

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
December 12, 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 – December 5, 2011

NEW BUSINESS

1. Presentation of the 30 day Progress Report from Commonwealth Edison regarding the status of resident issues concerning power service.
2. Request acceptance of the Department of Public Works Monthly Report.
3. 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**

December 5, 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**

**Corporate Authorities not
in Attendance:**

Trustee Gary Pilafas

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Gary Salavitch, Director of Engineering
Patrick Seger, Human Resource Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Monica Saavedra-Kulousek, Asst. Dir. of H&HS
Joe Nebel, Director of Public Works
Michael DuCharme, Finance Director
Rachel Musiala, Asst. Finance Director
Gordon Eaken, Dir. of IS
Doug Schultz, Community Relations Coord.
Bruce Anderson, Cable TV Coordinator
Bev Romanoff, Village Clerk
Ben Gibbs, GM of the Sears Centre Arena
Nichole Collins, Emergency Mgmt. Coord.**

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

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Mills, to approve the Public Works & Utilities Committee meeting minutes of October 24, 2011. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Presentation of the 30 day Progress Report from Commonwealth Edison regarding the status of resident issues concerning power service.**

Motion by Mayor McLeod, seconded by Trustee Mills, to defer the presentation of the 30 day Progress Report from Commonwealth Edison regarding the status of resident issues concerning power service to Monday, December 12, 2011. Voice vote taken. All ayes. Motion carried.

- 2. Request authorization to establish Carquest as the Village's primary automotive parts vendor through joint purchasing contract with U.S. Communities Purchasing Consortium.**

An item summary sheet from Joe Nebel and Robert Markko was submitted to Committee.

Motion by Mayor McLeod, seconded by Trustee Mills, to establish Carquest as the Village's primary automotive parts vendor through joint purchasing contract with U.S. Communities Purchasing Consortium. Voice vote taken. All ayes. Motion carried.

- 3. Request approval of Baxter & Woodman's recommendation to award contract for 2011/2012 Critical Sanitary Sewer Repairs to Visu-Sewer of Illinois, LLC, Bridgeview, IL, to include the base bid and alternate bid item 1, as the lowest responsible bidder.**

An item summary sheet from Joe Nebel and Haileng Xiao was submitted to Committee.

Motion by Trustee Green, seconded by Mayor McLeod, to approve support of a Facility Planning Area Amendment for the Beverly Properties. Voice vote taken. All ayes. Motion carried.

- 4. Request authorization to award contract for the Jones/Highland Storm Sewer Improvements to De Vinci Construction (low bidder), Oakbrook, IL, in an amount not to exceed \$189,414.**

An item summary sheet from Gary Salavitch was submitted to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to award contract for the Jones/Highland Storm Sewer Improvements to De Vinci Construction (low bidder), Oakbrook, IL, in an amount not to exceed \$189,414. Voice vote taken. All ayes. Motion carried.

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

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

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

6. 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 Trustee Mills, seconded by Trustee Stanton, 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 Mills, seconded by Trustee Pilafas, to adjourn the meeting at 7:04 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: 30-Day Progress Report from Commonwealth Edison Regarding the Status of Resident Issues Concerning Power Service

MEETING DATE: December 12, 2011

COMMITTEE: Public Works & Utilities

FROM: Daniel P. O'Malley, Deputy Village Manager
Joseph Nebel, Director of Public Works



PURPOSE: For Commonwealth Edison to provide a 30-day status report on resident issues concerning power service as discussed at the August 29 and October 24 Public Works & Utilities Committee meetings.

BACKGROUND: You will recall on August 29, 2011, Commonwealth Edison appeared at the Special Public Works & Utilities Committee meeting to discuss the cause and remedies regarding numerous and lengthy power outages throughout the Village due to storms in June and July 2011. At that meeting, several residents raised other power issues and ComEd agreed to investigate those issues and report back to the Committee. ComEd appeared again at the October 24 Public Works & Utilities Committee meeting with information on improvements made to the electric system. At that meeting, the Committee requested and ComEd agreed to provide 30-day progress reports.

DISCUSSION: Representatives from ComEd will be present to report on the status of their investigation and proposed resolution of the power issues raised by residents.

RECOMMENDATION: For discussion purposes.

DEPARTMENT OF PUBLIC WORKS

NOVEMBER MONTHLY REPORT

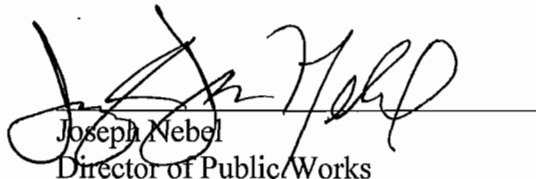
SUBMITTED TO PUBLIC WORKS COMMITTEE

DECEMBER 2011

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

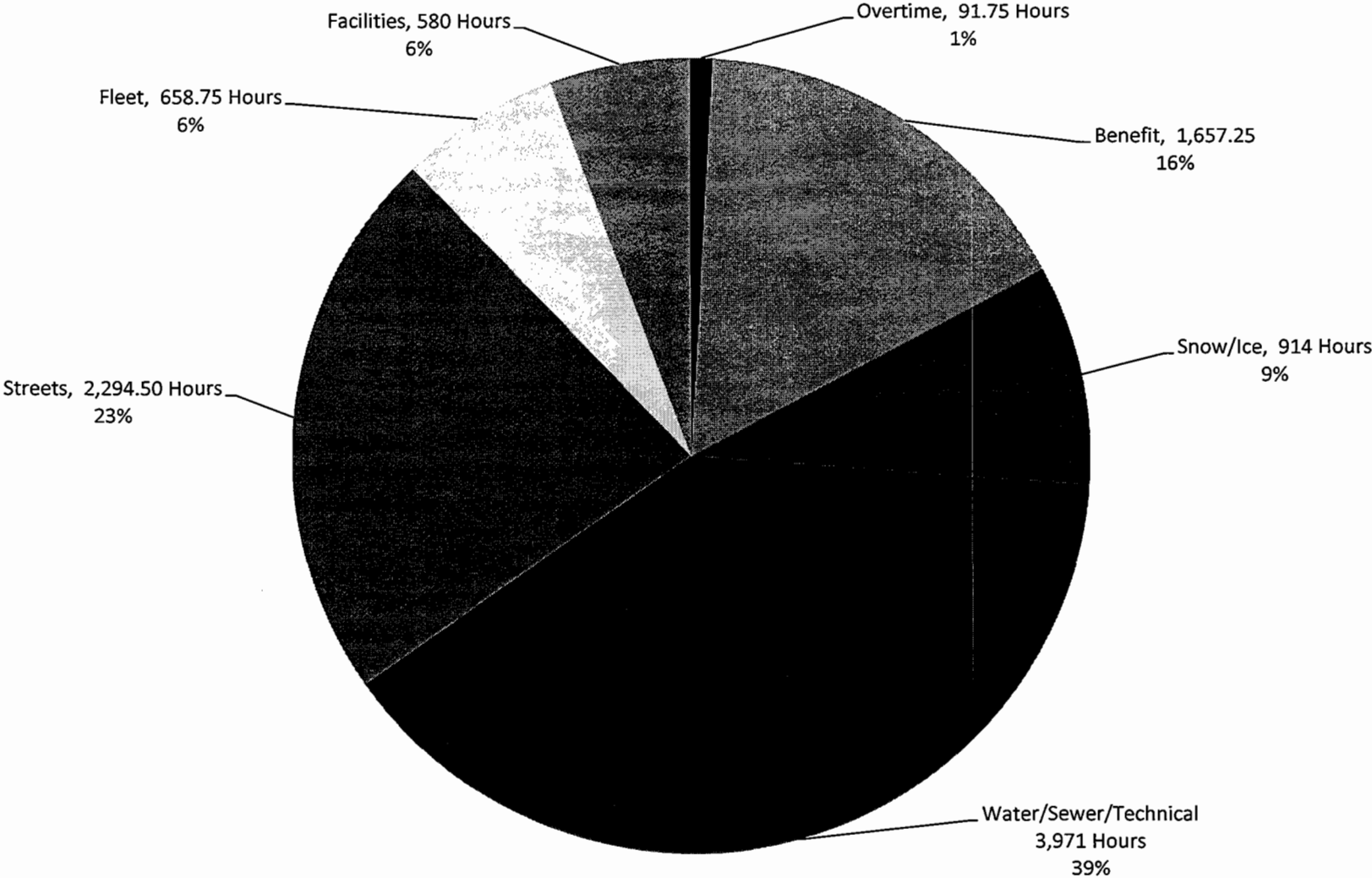


Ken Gornoll
Assistant Director of Public Works

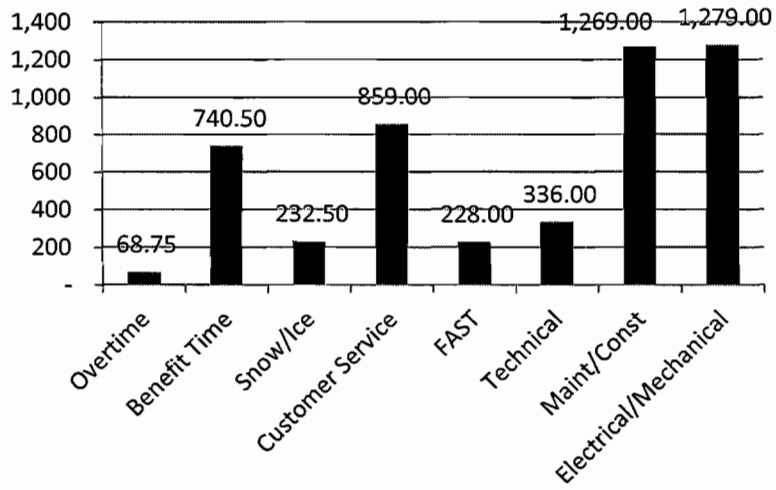


Joseph Nebel
Director of Public Works

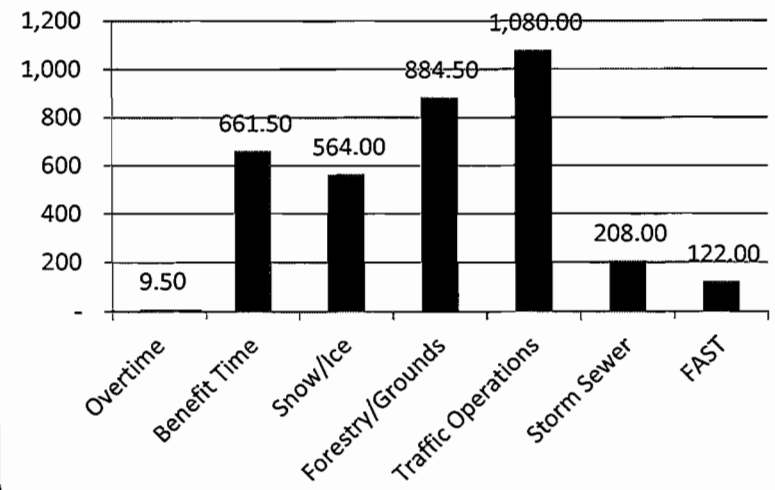
Public Works Department Total Hours November 2011



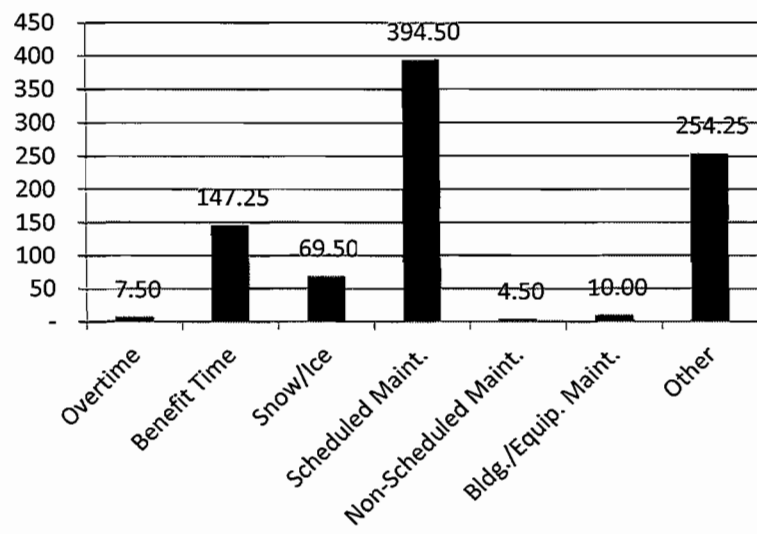
Water Total Hours November 2011



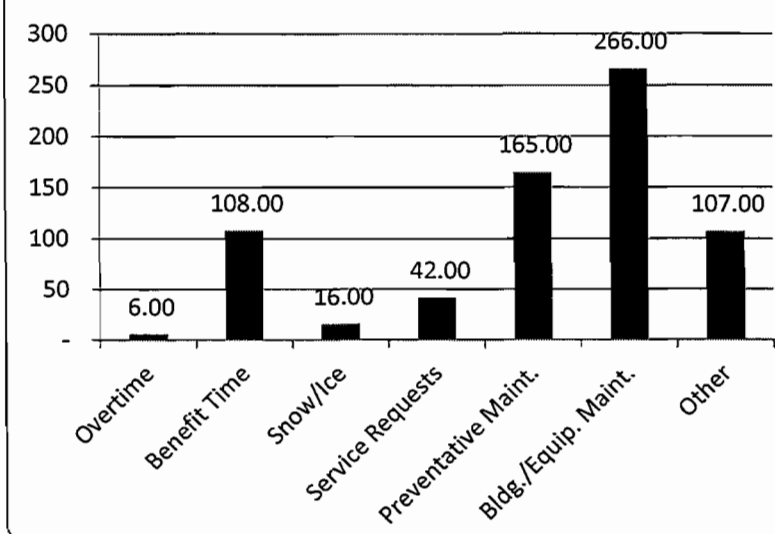
Streets Total Hours November 2011



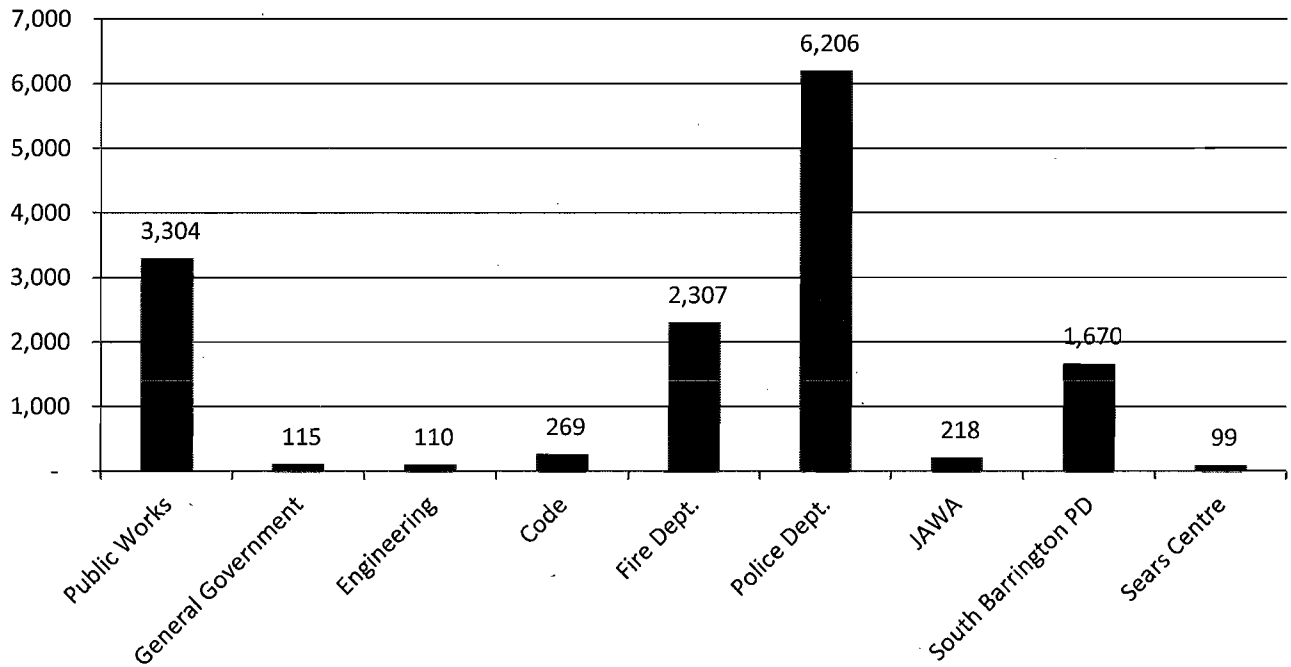
Fleet Total Hours November 2011



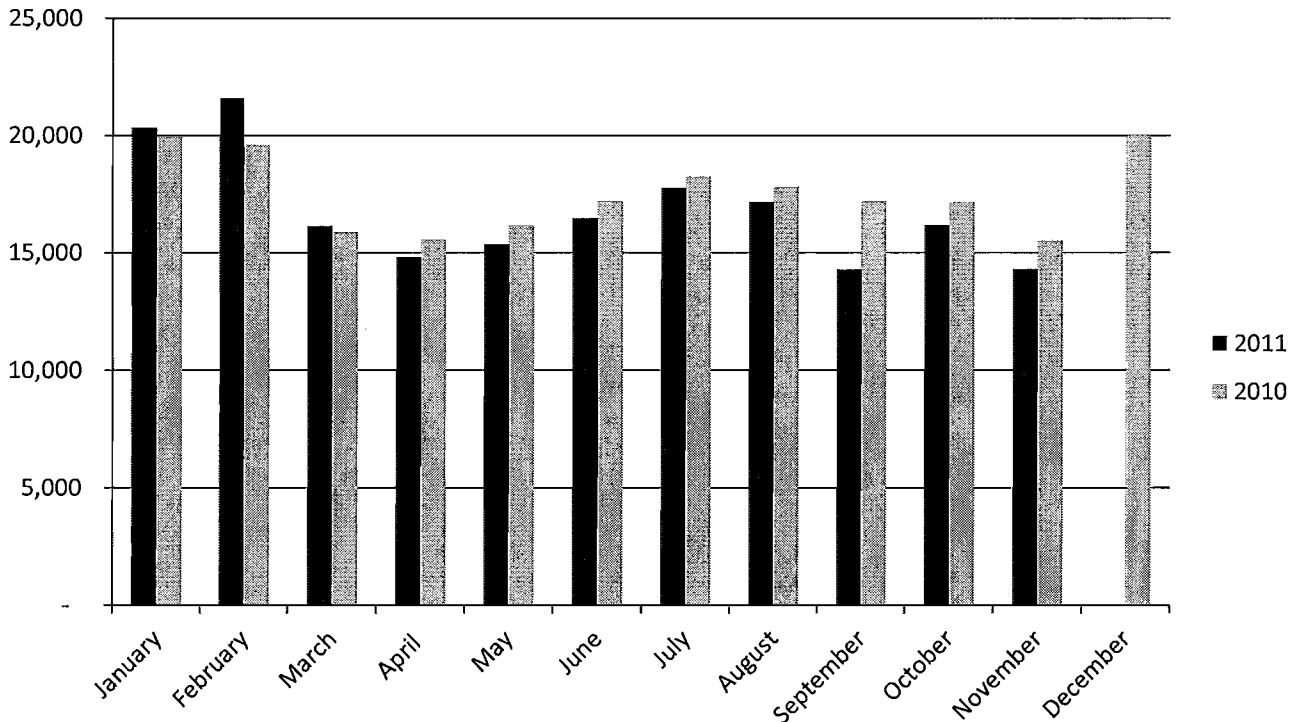
Facilities Total Hours November 2011



November 2011 Fuel Usage by Department / Gallons



Total Fuel Used / Gallons



*** MAJOR PROJECT STATUS****Water Tower #7**

The project is approximately 99.5% 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 November 2011, the tower has functioned satisfactorily for a total of 349 days.** Approximately 90% of the interior fire sprinkler installation including backflow preventer, dry pipe valve, accessories, air compressor and branch piping has been completed by Central States Automatic Sprinklers. **The installation of the vinyl grid ceiling and tile was completed in November with the correct height to accommodate the limits of the dry pendent sprinklers. Due to a delay in shipment of the dry pendent sprinkler heads, fire sprinkler installation will not be complete until early December. The final punch list inspection will be scheduled for mid-December.**

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 due to ComEd's schedule for the transformer upgrade which was completed in August. The project was substantially completed in October. **By the end of November, the station with 3 new pumps, control and generator has been placed back in service for over 40 days and the operation is satisfactory. The pump control is transferred from the floats into the level transmitter (automatic transducer). Site restoration work is approximately 90% complete. Four 6" bollards were installed for the protection of the emergency generator and the electrical control cabinet. Approximately 150 feet of sidewalk was reconstructed at the proper grade. The entire site pavement was reconstructed at proper grade and increased dimensions. The entrance driveway was also re-graded for better drainage. A punch list will be prepared as a final inspection report in early December. Final project completion is expected in late December.**

*** MAJOR PROJECT STATUS, Continued**

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 project 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. The inspection report submitted on 9/26/2011 was approved by the team. The well, discharge head, the 15 stage bowl and the carbon steel shafting are all in good shape. Water static level is at 586.8 feet, which is only 2.8 feet lower than the level in 1971 when the well was constructed. Approximately 50% of the 10-inch outer column and oil tubing needs replacement as well as the impellers and 31% of the oil tube bearings. The inspection report was reviewed and approved by staff. **By the end of November, the actual pump rehab work was complete in the shop and ready for installation. Well fill materials (69 feet) is being cleaned out. The test operation of the well is planned in mid-December and project completion is expected before the end of December.**

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.) **Installation PLC with backup float control and removal of Aquatrol system was completed at Hampton Lift Stations in November. The entire project is substantially completed. Remaining work is correction of deficiencies.** Staff expects the project completion before December 15, 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 in Haverford subdivision
8. R.O.W Permits Issued: (5) AT&T – (2) Install new hand hole for fiber optic service west and east of Forbs Ave., west and east of Pratum Ave., (1) repair/replace copper cable at 5 E Golf Rd., (1) repair/replace cable at Ash Rd. and Apache Ln., (1) repair/replace cable at 2067 Kettering Rd.; (2) Comcast – (1) new fiber installation to 675 Golf Rd., (1) new fiber installation to 4825 Hoffman Blvd.; (1) Vinakom – new fiber installation beginning on Greenspoint, crossing tollway to Mori Seki building
9. Coordinated R.O.W. pre-construction meetings
10. Performed drainage inspection with Engineering Division on Winton Dr.
11. Performed parts purchasing and inventory for Fleet Services
12. Assisted sanitary crew with flow management database
13. Continued tree inventory in GIS in north section of Village
14. Working in field to verify storm sewer location accuracy for maps
15. Assisted Engineering Division by exporting all utilities and sign databases for their use
16. Worked with cable coordinator on Public Works video
17. Updated monthly performance measures
18. Edited street light data at Police Station and Fire Station 24
19. Printed large scale sanitary maps of the Village showing all force mains
20. GPS locations of sanitary force main breaks on Golf and Higgins Rds., utility structures at Alex property on Golf and Roselle Rds.
21. Upgraded signs laptop with 4GB of memory
22. Updated and printed snow and ice maps

UTILITY LOCATES TEAM

1. Performed 295 regular priority J.U.L.I.E. utility locates for the month; 3,574 year-to-date
2. Performed 15 emergency priority J.U.L.I.E. utility locates for the month; 332 year-to-date
3. Participated in 9 Utility Joint Meets; 76 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 50 requests for the month, 762 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. Performed calibration of all large trucks
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. Transported 5 message boards to Sears Centre Arena
15. Assisted with meter appointments
16. Performed set-up and take-down for Village Recycling Event
17. Performed concrete sidewalk grinding in Parcel 'C' and Highlands
18. Performed filling of all trucks with CACL
19. Performed site lock ups at Susan Kenley-Rupnow Public Works Center and Fleet Services
20. Performed lamp inspections at Susan Kenley-Rupnow Public Works Center
21. Transported scissor lift to Sears Centre Arena
22. Assisted with water meter route reading
23. Transported 63 tons of salt to Sears Centre Arena
24. Transported 3 light towers to Sears Centre Arena
25. Set up organic liquid fill system at West site
26. Exercised conveyor belt system at West site
27. Performed maintenance on 6 snow pushers
28. Assisted with locates at 266 Bode Rd and 680 Northview Ln.
29. Transported vehicles for Safety Lane testing
30. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
31. Participated in Snow Ice Training Day

3	Sidewalk Deviations	5	Possible sanitary sewer back-ups
7	Storm Sewers	2	Possible water leaks
9	Branch pick-ups	3	Miscellaneous service requests
1	Fire hydrant repair	8	Dead animal pick-ups
1	Illegal dump	2	Water turn-ons
1	Barricade pick-up	3	Debris in roadway
1	B-box repair	4	Mailbox repairs

- PAVEMENT MAINTENANCE TEAM

1. Repaired potholes at various locations Village-wide
2. Performed scheduled equipment maintenance on Unit #50 and pavement equipment
3. Performed street inspections and inventory for pavement repairs
4. Performed safety coordination for department tailgate training
5. Performed yard maintenance at Fleet Services facility
6. Assisted sign maintenance team with sign change out program
7. Performed preventative cleaning of storm sewer inlets
8. Performed inlet repairs at various locations throughout the Village
9. Performed guard rail repair along Bode Rd.
10. Performed end loader training on Unit #50
11. Performed raised pavement marking and delineator repairs at various locations Village-wide
12. Assisted light team with banner installations
13. Performed street repairs for water/sewer excavations along Lakeview Ln.
14. Performed pavement equipment maintenance
15. Assisted with Street Sweeping Program
16. Performed street asphalt repairs at various locations Village-wide
17. Assisted with Village-wide snow fence installation
18. Performed equipment and plow maintenance
19. Performed guard rail repair at dead end of Ash Rd.
20. Performed fork lift refresher training
21. Performed auxiliary snow plow driver training
22. Transported vehicles for Safety Lane testing
23. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
24. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
25. Participated in Snow Ice Training Day

- SIGNS

1. Assisted with street light repairs
2. Performed sign straightening at various locations Village-wide
3. Performed traffic barricade maintenance
4. Replaced or repaired 4 signs due to wind, vehicle damage or vandalism
5. Assisted with pothole repairs and patching at various locations Village-wide
6. Performed purchasing/pricing of sign maintenance and repair supplies
7. Performed installation of 117 Snow/Ice Ordinance signs Village-wide
8. Assisted light team with banner installations
9. Performed tree trimming for sign clearance at various locations Village-wide
10. Performed ongoing street sign inventory
11. Performed preventative cleaning of storm sewer inlets
12. Performed snow fence installation Village-wide
13. Fabricated and assembled 2 Sarah Gordon 100 m. High Hurdles State Champion signs
14. Assisted with hot asphalt repairs at various locations Village-wide
15. Fabricated, assembled and installed, Holiday Tree Lighting Signs Village-wide
16. Fabricated, assembled and installed 7 new No Parking signs on Jody and Randi Lns.
17. Transported vehicles for Safety Lane testing
18. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
19. Participated in Snow Ice Training Day

- **STREET LIGHTS**

1. Responded to 11 resident requests for repair service; 110 year-to-date
2. Repaired 15 street lights; 420 year-to-date (using 15 lamps, 5 ballasts, 2 fuses, 1 fuse holder set, 8 photocells, 1 relay, 2 – 220 volt contactor, 100 ft. #10 wire and 2 split bolts)
3. Locate street light cable ground fault at SE c/o Hoffman Blvd. and Forbs Ave.
4. Notified ComEd of 3 street light outages at SW c/o Illinois Blvd. and Morgan Ln.; NW c/o Huntington Blvd. and Higgins Rd.; NE c/o Washington Blvd. and Pleasant St.
5. Trimmed tree branches obstructing street lights at various locations Village-wide
6. Installed a used street light pole across from 2108 Ivy Ridge
7. Performed Village-wide street light outage inspections
8. Assisted with sign installations at various locations Village-wide
9. Located street light cables for sign installations, storm sewer and water excavations
10. Performed banner change outs Village-wide
11. Performed clean-up and secured site of street light pole knockdown at NW c/o Bode Rd. and Atlantic Ave.
12. Performed preventative cleaning of storm sewer inlets
13. Performed turf restoration around street light pole at 5769 Acorn Ct.
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
15. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
16. Participated in Snow Ice Training Day

FORESTRY TEAM

1. Responded to requests for service; 34 for the month; 766 year-to-date
2. Emerald Ash Borer (EAB) Ash tree removals; 12 for the month, 84 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 related to Emerald Ash Borer
7. Prepared for 2011 contracted tree trimming and planting programs
8. Performed mowing and mowing contractor follow-up
9. Performed duties associated with stump grinding
10. Performed supervision of contractor tree trimming
11. Performed storm sewer inlet cleaning
12. Performed clean-up and winterization of north and south garden plots
13. Performed installation of lights and bows to Village holiday tree
14. Performed snow fence installation Village-wide
15. Performed snow and ice equipment preparation and maintenance
16. Transported vehicles to Safety Lane for testing
17. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center
18. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
19. Participated in Snow Ice Training Day

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 hydrant replacement at 520 Milton Ln.
7. Assisted with construction of Dump Pit at T-6
8. Performed patching outside of sanitary manhole service connections at 45-55 Pleasant St.
9. Performed installation of 2 new 4" ducts for ComEd lines south of South Twin Pond
10. Performed storm sewer pipe repairs at 985 Hillcrest Blvd. and 40 Pleasant St.
11. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center
12. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
13. Participated in Snow Ice Training Day

• 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. Performed yearly cathodic protection checks on 8 water storage tanks
13. Installed rebuilt pump #4 at WDA lift station
14. Monitored ongoing Barrington lift station rehabilitation project
15. Monitored Well #9 rehabilitation project
16. Installed new transfer switch at Carling lift station

- 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 420 and 450 Milton Ln.
7. Performed water main repairs at 865 – 895 Hillcrest Blvd.
8. Performed concrete pours at 1250 Dexter Ln. and 4665 Burnham Dr.
9. Performed Sanitary Sewer Maintenance at Higgins Rd. 600' west of Governor's Ln.
10. Performed framing and pouring of concrete walls and floors for Unit #66 dump sites at west site and T-6
11. Performed installation of new air release valve in front of St. Alexius, north of main entrance
12. Performed cut out and framing of Unit #66 dump station at west site and T-6
13. Transported vehicles to Safety Lane for testing
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
15. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
16. Participated in Snow Ice Training Day

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 4,397' feet of main sewer lines, 174,042 feet year-to-date
2. Updated maps of trouble areas, viewed manhole locations, televising, flushing and root cutting
3. Performed maintenance on Units #40 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 data entry of flushing/root cutting information
7. Performed TV inspections of 1,358' of storm and 3,259' of sanitary mains for 2012 Road Reconstruction
8. Identified system water infiltration into sanitary manhole in Devonshire Woods
9. Performed TV inspection and identified storm sewer collapse at Grand Canyon and Flagstaff
10. Performed storm sewer inlet cleaning
11. Performed confined space entry of sanitary manhole on Palatine Rd to remove construction debris
12. Performed confined space entry of 2 sanitary manholes at 55 Pleasant to remove tree roots
13. Assisted water operations with ballard installations at Huntington
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
15. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
16. Participated in Snow Ice Training Day

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Vacuumed and flushed 26,360 feet of storm sewer year-to-date; water usage Unit #66 139,433 gallons
2. Completed sanitary sewer service inspections at 175 Kingman Ln., 220 Arizona Blvd., 3760 Versailles Rd., 1015 Firestone, 680 Northview Ln.
3. Performed routine vehicle and equipment maintenance
4. Performed water leak investigation at 895 Hillcrest, 1180 Knoll Dr., White Spruce Dr.
5. Performed storm sewer line flushing at Highpoint pond
6. Performed barricade checks at various sites Village-wide
7. Performed water main repair at: 895 Hillcrest
8. Inspected sod restoration sites
9. Performed water main shutdown on Bonnie Ln. for contractor
10. Performed flushing and vacuuming of storm sewer trouble spot list Village-wide
11. Performed vacuuming at 450 Milton Ln.
12. Performed installation of hydrant markers Village-wide
13. Performed raising of 2 valve boxes to grade at 5 Golf Rd.
14. Performed storm sewer inlet cleaning in Parcels B & C
15. Performed sanitary force main repairs on Higgins Rd.
16. Performed installation of new fire hydrants at 450 and 520 Milton Ln.
17. Repaired Barrington Rd. air release valve
18. Participated in Blood Borne Pathogen, Hazardous Communication and Lock-out Tag-out training
19. Participated in Snow Ice Training Day

- CUSTOMER SERVICE/METER TEAM

1. Performed 44 Water Billing customer service appointments at various locations Village-wide
2. Performed 214 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 27 service requests
6. Performed 6 Meter Interface Unit repairs at various locations throughout the Village
7. Performed delinquent water account duties at 70 locations throughout the Village
8. Performed MIU siding permit repairs/inspections at 22 locations Village-wide
9. Completed 7 b-box repairs or grade adjustments
10. Install new 2" compound water meter at Red Robin Building
11. Performed 3" compound meter repair at Sears Holding Building
12. Performed year-end Park District irrigation meter readings
13. Winterized Village garden plot water system
14. Performed annual municipal building meter reading
15. Participated in Village-wide branch pick-up program
16. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

Public Works Monthly Regular Hours Work Unit Report - November 2011

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ADMINISTRATION		
	BENEFIT TIME USE	8.00
	GIS	168.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
ADMINISTRATION		
	BENEFIT TIME USE	8.00
	SUPERVISION	168.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
FACILITIES		
	BENEFIT TIME USE	108.00
	BUILDING EQUIPMENT	110.00
	BUILDING MAINTENANCE	165.00
	CALL DUTY	24.00
	EQUIPMENT MAINT.	4.00
	FLEET SERVICES	3.00
	MEETING SET UP	42.00
	MISC. SITE MAINTENANCE	156.00
	NON-DIV. BLDG. MAINT.	46.50
	OTHER	31.00
	SNOW & ICE MAINT.	16.00
	STREET LIGHT MAINT.	1.50
	TRAINING	19.00
	WATER DIST & REG COMPL	1.00
	WELL MAINT.	1.00
	<i>Total Hours for Work Unit</i>	<i>728.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
FLEET SERVICES		
	BENEFIT TIME USE	147.25
	CALL DUTY	74.00
	FLEET SERVICES	549.00
	GARAGE MAINT.	10.00
	OTHER	4.25
	SUPERVISION	133.25
	TRAINING	36.25
	<i>Total Hours for Work Unit</i>	<i>954.00</i>
ST-FAST		
	BENEFIT TIME USE	24.00
	CALL DUTY	26.00
	EQUIPMENT MAINT.	2.00
	GARAGE MAINT.	3.00
	MISC. STREET MAINT.	98.00
	OTHER	1.00
	SIDEWALK MAINT./CONST.	8.00
	SNOW & ICE MAINT.	30.00
	STORM SEWER MAINT.	5.00
	TRAINING	5.00
	<i>Total Hours for Work Unit</i>	<i>202.00</i>
ST-FORESTRY/GROUNDS		
	BENEFIT TIME USE	281.50
	EQUIPMENT MAINT.	76.50
	GARAGE MAINT.	23.50
	OTHER	10.25
	SNOW & ICE MAINT.	242.00
	STORM SEWER CONST.	1.50
	STORM SEWER MAINT.	56.50
	SUPERVISION	155.50
	TRAINING	32.75
	TREE MAINTENANCE	508.50
	TURF MAINTENANCE	19.50
	<i>Total Hours for Work Unit</i>	<i>1408.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-SEASONALINT		
	SNOW & ICE MAINT.	32.00
	<i>Total Hours for Work Unit</i>	<i>32.00</i>
ST-STORM SEWER		
	B-BOX MAINT.	5.00
	BENEFIT TIME USE	128.00
	CALL DUTY	2.00
	CURB REPAIR / REPL.	6.00
	EQUIPMENT MAINT.	12.00
	GARAGE MAINT.	39.50
	HYDRANT MAINT.	18.00
	SAN. SEWER MAINT.	8.00
	SEWER SERVICE INSP.	12.00
	SIDEWALK MAINT./CONST.	4.00
	SNOW & ICE MAINT.	16.00
	STORM SEWER CONST.	31.50
	STORM SEWER MAINT.	30.00
	TRAINING	13.00
	WATER DIST & REG COMPL	29.00
	<i>Total Hours for Work Unit</i>	<i>354.00</i>
ST-TRAFFIC OPERATION		
	ASPHALT REPAIRS	236.50
	BENEFIT TIME USE	228.00
	CALL DUTY	18.00
	EQUIPMENT MAINT.	96.50
	GARAGE MAINT.	18.00
	MISC. STREET MAINT.	28.50
	OTHER	23.50
	SNOW & ICE MAINT.	276.00
	STORM SEWER MAINT.	56.00
	STREET LIGHT MAINT.	230.50
	SUPERVISION	144.00
	TRAFFIC CONTROL	142.50
	TRAINING	104.00
	<i>Total Hours for Work Unit</i>	<i>1602.00</i>


<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-CUSTOMER SERVICE		
	B-BOX MAINT.	8.50
	BENEFIT TIME USE	158.50
	CALL DUTY	58.00
	CUSTOMER SERVICE	96.00
	EQUIPMENT MAINT.	12.00
	GARAGE MAINT.	15.50
	INLET / CATCH BASIN CLEAN	3.00
	METER MAINTENANCE	64.00
	METER READING	127.25
	MISC. SITE MAINTENANCE	13.00
	MISC. STREET MAINT.	105.00
	NON-DIV. BLDG. MAINT.	15.00
	OTHER	3.00
	SAN. SEWER MAINT.	0.50
	SNOW & ICE MAINT.	54.50
	STREET LIGHT MAINT.	7.00
	SUPERVISION	153.50
	TRAINING	33.75
	UTILITY LOCATES	200.00
	WATER MAIN MAINT.	2.00
	<i>Total Hours for Work Unit</i>	<i>1130.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-ELECT/MECHANICAL		
	BENEFIT TIME USE	228.00
	CALL DUTY	92.00
	EQUIPMENT MAINT.	23.50
	GARAGE MAINT.	22.00
	INLET / CATCH BASIN CLEAN	28.00
	LIFT STATION MAINT.	414.00
	NON-DIV. BLDG. MAINT.	3.00
	OTHER	26.00
	SAN. SEWER MAINT.	100.00
	SEARS CENTRE ARENA	1.00
	SEWER SERVICE INSP.	124.00
	SNOW & ICE MAINT.	77.00
	STREET LIGHT MAINT.	6.00
	SUPERVISION	160.00
	TRAFFIC CONTROL	121.00
	TRAINING	75.00
	VALVE MAINT.	1.00
	WATER DIST & REG COMPL	113.50
	WELL MAINT.	61.00
	<i>Total Hours for Work Unit</i>	<i>1676.00</i>
W/S-FAST		
	BENEFIT TIME USE	88.00
	CALL DUTY	38.00
	CUSTOMER SERVICE	8.00
	EQUIPMENT MAINT.	6.00
	GARAGE MAINT.	6.00
	MISC. STREET MAINT.	161.00
	OTHER	2.00
	SEWER SERVICE INSP.	2.00
	SIDEWALK MAINT./CONST.	24.00
	SNOW & ICE MAINT.	36.00
	STORM SEWER MAINT.	5.00
	TRAINING	13.00
	UTILITY LOCATES	1.00
	<i>Total Hours for Work Unit</i>	<i>390.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-MAINT/CONST		
	B-BOX MAINT.	31.00
	BENEFIT TIME USE	250.00
	CALL DUTY	78.00
	CURB REPAIR / REPL.	50.50
	EQUIPMENT MAINT.	112.00
	GARAGE MAINT.	156.50
	HYDRANT MAINT.	86.00
	JETTING / WASHDOWN	4.00
	OTHER	6.00
	SAN. SEWER MAINT.	73.50
	SEWER SERVICE INSP.	58.00
	SIDEWALK MAINT./CONST.	34.00
	SNOW & ICE MAINT.	65.00
	STORM SEWER CLEANING	7.00
	STORM SEWER CONST.	95.50
	STORM SEWER MAINT.	166.50
	SUPERVISION	144.00
	TRAINING	47.00
	VALVE MAINT.	9.00
	WATER DIST & REG COMPL	103.00
	WATER MAIN MAINT.	85.50
	<i>Total Hours for Work Unit</i>	<i>1662.00</i>

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

Attached is the second installment of the Department of Development Services Monthly Report for Transportation and Engineering for the period ending December 9, 2011.


Gary Salavitch, P.E.
Director of Engineering

MISCELLANEOUS

Staff has provided floodplain information to no residents in the last month.

Staff had 3 drainage investigations with one at Fanuc regarding the drainage of their wetlands. There are ongoing drainage problems being monitored before the arrival of freezing temperatures.

PROJECT STATUS

5 East Golf Road (Dino Alex Project) - Commercial building renovation and site work are complete and still waiting on as-builts. Village Project Manager - Terry White.

2011 Drainage Project - Construction completed on four locations. Prime Construction did a good job on the four locations. Punch list work is ongoing. Village Project Manager - Terry White.

2012 Street Revitalization Project - Survey and plan preparation have started on several streets proposed for 2012. Proposed 2012 street list approved at CIP, Finance and Village Board. 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 and may not get done for the winter. Village Project Manager - Gary Salavitch.

Beacon Pointe Drive Extension – As part of the landscaping improvements, trees were installed along the street in the parkway with more to come in the spring. Pavement work is complete, including surface asphalt. The Village received letter of credit funds to complete this project. Some landscaping will wait until spring 2012. Village Project Manager - Gary Salavitch.

Devonshire Woods Estates - A Settlement Agreement allowed for the completion of the subdivision public improvements including sidewalks and surface asphalt. 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. Work is still not complete on several items so acceptance will wait until spring/summer. Village Project Manager - Gary Salavitch.

EJ&E/CN Acquisition Project – A Noise Abatement Wall Open House is set for December 14. Cook County is delaying the startup of the advance warning sign project. Intersection and crossing improvements at Shoe Factory Road are now complete with the road open at the tracks. Progress on the noise wall has been slow due to a creek relocation permit with the Army Corps. Village Project Manager - Gary Salavitch.

Hassell Road Culverts and Reconstruction – No change in the last month. 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 are set for this winter. Village Project Manager - Gary Salavitch.

Heidner Commercial (Barrington and Hassell) - Earthwork is ongoing. Utilities could start over the winter. Village Project Manager – Terry White.

Higgins Road Bike Path – The consultant for the construction engineering services and Village staff attended the preconstruction meeting on November 29. The bridge may be constructed over the winter and the rest of the bike path work will wait until spring. Contracts with Burke Engineering and York Bridge for the hydraulic and bridge design are complete. Village Project Manager - Gary Salavitch.

Jones/Highland Drainage Solution – Some work may occur over the winter but most will be delayed to the spring on two storm sewer improvements to help with the flooding at the Jones/Highland intersection. Village Project Manager - Gary Salavitch.

Morizzo Funeral Home - Plan review is complete and approved by the Village. They hope to start grading soon on this site next to the Assembly. Village Project Manager – Terry White.

Palatine Road Widening Project - The Phase One design and Location Drainage Study were approved by IDOT. The pavement widening project or Phase Two (design), including the signal portion of the project, will be completed by staff over the winter/spring. Village Project Manager - Gary Salavitch.

Prairie Stone Parkway/Higgins Traffic Signal – Project will be delayed to the spring. Contracts are complete and a preconstruction meeting scheduled soon. Electric is complete to the site. Village Project Manager - Gary Salavitch.

St. Alexius Medical Center – Significant building work is ongoing. 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 such as landscaping and trash enclosure must still be completed. Village Project Manager - Terry White.

Yorkshire Woods - Working with the bonding company on completing the punchlist items. Minor work remains. Acceptance should occur this winter. Village Project Manager - Gary Salavitch.