

VILLAGE OF BARTLETT
COMMITTEE MINUTES

November 18, 2014

President Wallace called the Committee of the Whole meeting to order at 7:58 p.m.

Present: Trustee Arends, Camerer, Carbonaro, Martin, and Reinke

Absent: Trustee Shipman

Also Present: Village Clerk Lorna Giless, Village Administrator Valerie L. Salmons, Assistant Village Administrator Paula Schumacher, Assistant to the Village Administrator Scott Skrycki, Finance Director Jeff Martynowicz, Assistant Finance Director Todd Dowden, Community Development Director Jim Plonczynski, Assistant Community Development Director Roberta Grill, Building Director Brian Goralski, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Chief Kent Williams, Deputy Chief Joe Leonas, Commander Steve Winterstein, and Attorney Bryan Mraz

PLANNING & ZONING COMMITTEE

706 Heather Lane Front Yard Variation

Chairman Camerer stated that petitioners, James and Renee LaBud, are requesting a front yard variation. He asked Community Development Director Jim Plonczynski to review the petition.

J. Plonczynski explained that the petitioners have applied for a front yard variation for a front porch addition on to their existing structure. This was a fire damaged structure and has been vacant since the fire damage. They would like to move forward and get it repaired. They are requesting a variation from the required 25-foot front yard setback to encroach 5.5 feet into the required front yard. The plans also show a second story addition, two-story rear room addition, and roofline changes which do not require any variances. The Zoning Board of Appeals reviewed the petition at their November 6, 2014 meeting and recommended approval. The petitioners are present to answer any questions.

Trustee Martina asked if the front walkway to the door will remain.

J. LaBud responded that he has not made a determination on the walkway yet.

Trustee Arends commented that the improvements will make the home look much better. President Wallace asked if the improvements were discussed with any of the neighbors and if so, has there been any negative input.

J. LaBud responded that there has not been any concerns or problems with the neighbors.

Trustee Reinke asked if the item will be placed on the next Village Board agenda.

There being no further comments or questions, Chairman Camerer forwarded the item to the Village Board for consideration.

J. LaBud asked if it would be possible for them to move ahead with the project prior to the Village Board meeting.

B. Mraz responded no. Ultimately, the Board has to pass an ordinance which will be placed on the next Village Board agenda.

Bartlett 59 Special Use – Topsoil Removal

Chairman Camerer stated that the petitioner, Dan Olsem on behalf of Bartlett 59 LLC, is requesting a special use permit for the removal of topsoil. He asked Community Development Director Jim Plonczynski to review the petition.

J. Plonczynski explained that Bartlett's ordinance specifically requires the commercial removal of topsoil in residential districts to be a special use. Crown Development is the owner of the property located at the northwest corner of Rt. 59 and West Bartlett Road. Mr. Olsem works for Crown Development and they have identified excessive topsoil on the property. The petitioner is requesting the permit for the 109 acres for the temporary removal of excess topsoil. The topsoil would be removed and screened in two phases. Phase 1 would take place along the east side of the property closest to Rt. 59. Phase 2 consisting of the remaining property, would primarily occur along the west half of the property adjacent to Naperville Road. If approved, the temporary operation would begin in the spring of 2015 and it is estimated that completion would be by the fall of 2016. JCK Contractors, a commercial topsoil removal company, will be hired to do the work. Mr. Olsem is present to answer any questions.

Trustee Martin asked if the land will no longer be farmed.

D. Olsem introduced JCK Contractors. He stated that they are the premier topsoil suppliers in the Chicagoland area. They have worked with all the collar counties, including Cook County, along with many municipalities including Chicago. One of their most high-profile jobs is Maggie Daley Park in downtown Chicago. He explained that there is a topsoil problem on the site. The topsoil varies between one foot and two and a half feet thick over the site. When you develop a site, it is typically 6-inches. In Phase 1, it is an area that is slated for commercial use. We either have to find a place to get rid of that topsoil on-site or find someone to take it off the site. Bartlett staff expressed support of the project for the topsoil removal. It helps the marketability of the commercial site, so whoever purchases the site, they don't have to deal with the topsoil problem.

Trustee Reinke asked how the removal of the topsoil will change the drainage.

D. Olsem explained that the drainage will remain the same as far as the drainage patterns go; it will just get lower.

Trustee Reinke clarified that the Village won't be getting calls from the neighbors relative to flooding issues.

D. Olsem responded no. We are required by the State, DuPage County, and the Village to put together a stormwater prevention plan and to apply to the State for a NPDES permit.

Chairman Camerer asked if the topography is going to change.

D. Olsem explained that the water will still be going down the same ravines and gullies because we are not changing the topography of the site other than just lowering it.

Chairman Camerer asked if the topography has to change to make it a viable commercial site.

D. Olsem responded that it will, but that is not what is being proposed today. When there is a commercial user, the site will have to be table-topped, which will be part of the petition at that point. Right now, we do not anticipate moving any clay; we are just looking to get rid of the excess topsoil. Additionally, once the topsoil is removed, the plan is not to farm it at that location. Phase 1 is near the intersection; that's where we are going to start. There is approximately 50,000 cubic yards of topsoil to be removed at that area. We are estimating that the site is approximately over 100,000 cubic yards over, as far as the topsoil balance goes. He stated that they are required to permanently vegetate the site up until the point it is developed, with a seed mix that grows very well. The site will not be farmed; it will be vegetated to control erosion.

Trustee Martin clarified that the railroad is built up along the northern border.

D. Olsem responded yes.

Trustee Reinke stated that he trusts Mr. Olsem will be sensitive to the fact that there is a senior center across the street.

D. Olsem responded yes, that was a discussion early on with JCK. They anticipate 40-50 trucks per day entering and leaving the site. We have worked with Coulter Transportation regarding the routing of those trucks. The discussion right now is sending those trucks to the west to Naperville Road to Rt. 20, rather than putting them on Rt. 59.

Chairman Camerer stated that he is concerned about the 40-50 trucks entering and leaving the property on that road. There are traffic issues there already from train delays and various other issues. Additionally, there is the noise issue for the residents that live across the street and for the school that is up the road.

D. Olsem responded that Phase 1 is going to take approximately 6 months to a year. The advantage is that JCK is their own trucks – they control the trucks; the drivers; and what direction they go. We have discussed putting in a right-in/right out only across from Chevron Drive, so that would be west of the senior center access. As far as the noise and traffic, they are not looking for extended hours. At some point in time, it will be a construction site with noise and traffic that goes along with a construction site. For this operation, if it doesn't happen now, it would happen at the time of development. We are just trying to make the site more marketable. Contractually, JCK is required to keep the roads clean and be courteous of the neighbors. Issues may arise, but those issues will be addressed. He stated that he would expect the concerns would come to him, not to JCK, because it is Bartlett 59 LLC's property.

Trustee Arends asked if the trucks are covered.

D. Olsem responded yes.

Trustee Arends asked if JCK owns all the trucks.

D. Olsem responded yes.

There being no further comments or questions, Chairman Camerer forwarded the item to the Plan Commission for further review.

FINANCE & GOLF COMMITTEE

2015-2019 Capital Improvements Program

Chairman Reinke asked Village Administrator Valerie Salmons to review the capital improvements program.

Administrator Salmons explained that the first part of the program is the actual budget. If approved, it will be the portion that will go in the operating budget in the spring. It has been the practice to review any new projects first and then review the projects that will be in the upcoming operating budget.

NEW PROJECTS - SEWER

Page 18 – Influent Drum Screen Enclosure (New Project)

This project consists of relocating or enclosing the drum screen at the WWTP. The drum screen is used to remove solids from the influent wastewater. The drum screen currently is located on top of the hill exposed to all inclement weather conditions. During colder temperatures, the equipment not only seizes, but makes weekly maintenance unsafe for employees due to the icy conditions. The project cost is \$600,000, proposed for 2017/18.

Page 20 – Country Creek Lift Station Upgrade (New Project)

This project consists of improving the condition and safety of the Country Creek lift station. This project will consist of replacing the dry pumps with submersible pumps, avoiding employee access of 43 feet below ground. The project cost is \$560,000, proposed for 2016/17.

Page 22 – New Disc Filter (New Project)

This project consists of replacing the current sand filters at the WWTP. The filters are used to remove solids from the effluent prior to discharge to the receiving streams. This is critical on meeting our NPDES permit regulations. The project cost is \$3,590,000, proposed for 2015/16.

Trustee Martin asked if the project can wait a year.

D. Dinges responded it could, but it would be a matter of continuing to buy sand to replace the sand that gets washed away.

Trustee Martin asked how much it would be if the lift station went down; because you are going to have to repair it and still move it if it gets flooded. He asked why the lift station wouldn't be done first.

D. Dinges explained that they are independent from each other.

Trustee Martin explained that if the lift station flooded next year, then we would have to repair it and still have to move it, right? That is going to cost more than \$560,000, but if we just buy sand, we could move this one to 2016 and the other one to 2015.

D. Dinges responded that is an option, but when we went through the projects, we prioritized them based on EPA regulations, safety, etc. We have had that lift station for a long time and we've been able to live the flooding situation. We felt that the sand filter situation needs to be addressed in order to continue to meet the EPA regulations, making it a higher priority. Additionally, there is IEPA funding available.

Page 24 – Nitrification Tower Media and Spray Arm Replacement (New Project)

This project consists of replacing the media and distribution arms within the nitrification towers at the WWTP. The towers are 20 years old and have been evaluated for replacement by engineers during facility maintenance plans. The project is proposed for engineering in 2017/18 and construction in 2018/19.

Trustee Martin asked if that is the only alternative.

D. Dinges responded that the EPA will be adding phosphorus requirements in the near future. We are looking at doing a facility plan update which would look at all these

projects. There is the possibility that the nitrification towers, in this project, could be pushed back or possibly eliminated if we do some things with the existing tanks. But that would be part of the facility plan update. We are always looking at the best technology out there and what do we have to have to meet all the EPA regulations, but at the same time, you have to look at the cost of operation relative to blowers and power. If doing something with the existing tanks is a possibility, that will certainly be a less expensive option.

Chairman Reinke clarified that Trustee Martin is suggesting that we prioritize the Country Creek Lift Station Upgrade, by bumping that up one year.

Trustee Martin responded yes. We have to move it anyway and if it floods, we have to fix it and still move it.

Chairman Reinke stated that he is concerned that if we do lose that lift station for any reason, that all the sewers are going to back up. He asked if it is feasible to move that project up one year.

D. Dinges responded yes.

President Wallace clarified that the suggestion is to move the project to 2015/16.

Chairman Reinke responded yes.

President Wallace commented that the de-nitrifying system is already worn out. It only lasts so long and that time has long expired.

D. Dinges responded that they are working with the manufacturer to see if they can test the media to see if it needs to be done right away or not. We put it on the capital projects list as a project that has to get done, but it can be delayed.

Trustee Martin asked if the entire plant would have to be shut down, if we didn't meet the IEPA standards.

D. Dinges responded no.

NEW PROJECTS – STREETS

Page 45 – Street Garage Building Addition (New Project)

This project is to build an addition connecting the existing street division garage to the existing cold storage building. The addition will include a lunch room, employee locker room and office space. The employees currently eat within the garage where they have been dealing with pigeon droppings and no control of temperature. We propose to include a lunch room/training room that will allow employees to have lunch in a controlled environment and allow for safety/training opportunities. The garage only has 2 stalls in

the restroom and little space for a locker room for 40 employees. This makes it difficult during break and lunch periods. The new office space will allow us to install a locker room and convert the old locker/office areas to locked storage of parts and equipment for better accounting of Village-owned property. Staff will assist in the remodeling and addition work to help control costs.

Trustee Camerer asked the number of employees that work in the public works buildings.

D. Dinges responded that between the two buildings, it's mainly the streets and water staff which is approximately 30. Then the sewer staff, of approximately 10 people, is in the sewer administration building, but they would also be using the locker room.

Chairman Reinke clarified that the employees are eating in an unheated and uncooled area, dodging pigeon droppings.

D. Dinges responded that the garage is heated, but when the garage door goes up, all the heat is gone.

Administrator Salmons added that there is also a restroom that was built for six people and it is woefully inadequate.

Chairman Reinke stated that should not be the case in the Village of Bartlett. He stated that he is glad to see the addition project and hopes that something can be done in the interim to relieve those conditions.

President Wallace commented that it doesn't seem to be too elaborate of an addition, yet the cost of construction is \$350,000.

D. Dinges explained that most of the cost is the concrete floor, but hopefully, the cost will come down with staff doing some of the work. He stated that he has worked with a local architect who worked on the Well #4 and #6 well house and helped in putting some costs to the project.

President Wallace asked where public works training is currently held.

D. Dinges responded that the sewer department has a small training room, so any training is broken up into smaller groups and use that room. To do a joint training, the public works staff would have to come to the Village Hall to use the training room.

NEW PROJECTS – OTHER

Page 64 – West Bartlett Road/Devon Avenue Drainage Swale and Path Replacement (New Project)

This project consists of engineering/hydrologic analysis of existing low lying drainage swale and replacement of a 5-foot bike path in front of the Village Church, west to Devon

Avenue. The drainage swale does not flow properly and holds water long after rain events. There may need to be a storm sewer installed to replace the open swale. The 5-foot bike path is deteriorated and has been patched several times; needs to be replaced to match existing 8-foot path that exists along the east side of Devon Avenue and west along West Bartlett Road.

The project cost of \$38,500 is an engineering study proposed for 2014/15.

Trustee Camerer stated that every project seems to have an engineering fee that is substantial. He asked if engineering fees are negotiable, if the Village is using the same engineering company for all the projects, and if the Village is getting engineering bids.

D. Dinges explained that with all the projects, we would go through the "Request For Qualifications" (RFQ) process; similar to what was done for the FEMA project. We put a scope of the project together, send out proposal packages, and post it on the website. Consultants will put their qualifications together on similar projects and submit to the Village. Then an evaluation of the submittals is done, using a scoring system, to figure out which consultant is the most qualified for the particular project. After selection, a contract is negotiated.

Trustee Martin clarified that the cost is just for the engineering study, not for the construction. He asked if the IDOT Route 20 Improvements street project, on page 43, is dependent on what the State is going to do with Lake Street. Is that project moveable?

D. Dinges explained that they recently completed the east area and this project would involve the west area. When they make the completion, which would include the right turn lane onto Oak Avenue, that signal would get improved and that's when the Village's cost share comes in. The project is not on IDOT's current multi-year program.

There being no further comments or questions, Chairman Reinke forwarded the item to the Village Board for consideration.

President Wallace entertained a motion to adjourn the Committee of the Whole meeting.

Moved by Trustee Reinke
Seconded by Trustee Camerer

Motion carried.

President Wallace adjourned the Committee of the Whole meeting at 8:36 p.m.