



1200 Wilmette Avenue  
WILMETTE, ILLINOIS 60091-0040

**MEETING MINUTES**

**MUNICIPAL SERVICES COMMITTEE OF THE VILLAGE BOARD**

**TUESDAY, FEBRUARY 10, 2015  
8:30 A.M.  
TRAINING ROOM OF VILLAGE HALL**

Members Present: Trustee Julie Wolf, Chair  
Trustee Alan Swanson  
Trustee Cameron Krueger

Members Absent: None

Staff Present: Michael Braiman, Assistant Village Manager  
Brigitte Berger, P.E., Director of Engineering Services  
Jorge Cruz, Assistant Director of Engineering Services  
Andrew Lazar, Meter Shop Supervisor

**I. CALL TO ORDER.**

Trustee Julie Wolf, Chair, called the meeting to order at 8:30 a.m. Committee members Trustees Swanson and Krueger were present.

**II. APPROVAL OF MINUTES; MUNICIPAL SERVICES COMMITTEE MEETING OF JANUARY 28, 2015.**

Trustee Wolf directed the Committee's attention to the draft minutes of the Municipal Services Committee meeting of January 28, 2015.

Trustee Swanson moved that the Committee approve the minutes. The motion was seconded by Trustee Krueger and approved by unanimous voice vote. **The motion carried.**

**III. PETITION FOR RESIDENTIAL STREET LIGHT ON THE 900 BLOCK OF HARVARD LANE**

Ms. Berger said the Village policy for requesting residential lighting requires that the request be submitted in writing and 80% of the residents with frontage to the

block, including corner properties, sign the petition. The area in question has 14 residents and 12 (86%) signed the petition, so this requirement has been met. The policy states that the Engineering and Public Works Departments must determine the feasibility of the request and cost of the project. The Engineering and Public Works Departments have determined that residential lighting can be added to this block of Harvard Lane. The preliminary estimate to install decorative street lights would be approximately \$38,000.

Trustee Swanson asked if there was lighting at the Lake and Harvard intersection.

Ms. Berger said there is intersection lighting only in the area, there is no other roadway or decorating lighting in the area.

Trustee Krueger asked if there was a pedestrian cut through at the end of Harvard where it backs up to the Mallinckrodt Park.

Mr. Pellegrino, 928 Harvard, said there is a pedestrian cut through at the end of Harvard.

Trustee Krueger asked if there would be any benefit from a safety perspective to installing a green light fixture in the area.

Mr. Pellegrino said he has concerns with children using the pedestrian cut through area when it is dark.

Ms. Berger said even if there is only one light installed at the top of the cul-de-sac, all the electrical infrastructure would have to be installed to provide power to the light pole.

Trustee Swanson asked if there were other cases where there has been lighting installed for pedestrians rather than streets.

Trustee Krueger recalled there was a street in Indian Hill that asked for green lighting.

Ms. Berger said the Municipal Services Committee supported decorative lights on Iroquois to provide consistency as the rest of the streets in Indian Hill had green lights. The request was added to the Capital Improvement Projects (CIP).

Trustee Krueger said he would support the request assuming there is money available in the budget.

Trustee Wolf asked if the request is submitted to the CIP what year would the request be considered in upcoming budgets.

Ms. Berger said the request would be added to the CIP to be placed in the budget in approximately five years.

Trustee Swanson said the Village has a policy for residents to follow regarding the installation of street lights and once they follow the policy then there is a waiting period to place it in the budget which he finds a little difficult.

Trustee Wolf said she agrees with Trustee Swanson but there are many requests in the CIP that are still waiting to be granted due to funding.

Ms. Berger said she has a concern about setting precedent because if this request is approved the door is open for the entire west side to request the exact same thing which would cost millions of dollars in additional cost.

Trustee Wolf asked if they could request lighting from the Park District for the pedestrian area in Mallinckrodt near Harvard Lane.

Ms. Berger said she would check with the Park District to see if they would be willing to entertain a light on their property.

Trustee Krueger moved that the request be placed into the CIP process with three or four lights. The motion was seconded by Trustee Swanson and approved by unanimous voice vote. **The motion carried.**

#### **IV. CROSS CONNECTION CONTROL PROGRAM**

Ms. Berger said the backflow prevention program goal is to ensure compliance with regulatory requirements for the IEPA and the safety of potable water. A compliant and successful backflow prevention program must consist of the following:

- Residential and Commercial Cross-Connection Control Devices Monitoring
- Cross-Connection Control Survey of the Distribution System
- Commercial/Industrial Connections Inspections

Ms. Berger said due to staff retirements, turnover and reduction and the additional work load due to increased collections in the workload, the backflow prevention program is lacking in residential monitoring, survey distribution and commercial inspections. In order to ensure compliance with regulatory requirements and the safety of potable water, staff has provided three options for

the committee to consider in their report. Ms. Berger said staff is recommending the option to subcontract the administration of the annual testing of the cross connection control devices. The cost to the Village is \$495 annually to enroll. The plumber is charged a filling fee of \$12.95 per device by the company. This charge will likely be passed through to the residents/businesses.

Trustee Wolf noted that subcontracting has worked well for other communities as stated in the report.

Trustee Swanson moved to approve the subcontracting of the administration of the annual testing requirements of the cross-connection control devices to a third party. The motion was seconded by Trustee Krueger and approved by unanimous voice vote. **The motion carried.**

## **V. LOCUST ROAD RIGHT-OF-WAY**

Ms. Berger said there is no action requested on this item. The purpose of this discussion is to update the Committee on the Phase I study for Locust Road. In 2012, the Village received a federal Surface Transportation Program grant from the North Shore Council of Mayors for the reconstruction of Locust Road from Lake Avenue to Wilmette Avenue. The Phase I contract to Christopher B. Burke Engineering Ltd. Was awarded in May of 2014 for \$80,284. Phase I studies are not eligible for grant funding therefore the Phase I contract is funded by the Village.

The proposed improvements include pavement and curb & gutter reconstruction, sidewalk widening and ADA compliance and enhanced crosswalks. In addition, based on the number of water main breaks on Locust Road, staff recommends replacing the water main as part of the reconstruction project. The water main replacement will be locally funded and discussed as part of the CIP and budget meetings.

During the Phase I study two items arose that warrant discussion. The first issue is related to right-of-way and the second is the intersection of Lake Avenue and Locust Road.

Trustee Wolf asked if there would be any considerations for bikes.

Ms. Berger said Christopher B. Burke Engineering hired a sub consultant and they determined that since there is no logical bike path on Lake Avenue or Wilmette Avenue to connect to, they did not feel a bike route was necessary on Locust Road. The consultant did observe that the majority of the kids walked or rode their bikes to school on the sidewalk on the east side of Locust Road. The

sidewalk will be widened to 8' to give the students more room.

Ms. Berger said the subdivision survey shows that thirteen parcels along this stretch of Locust Road are not dedicated to the standard width of 80 feet, resulting in portions of the public sidewalk on private property. As such, property acquisition or permanent easements are required. Staff anticipates that the parcels will be dedicated to the Village and a surveyor has been hired to prepare the Plats of Dedication.

Ms. Berger said the accident analysis shows a total of 36 accidents the past 6 years at the Locust Road/Lake Avenue intersection; 29 of the accidents were left turning or rear-end collisions. It is estimated that approximately half of these collisions could be eliminated with the addition of left turn lanes on Lake Avenue. Lake Avenue is under the jurisdiction of the Cook County Highway Department. Staff sent the Superintendent of Highways a letter requesting their input on the level of intersection improvements they would support and is currently waiting for their input. It should also be noted that at the public open house held last fall to discuss the project, the residents who attended were pleased with the concept of adding left turn lanes on Lake Avenue.

The Committee discussed the intersection improvements and the consensus was that the improvements are needed. Ms. Berger will keep the Committee updated as the project moves along.

## **VI. NEW BUSINESS**

Ms. Berger said NICOR has a major construction project planned in Wilmette. She has set up a meeting with them and once she has more information, she will update the Committee.

Trustee Wolf asked if Ms. Berger would provide an update on upcoming projects and funding.

Ms. Berger said there are Federal funds available through the Federal Surface Transportation Program and the Village will be requesting funding for resurfacing Green Bay Road, improvements at Lake Avenue and Skokie Boulevard, and a Wilmette Avenue/Glenview Road resurfacing/bike path project.

Ms. Berger said as a follow-up to the stormwater meeting the previous week, staff has asked Christopher Burke Engineering for a proposal to explore the Glenview connection a little further and to look at surface detention at Community Playfield. She is also asking Burke for a proposal to expand the surface storage to the right-of-way limits for the 10-year event. These proposal will be reviewed at a future MSC meeting.

## VII. ADJOURNMENT

Trustee Wolf asked for a motion to adjourn. Trustee Krueger moved to adjourn the meeting. The motion was seconded by Trustee Swanson. No further discussion occurred on the motion. Voting yes: Trustee Wolf, Trustee Swanson and Trustee Krueger. Voting no: none. **The motion carried.**

The meeting was thereafter adjourned at 9:54 a.m.

Minutes Respectfully Prepared by Barbara Hirsch.