

## **PUBLIC WORKS COMMITTEE MINUTES**

**March 19, 2018**

Chairman Fridly called the regular meeting of the Public Works Committee to order at 5:30 pm.  
Members present: Dan Barber, Scott Fridly, Cory Magnus, Jodi May and Don Self  
Staff present: Jean Carlson, Tricia Diduch, Arianne Honkamp and Corine Hughes  
Absent: Mayor Adams & Kevin Bunge

Motion by Mrs. May, second by Mr. Magnus to waive the reading of and approve the minutes of March 5, 2018. All ayes. Motion approved 3-0.

### **PUBLIC COMMENT**

Marilyn Mohring and Don Sonneson, members of the Rockton Township Historical Society, spoke with the Committee about their issues/concerns with the cul de sac that IDOT completed near their building for the Highway 75 project. Mrs. Mohring brought pictures and explained that the cul de sac is a sub-standard cul de sac and that it makes it difficult to maneuver vehicles and park. Mrs. Mohring also said that emergency vehicles would have a hard time accessing the cul de sac if there was an emergency. Mr. Barber stated that when he spoke with IDOT they had talked about installing a hammerhead in that location. Mrs. Mohring said that she is aware that this is an issue with IDOT, but that she was hoping that the Village can apply some pressure to the state to get this remedied. Mr. Magnus stated that he could talk to the police department and have the cul de sac marked as "no parking". Mr. Fridly advised Mr. Barber to speak with the state about this at their next meeting and get back to the historical society.

### **VILLAGE ENGINEER – KEVIN BUNGE**

Village Engineer Kevin Bunge was absent. A copy of his report is on file with the Village Clerk's office. Mr. Fridly stated that there weren't many changes to the engineering report, but that the Committee needs to make a decision soon about Rockton Road and what they are going to do. Mr. Barber asked if they could throw in road patches with the bid for Rockton Road as well. Mr. Magnus advised that a portion of this would be coming out of MFT funds.

### **MAYOR - DALE ADAMS**

None.

### **WATER, SEWER, & GARBAGE – SCOTT FRIDLIDY**

Ms. Carlson spoke with the Committee about a water bill adjustment for 96 Autumnwood Drive. Ms. Carlson explained that the homeowner was out of town and that his son was supposed to be checking the home for him. Ms. Carlson noticed that the water usage was 134,000 cubic foot for the quarter and normal usage for the home is 600 cubic foot. Ms. Carlson stated that there was an issue with the water softener and that the water was going right from the broken water softener into the sewer and that there was no damage to the residence, therefore, his insurance company wouldn't cover anything. Ms. Carlson advised that his water bill was \$5, 371 and that if the Committee didn't adjust his water bill that he would be in to pay it before he received a penalty. The Committee agreed that Ms. Carlson could offer the homeowner a payment plan with no penalty charges applied.

Ms. Carlson also spoke with the Committee about uncollectable water bills. Ms. Carlson explained that the properties in question were taken over by realtors and they never advised when the property was sold. Ms. Carlson said that the collection company has not been able to get a response and collect the funds and that she was told that Key Realty was no longer in business. Ms. Carlson provided the addresses and amounts of the uncollectable water bills. Mr. Barber stated that these have to be dismissed individually (address and amount) at the Village Board meeting and that they cannot be lumped together. The Committee was okay with this.

## **STREETS AND WALKS – CORY MAGNUS**

None.

## **BUILDINGS AND PARKS – JODI MAY**

Mrs. May stated that there are two blanket purchase orders up for approval at the Village Board meeting later in the evening. Mr. Self explained that the purchase orders are for \$1,000 and that he purchases fertilizer from Mastblend International and that Gold Medal Products is for concessions at the pool. The Committee was okay with this.

Mrs. May advised the Committee that she was going to remove the approval for the fireworks display for OSD until the entire special events application is submitted. The Committee was okay with this.

## **PUBLIC WORKS – DAN BARBER**

Mr. Barber stated that the new Public Works building is getting there, but that he won't be out of the old building completely. Mr. Barber advised that they are working on the security system, gas pumps and fire system. Mr. Barber added that N-Trak has to finish seeding the area.

Mr. Barber stated that he spoke with Mayor Adams to approve hiring a part-time Water Clerk Assistant and placing an ad to see if there was any interest. Mr. Barber explained that Ms. Carlson will need help when the Village goes to monthly billing in June and that the position would be 40-60 hours/month. Mr. Barber said that Ms. Carlson would need more help the last two weeks of the month and that whomever Ms. Carlson trains could possibly be her replacement when she retires. Mr. Barber stated that he would like this person to begin training in May. Mr. Fridly asked if there was anything that the computer software program could do to help with this process. Mrs. May advised that she will not approve another employee unless the software program won't work for this process. Mr. Fridly stated that he would like Ms. Hughes to get a hold of Civic, the computer software provider, and see if there is any way to make this process easier and possibly bill at different times of the month for different zones.

## **PARKS & RECREATION DIRECTOR – DON SELF**

Mr. Self stated that he spoke with Brian Hansmeier and that he will be combining the Hans Brew Fest and Oktoberfest events into one event on September 29<sup>th</sup> and that he will be submitting a special events application for the event when it is completed.

## **ANY OTHER BUSINESS ALLOWED BY LAW**

Ms. Hughes advised the Committee that she gave them a rough draft of the notice to send to residents explaining the monthly billing process. Ms. Hughes asked the Committee to review the notice and give her their thoughts. Ms. Hughes added that she looked into having a company print, fold and stuff the envelopes for mailing and that it would cost approximately \$900.

Mrs. May added that she would like a summer intern for Ms. Diduch and Mr. Self to help out with special events in the future. Mrs. May would like Ms. Diduch and Mr. Self to come up with a job description for this position.

## **ADJOURN**

Motion by Mrs. May, second by Mr. Magnus to adjourn at 7:17 pm.

Respectfully submitted,

Christina Stewart  
Village Clerk