

MEMORANDUM

TO: STAFF

**COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS**

FROM: Rich Nahrstadt, Village Manager

DATE: April 1, 2011

RE: STAFF BRIEFING

WEEK OF MARCH 28, 2011

ELECTRICAL INCIDENT

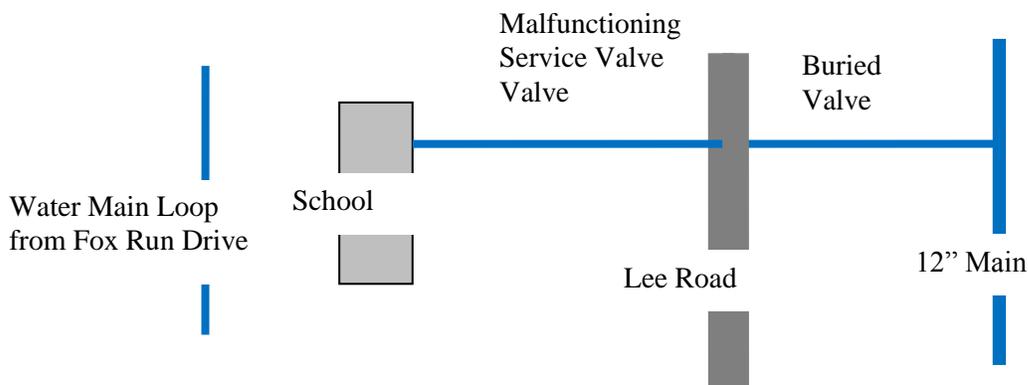
Thursday, March 31, paramedics were called to the area of the West Commuter lot for a possible electrocution. When arriving on the scene they found a ComEd employee that had come into contact with a high voltage line while doing repair work. Fortunately, the employee was conscious, alert and talking with the paramedics while they evaluated him. The patient was transported to Lutheran General Hospital for further assessment.

WATER TOWER UPDATE

Chicago Bridge and Iron, the contractor constructing the Village’s new water tower, installed the lower panels of the ball using a crane mounted on the tube. Construction and painting of the tower is on time and should be completed by August with final site work scheduled for mid to late October.

VALVE REPLACEMENT AT COVE SCHOOL

Last December, the troublesome service line to Cove School broke on the east side of Lee Road. The service valve for this school is on the west side of Lee, thus this break was “before” the valve. Because the break was flooding a back yard, Public Works had to shut down a portion of the 12” Lee Road water main until repairs could be made. Subsequent research of old drawings convinced staff that there was a valve on the service line at the 12” main which had been buried for many years. Last week Public Works located and rehabilitated this valve. At the same time the crew replaced the service valve on the west side of the road, which had been found to be malfunctioning. Thus, if the service line breaks again under Lee Road, the line can be isolated. In addition, because staff and the School worked cooperatively several years ago to loop the service to the school, repairs can now be made without shutting down water to the school. To locate and replace the valve, Public Works used the Department’s Vactor because underground communication cables were located directly above the valve and conventional excavation methods would have caused damaged and interrupted service to nearby residents. Work was completed over two days without the use of overtime.



BURGLARY TO MOTOR VEHICLE

On Sunday, March 27, at approximately 2:15 p.m., a patron’s car parked at the YMCA had the rear passenger side window broken and a purse removed. The purse contained currency, credit cards, checkbook and numerous personal items. An Evidence Technician processed the scene.

NORTAF MAJOR CRASH ASSISTANCE TEAM (MCAT) CALL-OUT

MCAT was called out on Thursday, March 30, to investigate a single vehicle crash resulting from a carjacking. The carjacking, involving domestic and possible drug related issues, began in Glenview, traveled through Evanston, Skokie and crashed into a brick sign near the intersection of Lincoln and Marmora in Morton Grove, resulted in two subjects being ejected from the vehicle. The victim of the carjacking had been freed prior to the crash. The driver of the vehicle suffered a broken neck and severed aorta. The female passenger remains hospitalized at Lutheran General Hospital. MCAT’s investigation is underway.

WEEK OF APRIL 4, 2011

MON.	4/4		No Meetings
TUES.	4/5		ELECTION DAY
		9:00 a.m.	Department Head Staff Meeting
		7:30 p.m.	Plan Commission Meeting – Terrace Room
WED.	4/6	7:30 a.m.	Ad Hoc Labor Relations Committee – Terrace Room
THURS.	4/7	5:00 p.m.	RFP District Meeting – Fire Station 11
		5:30 p.m.	Arts Commission Subcommittee Meeting – Terrace Room
		7:00 p.m.	Arts Commission – Terrace Room
		7:00 p.m.	Community Relations Commission –Library, Civic Room
FRI.	4/8	6:30 p.m.	The Friendship Foundation-Greenbriar – Board Room