

Chair M. MacGillis called the meeting to order at 6:30 pm.

**1.0 ROLL CALL** – Present: Commissioners J. Chesney, A. Fritz, M. MacGillis (Chair), J. Mesec, M. Postotnik and M. Dermody (Alternate); Trustee Liaison M. Stahl and, DPW Director M. Martin. Audience: One (1) refer to Items 2.2 and 3.1

**2.0 GENERAL BUSINESS**

2.1 Approval of Minutes- Motion (Fritz. Chesney) to approve the July 16, 2020 minutes with revisions as noted and returned to M. Martin; motion unanimously approved.

2.2 Public Comment- Valerie Kupczak-Rios, 5561 S 121<sup>st</sup> St; Ms. Kupczak-Rios stated she was present to learn more about things going on in the Village and had concerns regarding elements of the new DPW facility. She expressed concerns with the Facility heating system, general building operations, and internal lighting control. Director Martin stated that he has been sharing emails with Ms. Kupczak-Rios and that her concerns will be placed on the agenda for September PWC meeting.

2.3 Written Communications-

2.3.1 Michael Dermody / Oath of Office – Director Martin administered the oath of office to Mr. Dermody.

**3.0 DIRECTOR’S REPORT**

3.1 DPW Facility- Martin provided an update on the progress of the project.

Exterior-

Site Grading and Landscaping continues. North pond underdrain repaired and engineered soil installed

EIFS (Exterior Insulation and Finish System) is estimated at 80% complete.

Replacement of anti-siphon valve, testing, and training on the fueling system is now completed.

Fence and Gate installation is 95% complete. Small portion of fence on west side of building will be completed after grading and landscaping is done.

Outstanding exterior items include the ridge cap installation and exterior lighting. Ms. Kupczak-Rios asked what type and style of exterior light are to be installed. Director Martin responded that the exterior lights are all LED (light emitting diode) cut-off fixtures. Martin stated that these fixtures in general, are installed above the overhead doors.

Interior-

Telephone, Computers, and WIFI installed and operational

HVAC control software and system training completed including migration of control software to Village server. Martin stated there have been a few glitches in HVAC room occupancy scheduling.

Outstanding interior items include touch-up painting and deep cleaning. Martin also stated that the DPW staff is organizing the building as time permits and that due to the pandemic, the facility may be utilized for voting in November.

- 3.2 2020 Road Program- Martin provided an update on the project progress and presented pictures. Paving of all three streets are now complete and outstanding items include pavement marking, shouldering, and landscape restoration. Martin stated that he has received two (2) claims of damage to driveways, but after investigation and inspection, he has denied these claims.
- 3.3 2020 Road Maintenance Report- Martin reported on year to date road maintenance performed by DPW.

Material	Quantity as of 06/18	Quantity 06/19 to 08/20	Quantity Year to Date
Cold Patch	13.0 Tons	0	13 Tons
Concrete Patch	26 Bags (1,300 lbs.)	30 Bags (1,500 lbs.)	56 Bags (2,800)
Hot Mix	16.28 Tons	27.43 Tons	43.71 Tons

- 3.4 2021-2023 Refuse Agreement – Existing contract expires 12/31/2020. On 07/27/2020 Director Martin received an extension proposal from Advanced Disposal. Advanced offered two (2) options: a 3-year or 5-year extension. The extensions provide the same level of service currently in place with no fuel price provision, but has a provision for an annual adjustment based upon the values of recycling materials. Martin reviewed the options and spoke with representatives from area collection companies. On 8/3 Martin presented the proposal to the Committee of the Whole (COW) and recommended that the COW accept the 5-year proposal. After some discussion, the COW recommended to the Board of Trustees to approve the 3-yr proposal. Martin reviewed his analysis and presented additional information concerning the subject. The tables below summarize the Advanced Disposal proposal.

3-YEAR	2020	2021	2022	2023
\$/Month/Home	\$13.66	\$13.86	\$14.15	\$14.45
Annual Cost/Home	\$163.92	\$166.32	\$169.80	\$173.40
Annual Change (%)		1.46%	2.09%	2.12%

5-YEAR	2020	2021	2022	2023	2024	2025
\$/Month/Home	\$13.66	\$13.73	\$14.01	\$14.29	\$14.57	\$14.87
Annual Cost/Home	\$163.92	\$164.76	\$168.12	\$171.48	\$174.84	\$178.44
Annual Change (%)		0.5%	2.04%	2.00%	1.96%	2.06%

Commissioner Mesec stated that he questioned the choice made by the Committee of the Whole. Martin stated it is their decision and is working with Advanced on the final contract language. When completed, the final contract will be presented at an upcoming BOT meeting.

#### 4.0 PROJECTS-

- 4.1 South Forest Park Drive Drainage- No report.
- 4.2 Allenwood Ln and Brookside Drive Sanitary Sewer- No report
- 4.3 2021 DPW Patrol Truck Replacement- On 08/07 Martin met with sales rep from International Truck to discuss specs, features, industry trends, scheduling, etc. Martin is working on completing specs for issuance of an RFP.

- 4.4 Collapsed Culvert / Haleco Ln and Forest Home Frontage Rd – Martin stated that DPW was alerted to a “sink hole” at the above intersection. DPW inspection revealed a 24” equivalent CMP collapsed between two (2) catch basins. Martin presented pictures of the culvert location and condition. Martin received and accepted a quote for \$6,900 from Wanasek Corp (Burlington, WI). Martin is working on a notification letter to send to residents affected by the temporary road closure. It is anticipated that the repair can be made in one day.
- 4.5 2021 Budget – Martin stated that completion of the 2021 budget in a timely fashion is his main priority. Martin reviewed some of the tasks required to develop the three (3) budgets assigned to Public Works.
- 5.0 NEXT MEETING-** Thursday September 17, 2020, 6:30 p.m., at the Village Hall.
- 6.0 ADJOURNMENT-** Motion (Mesec, Fritz) to adjourn the meeting at 7:47 pm.; unanimously approved.

Respectfully Submitted,

Commissioner A. Fritz