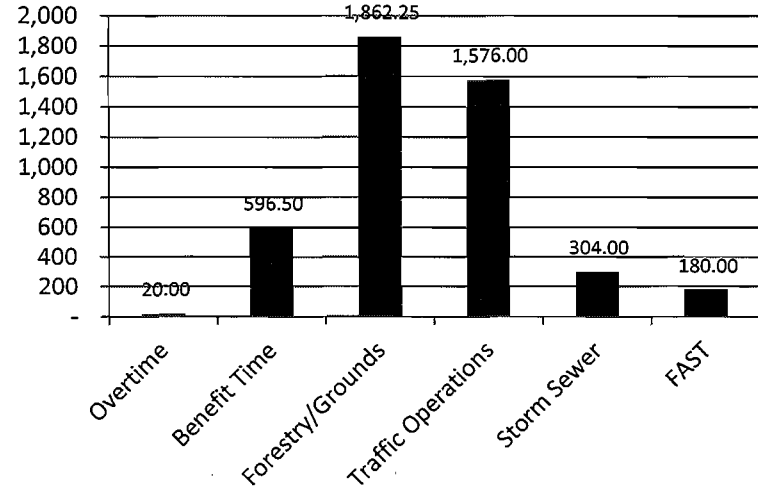
Public Works Department Total Hours August 2011



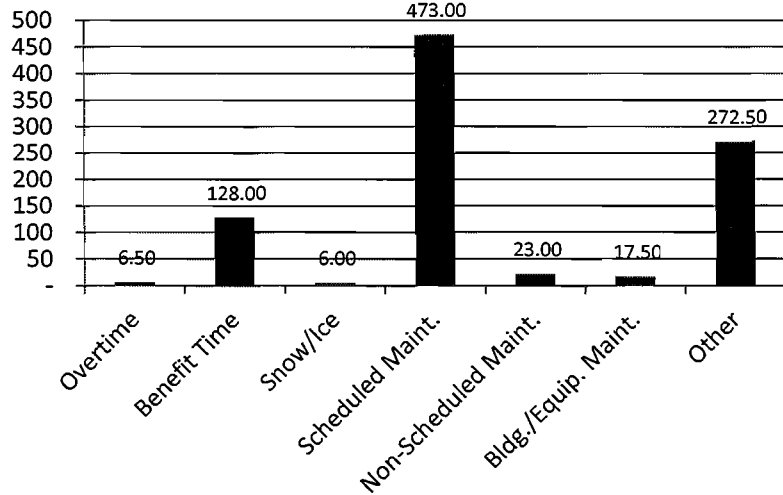
Water Total Hours August 2011



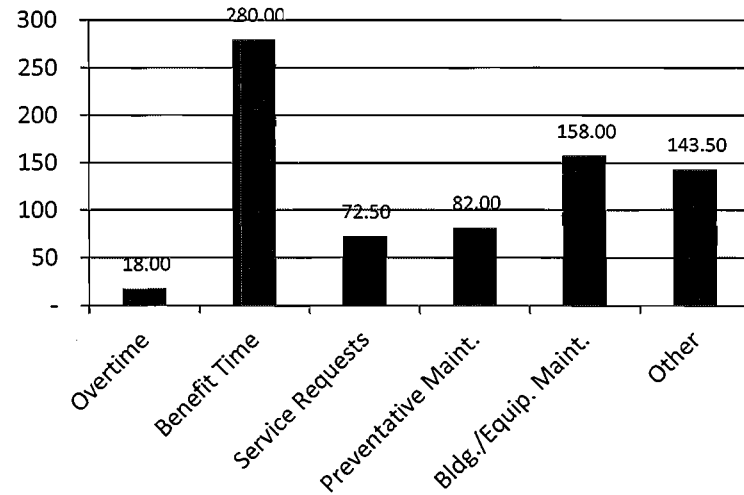
Street Total Hours August 2011



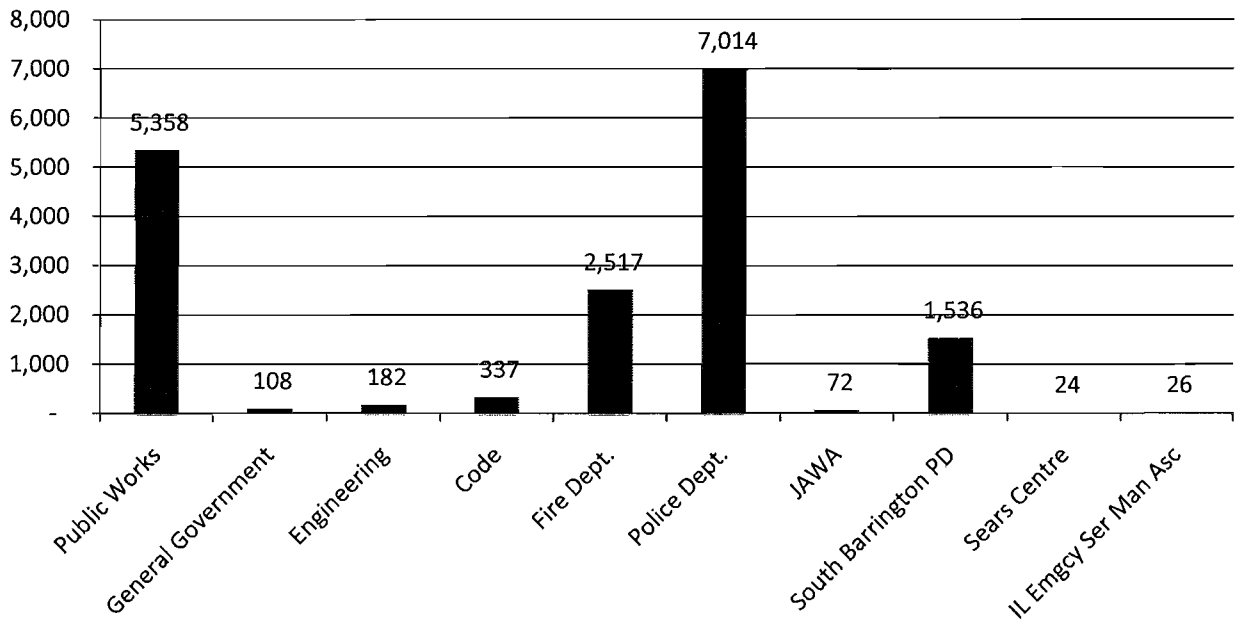
Fleet Total Hours August 2011



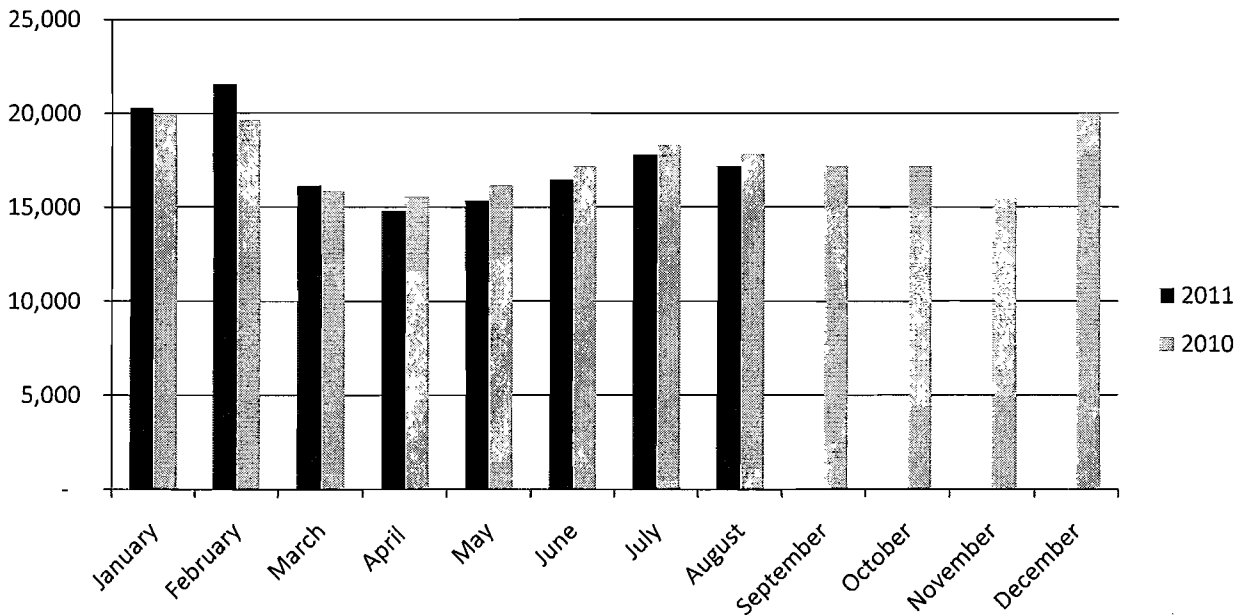
Facilities Total Hours August 2011



August 2011 Fuel Usage by Department



Total Fuel Used / Gallons



* MAJOR PROJECT STATUS

Water Tower #7

The project is approximately 98% complete. Since December 16, 2010, when the water tower was first placed in service, both staff and consultant engineers have been closely monitoring the tower's operation. **At the end of August 2011, the tower has functioned satisfactorily for a total of 258 day. On 8/8/11, T-6 was drained and taken out of service for painting leaving T-7 as the sole storage and pressure control for the WDA. The transition was performed without incident. The interior fire sprinkler work will be managed by staff and performed by Central States Automatic Sprinklers with completion expected in September. The final punch list inspection will be scheduled for October.**

Barrington Square Lift Station Rehabilitation

In December 2010, the contract for construction services for rehabilitation was awarded to Bolder Contractors for a total project amount not to exceed \$864,600 including contingency. The project is summarized as follows:

1. Rehabilitation of the existing wet well & application of a high build epoxy coating
2. Installation of three submersible pumps, piping and control
3. Abandonment of dry well
4. Installation of a new 250KW generator with an automatic transfer switch, including the alternate bid of 3 years maintenance

The pre-construction meeting was held on March 1, 2011. The IEPA construction permit was issued on March 15, 2011. The pre-excavation meeting was May 3rd. Construction mobilization was delayed pending a confirmed date by ComEd for transformer upgrade, as the date will determine the actual construction schedule and duration of bypass pumping. **In August, excavation started. ComEd completed the transformer upgrade on schedule. Installation of valve vault is completed with all sewer pipes for pump connections. The cast in place wet well flat top is poured at the site and will be installed in early September. The generator and control cabinets were installed on concrete pads. The deep force main was located through staff's hydro-excavation and will be connected to the new system. Staff expects project completion in October.**

Well #9 Repair/Rehabilitation

Well #9, located at 720 Charleston Lane, has been taken out of service due to drastically decreased output since March 2009. On May 2, 2011, construction contract was awarded to Municipal Well & Pump, in an amount not to exceed \$177,690. The contract was approved on May 31, 2011. The project construction covers removal of the pump from the well, cleaning out the well, if required, inspecting the well via submersible camera, re-installation of the pump, and performance testing. A pre-construction meeting was held on June 23rd. **Construction began in early August. The entire pump assembly consisting of 900 feet of pipe, oil tubes and 15 stage bowl assemblies have been removed and taken to the shop for inspection. The inspection of the well has been completed and the report is expected in early September. Staff expects project completion before the end of October.**

*** MAJOR PROJECT STATUS, Continued**

SCADA (Supervisory Control And Data Acquisition) Upgrades

During the period between 2005 and 2010, the control and monitoring systems of all water facilities and the majority of sanitary sewer facilities have been upgraded into a Programmable Logic Controller (PLC) system. Only 7 lift stations were left with the obsolete Aquatrol system, including Barrington Lift pending PLC upgrade with the on-going rehab project. On June 27, 2011, Village Board authorized the contract for the PLC upgrade of the 6 lift stations listed as follows:

Lift #4 Hampton	Lift #6 Kingsdale	Lift #8 Carling
Lift #12 Thomas	Lift #16 Pfizer	Lift #19 Casey

A Notice-To-Proceed was issued to the contractor on July 19, 2011. The project was initiated to improve reliability of lift stations and reduce maintenance expenditures associated with the Aquatrol system. The PLC at each facility adds additional control and monitoring of facility components and instruments such as valves, pumps and level monitoring devices. **Project kick-off was held on August 11, 2011 and work began. Staff installed conduits for back-up float controls for Hampton L#4, Kingsdale L#6, Carling L#8 and Pfizer L#16. (Thomas L#12 and Casey L#19 do not need conduits.)** Staff expects the project completion before December 15, 2011.

Repainting & Maintenance of T-6 Water Tower

T-6, constructed as a spheroid style in 1991 with a capacity of 1.5 million gallons, has experienced failing exterior/interior paint. In 2007, Dixon Engineering Inc. performed a maintenance inspection and the report recommended exterior/interior painting and various repair items. On June 27, 2011 the Village Board authorized award of contract to Maxcor Inc. for a total project amount not to exceed \$413,175. Notice-To-Proceed was issued on July 27, 2011. The scope of the project is summarized as follows:

1. Exterior Painting: High pressure water clean (5,000-10,000 psi), spot power tool cleaning, and the application a three (3) coat epoxy urethane system including the painting of Village Name.
2. Wet Interior Painting: Abrasive blast clean, apply a three (3) coat zinc epoxy system, and seam seal the roof laps.
3. Dry Interior Painting: Abrasive blast clean the top of the platforms (including 1 ft. up the riser) and spots throughout, and apply a spot two (2) coat epoxy system.
4. Painting of Pit Piping: Abrasive blast clean, and apply a two (2) coat epoxy system.
5. Foundation painting: Water clean, and apply a two (2) coat epoxy system.
6. Various Minor Tank Repairs

The pre-construction meeting was held on August 3. T-6 was drained and taken out of service on 8/8/11. By the end of August, the intermediate exterior paint coat was 70% complete. The abrasive blast cleaning of the wet interior is 98% complete and the prime coat is 20% complete. Staff expects project completion before November 2011.

***Added information**

ADMINISTRATIVE AND TECHNICAL SERVICES

During the last month the following was completed:

1. Participated in weekly site plan review meeting
2. Participated in Information Systems User Group Committee
3. Performed download of M-Cal gas calibration readings per OSHA/IDOL requirements
4. Prepared articles for Citizen newsletter
5. Coordinated monthly job code data entry
6. Prepared monthly report charts
7. Performed sidewalk inspections
8. R.O.W Permits Issued: (3) ComEd – replacing & installing new cable and abandoning old cable at the following locations: Hassell and Holbrook; Bode and Partridge Hill; Bradwell and Kingston (2) Comcast – new CATV installation at 1000 W. Golf Rd.; new installation of CATV at 22 Golf Center
9. Coordinated R.O.W. pre-construction meetings
10. Coordinated JSA (Job Safety Analysis) unit distributions
11. Performed parts purchasing and inventory for Fleet Services
12. Assisted sanitary crew with flow management database
13. Prepared website page on Emerald Ash Borer Program
14. Attended training for Fleet tracking software
15. Attended CDBG Phase II street light replacement bid opening
16. Configured sign data to auto-generate sign ID for easier data collection
17. Began creating tree inventory in GIS in north section of Village
18. Working in field to verify storm sewer location accuracy for maps
19. Created a preliminary storm sewer atlas for use in the field

UTILITY LOCATES TEAM

1. Performed 426 regular priority J.U.L.I.E. utility locates for the month; 2,538 year-to-date
2. Performed 38 emergency priority J.U.L.I.E. utility locates for the month; 284 year-to-date
3. Participated in 6 Utility Joint Meets; 52 year-to-date
4. Performed R.O.W. inspections
5. Performed sanitary sewer inspections
6. Performed Saturday Village Hall event assignments and building lock-up duties

STREETS

• **F.A.S.T. (Fast Action Service Team)**

1. Responded to 138 requests for the month, 565 year-to-date
2. Assisted meter shop with shut-offs of delinquents meter accounts
3. Performed water bill drop box pick ups
4. Assisted with sanitary sewer inspections
5. Completed pit meter change-out in Parcel "A"
6. Performed mail run duties
7. Performed building maintenance at Fleet Services
8. Performed street light inspections
9. Received deliveries at Susan Kenley-Rupnow Public Works Center
10. Performed floor grate inspections at Susan Kenley-Rupnow Public Works Center garage
11. Performed tower light inspections
12. Assisted with Electronic Recycling at Village Hall
13. Performed monthly maintenance on 5 message boards
14. Performed liter patrol south area
15. Assisted with meter appointments
16. Performed set-up and take-down for Village Recycling Event
17. Picked up two loads of black dirt
18. Performed concrete sidewalk grinding in Parcel 'C' and Highlands
19. Supervised S.W.A.P. in R.O.W. clean up
20. Performed site lock ups at Susan Kenley-Rupnow Public Works Center and Fleet Services
21. Performed lamp inspections at Susan Kenley-Rupnow Public Works Center
22. Transported scissor lift to Sears Centre Arena
23. Performed set-up and take-down of signs for Village Green events
24. Assisted with water meter route reading
25. Repaired veterans donation box at Police Department
26. Exercised conveyor belt system at West site
27. Transported vehicles for Safety Lane testing
28. Performed storm branch clean-up at various locations Village-wide

10 Sidewalk Deviations	4 Possible sanitary sewer back-ups
2 Storm Sewers	6 Possible water leaks
85 Branch pick-ups	4 Miscellaneous service requests
1 Illegal Dump	6 Dead animal pick-ups
1 Street Sign pick-up	9 Wood chip deliveries
1 Black dirt & seed	2 Water turn-ons
2 B-box repairs	1 Miscellaneous pick-up/delivery
2 Fire hydrant repairs	2 Meter change-outs
1 Barricade pick-up	1 Curb repair

- PAVEMENT MAINTENANCE TEAM

1. Repaired potholes at various locations Village-wide
2. Performed scheduled equipment maintenance on Unit #50 and pavement equipment
3. Assisted with sign fabrication
4. Performed street inspections and inventory for pavement repairs
5. Performed safety coordination for department tailgate training
6. Performed yard maintenance at Fleet Services facility
7. Assisted Street Light and Sign maintenance teams
8. Performed saw cutting for water excavation repairs at 680 Bode Rd.
9. Performed preventative cleaning of storm sewer inlets
10. Performed curb line street repairs along Hassell Rd., Brittany Ln., Lombardy Ln., Ashley Rd., c/o Glendale and Mohave, Brookside Dr. and Brookside Ln., cul-de-sacs along Glen Lake Rd., c/o Huntington and Central Rd.
11. Performed shoulder repairs along Huntington Blvd. North, c/o Huntington and Palatine Rd.
12. Performed pavement striping maintenance at various locations Village-wide
13. Performed inlet repairs at various locations throughout the Village
14. Performed guard rail repair along Bode Rd.
15. Performed raised pavement marking and delineator repairs at various locations Village-wide
16. Performed 2011 Contractor Pavement Marking Program
17. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SIGNS

1. Assisted with street light repairs
2. Performed sign straightening at various locations Village-wide
3. Performed traffic barricade maintenance
4. Performed ESDA trailer and room inventory of barricades and cones
5. Replaced or repaired 6 signs due to wind, vehicle damage or vandalism
6. Replaced or repaired 2 street name sign due to vehicle damage or vandalism
7. Assisted with pothole repairs and patching at various locations Village-wide
8. Performed preventative cleaning of storm sewer inlets
9. Performed purchasing/pricing of sign maintenance and repair supplies
10. Performed sign reposting at Woodlawn St., Alpine Ln., E. Thacker St., Ashland St., Ash Rd., Asbury Ln., Alhambra Ln., Avondale Ln., Almond Ln.
11. Fabricated, assembled, installed five HE Recycling Event signs, two Employee Parking signs for Police Department, one Photo Enforced sign for Barrington and Higgins
12. Performed tree trimming for sign clearance at various locations Village-wide
13. Painted lettering on Hoffman Estates Welcome sign at Huntington Blvd. and Palatine Rd.
14. Assisted with hot asphalt repairs at various locations Village-wide
15. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- **STREET LIGHTS**

1. Responded to 17 resident requests for repair service; 82 year-to-date
2. Repaired 78 street lights; 330 year-to-date (using 82 lamps, 16 ballasts, 28 fuses, 6 fuse holder sets, 9 photocells, 3 sockets, and 5 bundies)
3. Installed 3 new controller boxes at the following locations: Harmon and Crowfoot, Beverly R.O.W., and Haman R.O.W.
4. Replaced 28 street light fixtures on Greenspoint Pkwy. R.O.W.
5. Trimmed tree branches obstructing street lights at various locations Village-wide
6. Secured two loose and leaning street light poles on Greenspoint Pkwy. R.O.W.
7. Performed Village-wide street light inventory
8. Performed Village-wide street light outage inspections
9. Assisted with sign installations at various locations Village-wide
10. Located street light cables for sign installations, storm sewer and water excavations
11. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

FORESTRY TEAM

1. Responded to requests for service; 111 for the month; 591 year-to-date
2. Emerald Ash Borer (EAB) Ash tree removals; 9 for the month, 39 year-to-date
3. Performed routine tree maintenance, branch pick-ups, tree removals, tree watering, storm damage, corrective treatments, inspections and tree trimming Village-wide
4. Performed tree equipment maintenance
5. Performed measurement and logging of daily precipitation
6. Performed tree inspections and removals related to Emerald Ash Borer
7. Performed planting bed maintenance
8. Prepared for 2011 contracted tree trimming and planting programs
9. Performed mowing and mowing contractor follow-up
10. Performed mowing site tree and shrub trimming at various locations throughout the Village
11. Assisted with storm sewer inlet cleaning
12. Performed duties related to stump grinding
13. Initiated Village Ash Tree Reduction Program
14. Performed checks of vehicle first aid kits
15. Removed Pine needles from roof of Sunderlage Farmhouse
16. Prepared display at Village Hall for Community Pride Program
17. Provided assistance to Round Lake Beach for storm damage clean-up
18. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center
19. Transported vehicles to Safety Lane for testing

WATER & SEWER

• STORM SEWER TEAM

1. Performed monthly lake/creek checks and maintenance
2. Performed vehicle equipment maintenance
3. Performed yard clean-up and maintenance at Fleet Services facility
4. Continued beaver dam checks east and west of Harmon Blvd.
5. Completed weekly barricade checks
6. Assisted with water service repair at 680 Bode Rd.
7. Completed inlet repairs at 480 Northview Ln., 1354 and 1367 Essex Dr., c/o Illinois Blvd. and Glendale Ln., c/o Creekside Dr. and Woodcreek Ln., c/o Brookside Dr. and Hutner Ct., 1900 Hassell Rd.
8. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

• OPERATIONS TEAM

1. Collected (60) monthly water samples for bacteriological testing, (7) raw well water samples and (3) resident water quality samples
2. Performed weekly well and lift station checks
3. Exercised wells, discharged to waste
4. Collected JAWA and Interzone pump readings
5. Performed monthly sump pump maintenance at all wells, lift stations, towers and JAWA pits
6. Assembled monthly water usage and IEPA water report
7. Performed electrical work and trouble inspections at Village-owned buildings
8. Performed back-up generator maintenance at lift stations, pumping stations, radio system locations and Village buildings
9. Monitored water construction and water operating permits, including water pressure tests and bacteriological testing
10. Performed maintenance on Western Development Area lift station up-blast fan
11. Continued installation of new monitoring equipment for SCADA system at water sites and lift stations
12. Down loaded flow I/I information from sanitary flow meter set-up in the Highlands
13. Installed rebuilt Pump #1 at University Lift Station
14. Began T-6 painting project
15. Began Barrington lift station rehabilitation project
16. Began Well #9 rehabilitation project
17. Completed Emergency Demand Response Performance Audit running all 11 stationary generators

- CONSTRUCTION / MAINTENANCE TEAM

1. Performed water and sewer excavation barricade checks at various locations Village-wide
2. Performed clean-up of spoil bins at Fleet Services facility
3. Performed clean-up of spoils at dead end of Pembroke Ave.
4. Performed water/sewer restoration site inspections at various locations Village-wide
5. Performed storm sewer, lake and creek checks
6. Performed hydrant replacement and repairs at 870 Norman Dr. and 590 Milton Ln.
7. Performed water main repairs at: c/o Frederic Ln. and Pierce Rd., 680 Bode Rd.
8. Assisted with concrete pour at Grand Canyon and Berkley Ln.
9. Performed valve replacement at 595 Washington Blvd.
10. Performed storm sewer repairs on 52" pipe at c/o Grand Canyon and Berkley Ln.
11. Assisted with creek maintenance tree removal at 940 Ash Rd. and 270 Hawthorne Ln.
12. Assisted with flushing and stone removal of storm sewer on Avon Dr.
13. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 21,140 feet of main sewer lines, 119,105 feet year-to-date
2. Updated maps of trouble areas, viewed manhole locations, televising, flushing and root cutting
3. Performed maintenance on Units #24, #40, #66 and #67
4. Applied liquid and dry microbe formula for enhancement of wastewater treatment systems
5. Performed maintenance and repair on sewer televising equipment
6. Performed maintenance on easement machine
7. Performed data entry of flushing/root cutting information
8. Performed removal of large amount of gravel from sanitary lines
9. Performed root cutting of main sewer lines in the Highlands
10. Attended critical sewer repair meeting with contractor
11. Televised 323 ft. of storm line on Avon Ln.
12. Performed televising of 2,568 ft. of sewer lines and root cutting associated with critical sewer repairs
13. Performed inspections of sanitary sewer manholes in road reconstruction area
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Vacuumed and flushed 21,748 feet of storm sewer year-to-date; water usage Unit #66 107,940 gallons
2. Completed gas monitor calibrations
3. Completed sanitary sewer service inspections at 4920 Thornbark Dr., 756 Audubon St., 5355 Fox Path Ln.
4. Performed routine vehicle and equipment maintenance
5. Performed water leak investigations at 680 and 690 Bode Rd.
6. Performed storm sewer line flushing at Highpoint pond
7. Performed barricade checks at various sites Village-wide
8. Performed black dirt and seed parkway restoration at various locations throughout Village
9. Performed water main repair at: 680 Bode Rd.
10. Performed pressure washing and painting of fire hydrants in various locations Village-wide 166 for the month, 475 year-to-date
11. Inspected and watered sod restoration sites
12. Assisted with televising of Avon Ln. storm sewer
13. Performed water main shut down for contractor following hit on Frederick Ln.
14. Performed water main valve replacement at Bode Rd. and Washington Blvd.
15. Monitored contractor water service and sewer service upgrade at 905 Basswood St.
16. Performed hydrant replacement at 580 Milton Ln.
17. Performed flushing and vacuuming of storm sewer on Hassell Dr.
18. Performed vacuuming on Grand Canyon due to storm sewer wash-out
19. Performed vacuuming at Barrington Square lift station site to locate force main
20. Performed b-box repair at 785 Freeman Rd.
21. Performed storm sewer inlet cleaning in Highlands and Parcel 'C'
22. Flushed storm sewer on Avon Dr. and cleared vault structure in New Brittany Park

- CUSTOMER SERVICE/METER TEAM

1. Performed 42 Water Billing customer service appointments at various locations Village-wide
2. Performed 295 water meter readings related to actual/finals/investigatory concerns generated through the Finance Department
3. Performed inter-office mail delivery services
4. Performed water meter readings for 15,678 billing accounts
5. Performed corrective water meter repairs for 38 service requests
6. Performed Meter Interface Unit repairs at various locations throughout the Village
7. Performed delinquent water account duties at 49 locations throughout the Village
8. Repaired/set to grade 8 b-boxes per residential requests
9. Upgraded 67 vault meters in Parcel 'A' to version 3 MIU
10. Investigated water quality concerns at 1766 Highland Blvd. and 4095 Eaton Dr.
11. Performed MIU siding permit repairs/inspections at 53 locations Village-wide
12. Performed backflow device repair at 5237 Elliot
13. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

Public Works Monthly Regular Hours Work Unit Report - August 2011

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ADMINISTRATION		
	BENEFIT TIME USE	4.00
	GIS	180.00
	<i>Total Hours for Work Unit</i>	<i>184.00</i>
ADMINISTRATION		
	BENEFIT TIME USE	18.00
	SUPERVISION	166.00
	<i>Total Hours for Work Unit</i>	<i>184.00</i>
FACILITIES		
	BENEFIT TIME USE	280.00
	BUILDING EQUIPMENT	134.00
	BUILDING MAINTENANCE	53.00
	CALL DUTY	24.00
	FLEET SERVICES	3.00
	MEETING SET UP	4.50
	MISC. SITE MAINTENANCE	221.50
	MISC. STREET MAINT.	2.00
	NON-DIV. BLDG. MAINT.	13.50
	OTHER	1.00
	SEARS CENTRE ARENA	1.00
	SPECIAL EVENTS	22.50
	<i>Total Hours for Work Unit</i>	<i>760.00</i>
FLEET SERVICES		
	BENEFIT TIME USE	128.00
	CALL DUTY	76.00
	FLEET SERVICES	592.75
	GARAGE MAINT.	17.50
	OTHER	1.50
	SUPERVISION	176.00
	TRAINING	4.25
	<i>Total Hours for Work Unit</i>	<i>996.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-FAST		
	B-BOX MAINT.	2.00
	BENEFIT TIME USE	20.00
	CALL DUTY	22.00
	MISC. STREET MAINT.	106.00
	SIDEWALK MAINT./CONST.	14.00
	STORM SEWER CONST.	8.00
	TREE MAINTENANCE	34.00
	<i>Total Hours for Work Unit</i>	<i>206.00</i>
ST-FORESTRY/GROUNDS		
	BENEFIT TIME USE	256.50
	CALL DUTY	6.00
	EQUIPMENT MAINT.	41.00
	GARAGE MAINT.	38.50
	NON-DIV. BLDG. MAINT.	5.50
	OTHER	25.50
	STORM SEWER MAINT.	4.00
	SUPERVISION	176.00
	TREE MAINTENANCE	733.00
	TURF MAINTENANCE	376.00
	<i>Total Hours for Work Unit</i>	<i>1662.00</i>
ST-FORESTRY/SEASONAL		
	EQUIPMENT MAINT.	16.50
	GARAGE MAINT.	10.00
	MISC. STREET MAINT.	1.00
	NON-DIV. BLDG. MAINT.	2.00
	OTHER	3.00
	STORM SEWER MAINT.	2.00
	TREE MAINTENANCE	211.50
	TURF MAINTENANCE	216.75
	<i>Total Hours for Work Unit</i>	<i>462.75</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-STORM SEWER		
	BENEFIT TIME USE	64.00
	CALL DUTY	4.00
	CURB REPAIR / REPL.	13.50
	EQUIPMENT MAINT.	16.00
	GARAGE MAINT.	3.50
	GIS	24.00
	HYDRANT MAINT.	14.00
	OTHER	16.00
	SIDEWALK MAINT./CONST.	8.00
	STORM SEWER CONST.	128.50
	STORM SEWER MAINT.	60.50
	VALVE MAINT.	11.00
	WATER MAIN MAINT.	9.00
	<i>Total Hours for Work Unit</i>	<i>372.00</i>
ST-TRAFFIC OPERATION		
	ASPHALT REPAIRS	468.50
	BENEFIT TIME USE	256.00
	CALL DUTY	34.00
	EQUIPMENT MAINT.	119.00
	GARAGE MAINT.	21.50
	HYDRANT MAINT.	6.00
	OTHER	34.50
	PORTABLE MESSAGE BOARD	2.00
	STREET LIGHT MAINT.	299.50
	SUPERVISION	156.00
	TRAFFIC CONTROL	257.00
	TRAINING	2.00
	TREE MAINTENANCE	34.00
	<i>Total Hours for Work Unit</i>	<i>1690.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-TRAFFIC SEASONAL		
	ASPHALT REPAIRS	38.00
	EQUIPMENT MAINT.	9.00
	GARAGE MAINT.	2.00
	STREET LIGHT MAINT.	19.00
	TRAFFIC CONTROL	106.00
	TREE MAINTENANCE	2.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
W/S-CUST SERV /SEAS		
	METER MAINTENANCE	40.00
	SIDEWALK MAINT./CONST.	16.00
	<i>Total Hours for Work Unit</i>	<i>56.00</i>
W/S-CUSTOMER SERVICE		
	B-BOX MAINT.	3.00
	BENEFIT TIME USE	179.00
	BUILDING MAINTENANCE	3.00
	CALL DUTY	102.00
	CUSTOMER SERVICE	66.00
	EQUIPMENT MAINT.	6.00
	GARAGE MAINT.	2.50
	METER MAINTENANCE	89.50
	METER READING	97.00
	MISC. SITE MAINTENANCE	5.50
	MISC. STREET MAINT.	82.50
	NON-DIV. BLDG. MAINT.	9.00
	SIDEWALK MAINT./CONST.	2.00
	SPECIAL EVENTS	6.00
	STORM SEWER MAINT.	2.00
	STREET LIGHT MAINT.	5.50
	SUPERVISION	173.00
	UTILITY LOCATES	276.50
	<i>Total Hours for Work Unit</i>	<i>1110.00</i>

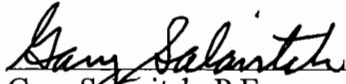
<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-ELECT/MECH SEAS		
	CUSTOMER SERVICE	2.00
	EQUIPMENT MAINT.	11.50
	GARAGE MAINT.	5.00
	LIFT STATION MAINT.	11.00
	OTHER	3.00
	SAN. SEWER MAINT.	64.00
	SEWER SERVICE INSP.	10.50
	STORM SEWER TELEVISIONING	10.00
	WATER DIST & REG COMPL	3.00
	<i>Total Hours for Work Unit</i>	<i>120.00</i>
W/S-ELECT/MECHANICAL		
	BENEFIT TIME USE	384.00
	CALL DUTY	88.00
	CUSTOMER SERVICE	2.00
	EQUIPMENT MAINT.	37.00
	GARAGE MAINT.	14.50
	LIFT STATION MAINT.	508.00
	OTHER	4.00
	SAN. SEWER MAINT.	254.50
	SEWER SERVICE INSP.	60.00
	SIDEWALK MAINT./CONST.	12.00
	STORM SEWER TELEVISIONING	20.00
	SUPERVISION	120.00
	WATER DIST & REG COMPL	107.50
	WELL MAINT.	124.50
	<i>Total Hours for Work Unit</i>	<i>1736.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-FAST		
	BENEFIT TIME USE	104.00
	BUILDING EQUIPMENT	2.00
	BUILDING MAINTENANCE	2.00
	CALL DUTY	18.00
	CUSTOMER SERVICE	40.00
	EQUIPMENT MAINT.	2.00
	INLET / CATCH BASIN CLEAN	8.00
	MEETING SET UP	4.00
	METER MAINTENANCE	27.00
	MISC. SITE MAINTENANCE	12.00
	MISC. STREET MAINT.	95.50
	SIDEWALK MAINT./CONST.	49.50
	TREE MAINTENANCE	18.00
	WATER MAIN MAINT.	4.00
	<i>Total Hours for Work Unit</i>	386.00
W/S-FAST SEASONAL		
	EQUIPMENT MAINT.	6.00
	MISC. STREET MAINT.	69.00
	SIDEWALK MAINT./CONST.	80.00
	TREE MAINTENANCE	19.50
	<i>Total Hours for Work Unit</i>	174.50

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-MAINT/CONST	B-BOX MAINT.	19.50
	BENEFIT TIME USE	320.00
	CALL DUTY	84.00
	CURB REPAIR / REPL.	42.00
	CUSTOMER SERVICE	5.00
	EQUIPMENT MAINT.	108.00
	GARAGE MAINT.	70.00
	HYDRANT MAINT.	98.50
	JETTING / WASHDOWN	4.00
	LIFT STATION MAINT.	28.50
	METER MAINTENANCE	24.00
	METER READING	1.00
	MISC. STREET MAINT.	32.50
	SEWER SERVICE INSP.	33.00
	SIDEWALK MAINT./CONST.	29.50
	STORM SEWER CONST.	405.00
	STORM SEWER MAINT.	147.00
	STORM SEWER TELEVISIONING	1.50
	SUPERVISION	144.00
	UTILITY LOCATES	5.50
	VALVE MAINT.	76.50
	WATER MAIN MAINT.	245.00
	<i>Total Hours for Work Unit</i>	<i>1924.00</i>
W/S-MAINT/CONST SEAS	B-BOX MAINT.	4.00
	EQUIPMENT MAINT.	8.00
	GARAGE MAINT.	1.50
	HYDRANT MAINT.	158.00
	JETTING / WASHDOWN	2.00
	LIFT STATION MAINT.	11.50
	STORM SEWER CONST.	7.00
	STORM SEWER MAINT.	46.00
	VALVE MAINT.	1.00
	WATER MAIN MAINT.	9.00
	<i>Total Hours for Work Unit</i>	<i>248.00</i>

**TRANSPORTATION AND ENGINEERING DIVISION
DEPARTMENT OF DEVELOPMENT SERVICES
SEPTEMBER MONTHLY REPORT**

Attached is the second installment of the Department of Development Services Monthly Report for Transportation and Engineering for the period ending September 30, 2011.



Gary Salavitch, P.E.
Director of Engineering

MISCELLANEOUS

Staff has provided floodplain information to one resident in the last month.

Staff had 11 drainage investigations mainly due to the wet weather. The resolution of a drainage problem at Autumn Woods is ongoing. Ten permit applications were inspected with respect to drainage.

PROJECT STATUS

5 East Golf Road (Dino Alex Project) - Commercial building renovation and site work are complete with minor site improvements remaining. Punchlist in process. Village Project Manager - Terry White.

2011 Drainage Project - Project was bid and construction to start soon on four locations. Village Project Manager - Terry White.

2011 Street Revitalization Project - Resurfacing and reconstruction streets are complete, including sod restoration. Punchlist inspections are ongoing. Village Project Manager - Marty Salerno.

2012 Street Revitalization Project - Survey and plan preparation have started on several streets proposed for 2012. Proposed 2012 street list to be approved during the upcoming budget process. Village Project Manager - Gary Salavitch

Airdrie Estates - No change in the last month. This subdivision is on hold after all storm, watermain, and sanitary are complete, along with the road to the binder asphalt. The ponding water problem in the wooded area was corrected. Entry improvements are complete. This entry in the monthly report will be deleted in two months for lack of any action at this subdivision. Village Project Manager - Gary Salavitch.

Beacon Pointe Subdivision - This subdivision is in the one year maintenance period until March 7, 2012. The resolution of the outstanding issues is ongoing. Village Project Manager - Gary Salavitch.

Beacon Pointe Drive Extension - No change in the last month. Pavement work is complete, including surface asphalt. The Village received letter of credit funds to complete this project. Landscaping will wait until fall. Village Project Manager - Gary Salavitch.

Crack Sealing Project - Project is underway at the Sears Centre Arena and somewhat delayed by the recent wet weather. Crack sealing on streets to follow soon. Village Project Manager - Andy LoBosco.

Devonshire Woods Estates - A Settlement Agreement is complete and remaining subdivision improvements to start soon. The bank now owns this project and recently submitted new plat and plan documents for the subdivision. It was agreed to accept the north half and resubdivide the south half to one lot. There are 46 home sites remaining under the previously approved plan. Road construction is complete to the binder level for the north half and all utility installations are complete for the site. Village Project Manager - Gary Salavitch.

EJ&E/CN Acquisition Project - The advance warning sign project is complete and has yet to be approved by Cook County permit section. Staff is working on the Noise Abatement Wall project with the Army Corps for possible creek restoration. Intersection and crossing improvements at Shoe Factory Road are underway with the road closed at the tracks. Progress on the noise wall has been slow due to a creek relocation permit and CN requirements on the proposed bike path. Village Project Manager - Gary Salavitch.

Hassell Road Culverts and Reconstruction - Hey and Associates continues design work on the culvert replacement project. This is being done in conjunction with the STP Hassell Road reconstruction project. Staff submitted Hassell Road Phase I documents to IDOT. Road design and plan preparation set for this winter. Village Project Manager - Gary Salavitch.

Heidner Commercial (Barrington and Hassell) - Project work is still on hold. Site restoration is nearing completion. Some work on the watermain connections is complete. Village Project Manager - Gary Salavitch.

Higgins Road Bike Path - IDOT approval is complete and the bid opening was September 23, with the low bidder coming in less than anticipated. It is unlikely to have construction in fall 2011. Contracts with Burke Engineering and York Bridge for the hydraulic and bridge design are complete. Village Project Manager - Gary Salavitch.

Jones/Highland Drainage Solution - Design is underway for two new storm sewers to help with the Jones/Highland drainage problem. Village Project Manager - Gary Salavitch.

Morizzo Funeral Home - Second round of plan review is ongoing for this site next to the Assembly. Village Project Manager - Gary Salavitch.

Palatine Road Widening Project - HLR (Engineering Consultant) was hired to help the Village with the IDOT requirement for a Location Drainage Report which was submitted to IDOT and is still under review by IDOT. This is in conjunction with staff working on the overall pavement widening project. Village Project Manager - Gary Salavitch.

Prairie Stone Parkway/Higgins Traffic Signal - Contracts are being signed and a preconstruction meeting to be scheduled soon. Electric is complete to the site. Design work is complete and we now have IDOT approval. Village Project Manager - Gary Salavitch.

St. Alexius Medical Center - Site work and utilities are ongoing in several areas for the building addition. The east garage project is complete. Utilities are inspected, tested, and 90% complete. Village Project Manager - Terry White.

Shree Jalaram - This church parking lot expansion is complete. Utility work is complete and detention basin near completion. Final punchlist work is scheduled. Village Project Manager - Terry White.

Yorkshire Woods - Working with the bonding company on completing the punchlist items. Village Project Manager - Gary Salavitch.