

**MINUTES  
CITY OF DARIEN  
MUNICIPAL SERVICES COMMITTEE  
July 25, 2011**

**PRESENT:** Chairperson Joseph Marchese, Alderman Ted Schauer, Alderman Halil Avci, Dan Gombac-Director, Michael Griffith-Senior Planner

**ABSENT:** Elizabeth Lahey - Secretary

**OTHERS**

**PRESENT:** Alderman John Poteraske, John Galan

Chairperson Marchese called the Municipal Services Committee Meeting to order at 6:30 p.m. at City Hall - City Hall Conference Room, Darien, Illinois and declared a quorum present.

**NEW BUSINESS**

**A. Ordinance – 1041 S. Frontage Road, Great Dane Subdivision – Petitioner seeks approval of a Plat of Subdivision.**

Mr. Michael Griffith, Senior Planner presented the staff report. He reported that this is a plat to subdivide the City's Public Works Facility into two lots so that the portion that is splitting off can be sold to Great Dane.

Mr. Griffith reported that the PZC recommended approval. He stated that this request did not require a public hearing so there was no public comment. He reported that there will be a development plan in the future.

There was no one in the audience wishing to present public comment.

**Alderman Avci made a motion and it was seconded by Alderman Schauer that based upon the submitted petition and the information presented, the request associated with PZC 2011-07 is in conformance with the standards of the Darien City Code and move that the Municipal Services Committee recommend approval of the petition as presented.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**B. Resolution – Authorizing the Mayor and the City Clerk to execute a contract with North Suburban Asphalt Maintenance in an amount not to exceed \$56,700.00 for the 2011 Crack Fill Program.**

Mr. Dan Gombac, Director presented the staff report. He reported that this program has been in place for five years and is designed as a preventative maintenance at 3, 6 and 9-year intervals. He stated that staff has identified the targeted streets for this year and were submitted as

Attachment 1. Mr. Gombac reported that the total pounds are 42,736 and a 5% contingency for 2,264 pounds has been included in the total amount not to exceed \$56,700 for the 2011 Crack Fill Program.

Chairperson Marchese questioned why the cost from one vendor to the other is so extreme.

Mr. Gombac reported that the more expensive bid was not a company that Staff was familiar with and he did not consider them because the cost was so much more. He reported that North Suburban Asphalt Maintenance was the lowest bid and the proposed vendor has contracted with the City previously and has completed very satisfactory work.

Alderman Poteraske was in the audience and commented that the program does help extend the life of the pavement. Director Gombac agreed with Alderman Poteraske and added that the program is maintenance program that has been successful and is beginning to show the merits.

**Alderman Schauer made a motion and it was seconded by Alderman Avci to approve A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY CLERK TO EXECUTE A CONTRACT WITH NORTH SUBURBAN ASPHALT MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$56,700.00 FOR THE 2011 CRACK FILL PROGRAM.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

**C. Request – Street light installation at the corner of Warwick Avenue and Janet Avenue and Warwick Avenue and Walnut Avenue.**

Mr. Dan Gombac Director presented the staff report. He reported that this is a request to install two street lights: one at the southeast corner of Warwick Avenue and Janet Avenue and the 2<sup>nd</sup> street light at the northeast corner of Warwick Avenue and Walnut Avenue. Mr. Gombac reported that the petitioner, Mr. Woods secured signatures in favor of the street lights. He reported that staff confirmed that the residents approved the locations and there was no opposition. Mr. Gombac reported that the cost of the two aluminum light poles, wiring and installation is \$7,778.25. He reported that there is \$12,000 budgeted and the proposed balance of \$4,221.75. The petition stated that the area warrants a street light and will provide security and pedestrian/motorist safety.

Alderman Schauer questioned if there were any other requests for street lights.

Mr. Gombac reported that this is the first request for the current budget.

Alderman Avci stated that there are quite a few dark areas throughout the City that could require lighting. He questioned why the City is waiting for the residents to come forth and why the City is not more proactive prioritizing the installation of more lighting.

Mr. Gombac reported that in his experience there are some residents that do not want lighting because of the neighborhood. He stated that this has been a proven method of how to install street lights.

Alderman Avci stated that the City should be more reactive to the situation. He stated that he is not sure what the best solution is but that the City could assign a Citizen's Lighting Committee to come up with recommendations to address the areas that need lighting.

Mr. Gombac stated that staff could identify the dark areas throughout the City and provide an inventory. He stated that this could be presented back at the budget workshop and possible inclusion under capital projects.

Chairperson Marchese stated that he agreed that this was a legitimate concern.

Mr. Woods stated that since the stop signs were taken down at Walnut Avenue and Warwick Avenue, people fly through the intersection. He stated that the addition of the street light will light up the area and would provide security and pedestrian/motorist safety. Mr. Wood questioned if the yield sign at Warwick and Janet could be made bigger and move it closer to Janet.

Mr. Gombac stated that pending approval of the street lights by the City Council the City would replace the yield sign to a standard under the traffic control manual.

Mr. Wood further commented in response to Alderman Avci statement that there are corners in Brookhaven that are pitch black even with the limited coach lights that exist within residents private properties.

Chairperson Marchese stated that this topic can be added during goal setting.

Alderman Schauer stated that the petition system in place works.

**Alderman Schauer made a motion and it was seconded by Alderman Avci to approve two street lights at the southeast corner of Warwick Avenue and Janet Avenue and at the northeast corner of Warwick Avenue and Walnut Avenue in an amount not to exceed \$7,778.25.**

**Upon voice vote, THE MOTION CARRIED unanimously 3-0.**

Mr. Gombac reported that this would be placed on the agenda on August 1, 2011 City Council Meeting.

#### **D. Discussion – Ditch Rating System**

Mr. Dan Gombac, Director presented the staff report. He reported on the current practice for the Ditch Maintenance Projects. He reported that the ditch drainage projects started in 2006 and there are 29 miles of ditches of which 4.1 miles have been completed. Based on the current

practice it has been estimated that all the ditches would be completed by 2024. Mr. Gombac reported that the ditches are compared to a curb and gutter system as they both convey storm water to strategic locations.

Mr. Gombac reported that there was a lack of oversight when the rural areas were built and drainage pipes were installed. He stated that one of the goals is to target ditches in conjunction with the road program and redo the entire ditch from block to block.

Staff had prepared and presented a new point rating system to rate ditches which would define which ditches were the highest priorities. The proposed system would supersede the current practice of the maintenance of the ditches.

Mr. Gombac reported that the rating system conducted a review of three ditches located on Gale Avenue, High Road and Sunrise. The negative effect of the proposed rating system is that the roads would not be completed as scheduled due to rating. Mr. Gombac informed the Committee that the current practice for ditch maintenance is initiating the ditch projects prior to the year of the road being resurfaced.

Alderman Avci stated that we are trying to pick the ditch projects that are priority and bring in the weighting factor later.

Chairperson Marchese questioned where does subjectivity end and objectivity start. He stated that staff came up with something similar for the roads and it has shown that it works.

Alderman Schauer questioned if staff has rated the entire ditch system.

Mr. Gombac reported that the entire ditch system has not been rated under the proposed rating system due to recent crafting of the rating system report. He stated that his goal was to present a trial review of three ditches that the Committee has been informed of through drainage complaints. He further stated that it would take a couple months to review the ditches and put the rating system in place.

Alderman Schauer commented that he was in favor of the proposed system and understands the effect of the current practice of continuing to maintain ditch projects prior to year of the resurfacing.

Alderman Schauer stated that the system is good but commented the 1st criteria regarding the weight of the road in comparison to the other objectives.

Alderman Avci suggested looking at the objectives and developing criteria. He suggested that weights be assigned to the criteria and an aggregate score be calculated for each ditch project by multiplying the score and the weight for each criterion and then summing the results over all the criteria.

Mr. Gombac stated that his goal is so that residents can see it unilaterally and understand a rating system without not giving them the mathematical equation.

Chairperson Marchese stated that the weighting does not rule out subjectivity. He stated that we need to make it simple for people to understand.

Director Gombac stated there always would be subjectivity and he has requested that the Superintendent and the Foreman complete independent reviews of the three ditches and then he would evaluate and present the findings as presented.

Alderman Avci recommended a weighted criteria system to be developed and volunteered to work with Staff on the development. The Committee agreed to the suggestion and the item would be introduced to the Committee at the next regularly scheduled Committee meeting in August.

#### **E. Discussion – Mechanic Position**

Director Gombac informed the Committee that Staff was currently reviewing the full time mechanic position due to recent retirement of Matt Coulman. Scott Coren has been discussing options with the Village of Downers Grove and the Darien Woodridge Fire Department for fleet services. The Staff will be presenting a detailed report by September. The Staff is sensitive to timely repairs and especially during the snowplow season.

#### **F. Minutes – July 5, 2011 – Municipal Services Committee**

Alderman Schauer made a motion and it was seconded by Alderman Avci to approve the July 5, 2011 Meeting Minutes.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

### **DIRECTOR'S REPORT**

#### **a. Development Review Process**

Director Gombac provided a protocol report regarding Development Review Process to the Committee. There were no questions or comments.

#### **b. Salt Storage billing summary**

Director Gombac provided a detailed report for the expenditure of the Salt Building. Mr. Gombac informed the Committee that the cost was \$218,017.00 and under budget of the funded \$220, 000. The Committee was pleased with the oversight and the facility.

### **NEXT MEETING**

Chairperson Marchese announced that the next scheduled meeting will be held on Monday, August 15, 2011 at 6:30 p.m.

### **ADJOURNMENT**

There being no other business before the Committee, Alderman Schauer made a motion and it was seconded by Alderman Marchese to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:55 p.m.

**RESPECTFULLY SUBMITTED:**

**APPROVED:**

---

**Elizabeth Lahey**  
**Secretary**

---

**Joseph Marchese**  
**Chairperson**

---

**Ted Schauer**  
**Alderman**

---

**Halil Avci**  
**Alderman**