

**MINUTES OF THE MUNICIPAL SERVICES COMMITTEE MEETING HELD ON
DECEMBER 21, 2006 AT 9:30 A.M. IN THE SECOND FLOOR CONFERENCE ROOM OF
THE VILLAGE HALL, 1200 WILMETTE AVENUE, WILMETTE, ILLINOIS 60091**

Members Present: Trustee Mari Terman, Chairperson
Trustee Alan Swanson
Trustee James Griffith

Members Absent: None

Staff Present: Brigitte A. Mayerhofer, Director of Engineering
Bill Dzialo, Engineering Assistant
Donna Jakubowski, Director of Public Works
Guy Lam, Street Superintendent

Chairperson Terman called the meeting to order at 9:33 a.m.

1. Approval of minutes of the October 10, 2006 meeting.

Motion by: Trustee Griffith
Second: Trustee Swanson
**Discussion: Trustee Terman asked for more information on the statement
in the minutes indicating that “typically contractors often
have to relay (street) bricks several times.”**
Action: Approved by unanimous voice vote

2. Water Service for the Dick Keefe Development

- Chair Terman introduced this issue and asked Ms. Mayerhofer for a brief summary. Ms. Mayerhofer described the information in the packet including a letter from Mr. Keefe regarding information on how he intends to serve his vacant lots south of Golf Terrace with water and sewer service. Ms. Mayerhofer indicated the Village Code requires new subdivisions to provide water service so that it “circulates” in order to provide reliable service and fire flow capability and good water quality. Ms. Mayerhofer described the location of the proposed loop and indicated the cost of looping the water main is approximately \$450,000. This is a costly project because there are several areas that require auguring the water main because of existing trees and the CTA tracks. There is public benefit with looping the water main because the existing dead end main on Golf Terrace could be eliminated and increased in size to improve fire flow. She concluded by saying this is a long, complicated project because multiple easements are required from private home owners, the CTA and the Park District.
- Mr. Carter indicated he is representing Mr. Keefe and offered that his client is seeking relief from providing a looped water main. He believes the intent of the ordinance is that it applies to large subdivisions and not small, two-lot subdivisions. He said the cost of providing utilities to the properties in question is significant and looping the water main is cost prohibitive. Mr. Keefe would like to eliminate the

loop and provide a six-inch dead end water main down the private drive to serve the two homes. He stated that the role of obtaining easements is difficult and one the government should undertake. Lastly, he said if the current water condition on Golf Terrace was truly important to the Village, it would have been corrected some time ago.

- Chair Terman asked if the existing main on Golf Terrace impacted the fire several years ago. Ms. Mayerhofer indicated she spoke with the Fire Chief who said he would always like to see looped water mains and better fire flow. He said this area was not that different from other areas with poor flow in town. She also stated fire flow would improve by just increasing the size of the main.
- A discussion ensued concerning the private road that is necessary for Mr. Keefe to access to his properties. Mr. Keefe indicated that 20-feet of the CTA right-of-way is being purchased and the remaining 7-feet will be in an easement. The length of the road is approximately 400-feet. The width ranges from 16-feet to 20-feet and parking will not be allowed.
- Ms. Mayerhofer asked Mr. Keefe if his buildings will have fire suppression, to which Mr. Keefe indicated they would.
- Trustee Swanson analyzed the financial impact of Mr. Keefe's base condition which is to build a six-inch dead end water main. He surmised that there is significant cost to building the main, providing hydrants, building a by-pass (compound) meter etc. He stated that if the Village decides to loop the water main, at a minimum, Mr. Keefe should be responsible for contributing the equivalent cost of building the six-inch dead end main. Trustee Swanson concluded by suggesting a looped water main is a better engineering solution that also has public safety benefits.
- Trustee Griffith asked Ms. Mayerhofer if the main on Golf Terrace could be extended to the south. Ms. Mayerhofer indicated this option would not have any public benefit to the Golf Terrace residents. Trustee Swanson concluded a southern extension would be a private solution and it is likely that the residents would not voluntarily allow easements across their properties. If it is a public project to loop the main, the home owners may be more willing to grant easements to the Village.
- Chair Terman asked for clarification on whether the existing water main on Golf Terrace would be replaced if the loop were to be built, to which Ms. Mayerhofer indicated it would be replaced and increased in size. Ms. Mayerhofer clarified that there are also 15 water services that would be replaced to the buffalo box in addition to the water main.
- Trustee Swanson suggested that if the residents of Golf Terrace did not want to grant easements, then the north/south portion of the loop could be moved to the west along the private road. This option would have less public benefit and cost approximately the same.
- Chair Terman asked what the most expensive cost of creating a loop is to which Ms. Mayerhofer indicated auguring under the tracks is quite expensive.
- Chair Terman asked Mr. Keefe what currently exists on the property, to which he replied open space with grass and trees.

- Trustee Swanson suggested and Ms. Mayerhofer agreed that it may not be necessary to auger as much as shown on the drawings. Ms. Mayerhofer indicated that the costs provided are very conservative.
- Trustees Griffith and Swanson asked what the base condition cost is, to which Ms. Mayerhofer indicated between \$50,000 and \$60,000.
- Mr. Keefe asked if he could extend the main to the south from Golf Terrace if he could get the easements. Trustee Swanson stated that option is not desirable and that his letter indicates he wants to build a new main from Maple Avenue.
- Mr. Carter indicated that the cost of bringing utilities to the property will exceed \$100,000. Trustee Swanson stated the storm and sanitary services are not germane to the discussion about water.
- Ms. Mayerhofer asked if they considered running their storm sewer to the east with an outflow to the North Shore Channel, rather than connecting to the combination sewer on Maple Avenue. Mr. Keefe stated the golf course and MWRDGC wanted too much money to make that a viable option.
- The discussion concluded with Chair Terman asking for more information on the public benefits and also suggesting staff speak to the residents on Golf Terrace.
- Trustee Griffith asked if we know of any problems with water pressure on Golf Terrace. Ms. Mayerhofer indicated she did not. It was suggested that the residents may participate with replacing the water main. Ms. Mayerhofer indicated she couldn't think of a situation where residents contributed toward the cost of replacing the water main.
- Trustee Swanson agreed that a cost versus benefit analysis is necessary to determine if this is a project that can be supported by the Committee.
- Mr. Carter stated that his client wants to move forward with building the homes in 2007 and the complexity of the water project is such that it will likely take several years to budget, permit and build. He stated they will be looking to build a temporary six inch main to serve the homes in the interim that could then be abandoned at such future date as a looped main becomes available.
- Chair Terman emphasized that Mr. Keefe's cost participation is critical because the discussion of a public investment is ultimately driven by a private initiative. She also stated that there are precedent and policy implications if the Committee chooses to provide relief from requiring a circulating or looped water main.
- Trustee Swanson indicated he would also need more information on the impacts of allowing a single dead end service.
- Mr. Carter asked if this discussion could be brought to the Village Board for a decision. The members of the Committee agreed that it is premature to bring this to the full Board without further review.
- Staff will provide additional information for another meeting in January.

3. 65 Gallon Recycling Container Program and Recycling Participation in Multi-Family Buildings

- Ms. Jakubowski introduced this discussion by indicating the Village Board reviewed the proposal to use 65-gallon containers for recycling instead of the individual bins two years ago. Originally, the cost to transition to the large containers was \$.70 per month per unit for a total of \$407,862 over the life of the five year contract. At

that time, the Village Board decided not to pursue the larger containers. The current cost to use the 65-gallon containers has dramatically risen to \$3.36 per unit for a total annual increase of \$342,720 or a total five year cost of \$1,713,600 which requires the existing contract to be extended for an additional two years. Ms. Jakubowski briefly discussed Winnetka's experience which has not shown an increase in volume of recyclables since they began using the 65 gallon containers.

- The Committee discussed Wilmette's participation in the recycling program. Trustee Swanson suggested he thought the modest increase was appropriate and his perception is that Wilmette's participation is very good. He suggested many people have more than one bin. He is not surprised by Winnetka's results because the bins are easier to use and more convenient than the larger containers.
- Trustee Griffith stated he is not ready to recommend the 65-gallon containers because the costs are too prohibitive. He would, however, like to continue to pursue this option with our contractor.
- The Committee discussed the likelihood of having double digit increases in volume of recyclables with the 65-gallon containers. While there is not any data on how many residents have multiple bins, it has been observed by many of the Committee members that many homes use multiple bins.
- Chair Terman asked if the 65-gallon bins would be used for just recycling to which Ms. Jakubowski indicated they would be. She thanked the Department for providing the detailed data. Lastly, she acknowledged that the proposal from the provider is so bad this may be an opportunity to go out for bid. Ms. Jakubowski indicated that in general their service is very good, with the exception of the yard waste program that suffered this year. An option to use the 65-gallon containers will be included in the bid documents when the Village rebids this contract in 2009.
- Trustee Swanson speculated collection costs should be less with the use of the 65-gallon containers, because there is less labor involved.
- The next discussion of mandatory recycling for multi-family dwellings was introduced by Guy Lam. Mr. Lam state that of the 45 multi-family buildings, 25 are covered by the Village's refuse contract and the remaining 20 have private refuse contracts. He provided statistics that indicate there is 80-percent participation for all of the 45 buildings. Mr. Lam referred to an ordinance in Arlington Heights which requires mandatory recycling.
- Trustee Griffith asked if there were some conclusions that could be drawn from the buildings that have lower recycling rates.
- Ms. Jakubowski indicated that when the Finance Committee reviewed this, they allowed multi-family dwellings to continue receiving recycling service under the Village's contract as an incentive. She stated there are existing operational and physical challenges with making recycling mandatory for all multi-family dwellings.
- Trustee Swanson stated the added cost of recycling should be offset by savings in waste hauling. Trustee Griffith suggested placing the 65-gallon containers in the common areas.
- Chair Terman suggested and the Committee agreed that all new developments should be required to provide the physical facilities for recycling.

- The Committee concurred that they would like to see mandatory participation in the future for existing facilities and new development. In the interim, staff will arrange meetings with all of the facilities to encourage voluntary compliance.

4. Review Maintenance of Traffic Plan (Detour routes) for the Sheridan Road Project

- Ms. Mayerhofer explained that the Sheridan Road reconstruction project will begin next fall. In addition to the roadway improvements, a new water main, combination sewer and separate storm sewer will be constructed, as well as all of the services that connect these utilities from the main line to the property line. In order to provide safe work zones and adequate clearance for traveling vehicles, it will be necessary to detour one lane of traffic during the majority of the construction process.
- The proposal is to reconstruct Sheridan Road in two sections: south of Lake Avenue and north of Lake Avenue. One northbound traffic lane will be available during the majority of the project. Most of the detour routes were chosen because of their classification as either arterial or collector streets. The primary detour routes are 10th, Wilmette, Lake, 4th and Isabella Street.
- A discussion concurred regarding whether or not parking should be eliminated on certain stretches of 4th Street.
- Trustee Swanson suggested there may be a conflict with stage II where there are two detours which converge at the Lake / 4th and Sheridan Road intersection.
- Chair Terman asked how long the intersection of Lake Avenue would be under construction to which Ms. Mayerhofer indicated four to six weeks.
- Ms. Mayerhofer mentioned that the City of Evanston has expressed some concerns with using Isabella as the southern detour route and has asked the Village to use Maple instead. She stated the Village has many solid reasons why Isabella is the logical detour route which will be presented to a Committee of Evanston constituents in the near future.
- Chair Terman asked if the construction along Sheridan at the former National Louis site was going to be a conflict to which Ms. Mayerhofer indicated it would not be.
- The Committee discussion concluded with general concurrence of the detour routes proposed.

5. Second Review of Policy on Pedestrian Crosswalk Signs

- Ms. Mayerhofer indicated this was the follow-up review on the policy to establish the appropriate use and location for the pedestrian crosswalk signs. She indicated that per the Committee's direction, pedestrian and vehicular warrants have been added to the policy.
- Chair Terman asked if it was indeed state law that vehicles must yield to pedestrians in crosswalks, to which Ms. Mayerhofer indicated it was.
- The Committee made the following suggestions:
 - Change the fifth bullet under 3.0 Guidelines to read as follows: "Where possible, the sign shall be used as an in-street sign, not on the outside shoulder or in a parking lane. The sign itself shall not otherwise impede or obstruct any traffic movement."

- Add a statement indicating that school zones and school crossings are managed under different criteria specific to school crossings.
- Staff will make the suggested changes and present the final policy to the Village Manager.

6. Old Business / Pending Matters

- **None**

Motion to adjourn.

Motion by: Trustee Swanson
Second: Trustee Griffith
Action: Approved by unanimous voice vote.

The meeting adjourned at 11:44 a.m.

Minutes respectfully submitted by Brigitte Mayerhofer, P.E.