

## MEMORANDUM

**TO:** STAFF

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

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** August 13, 2010

**RE:** STAFF BRIEFING

### WEEK OF AUGUST 9, 2010

#### REGULAR BOARD MEETING

The Board of Trustees held their regular meeting on Tuesday. Under the President's Report, Representative Karen May recognized and thanked Northbrook resident Seymour Lisnek for his meritorious service in the United States Army during World War II, and President Frum thanked Don Owen for his years of service on the Police Pension Board. The Board also reviewed Village Manager Nahrstadt's accomplishments for the past year, as well as his goals for the upcoming year. On consent, the Board approved a resolution for site improvement at 445 Skokie Blvd. The Board heard a report on downtown parking under the Planning and Zoning Committee Report. Trustees commented that while they are happy the resurfacing cost of the Metra parking lot is much less than what the budget cost was, they did not want to necessarily spend the difference in the immediate future. The Village Board reviewed a Preliminary request for Sprint and T-Mobile to relocate to the top and neck of the proposed new water tower. It was mentioned by Director Hamill that there are many different pieces to the water tower project because of the existing cellular tower and two carriers that currently locate on our property. A memo will be sent out next week to the Board highlighting the milestones of the project and future agenda items requiring their approval. The Board also reviewed a proposal for an asphalt plant at 1830 Old Willow Road. This item was sent to the Plan Commission. During the Public Works Committee Report, the Board again discussed how the new water tower should be painted. Four Trustees feel that the tower should have either the word "Northbrook" or a slogan painted on the tower facing the Edens Expressway.

The next regular meeting of the Board of Trustees is scheduled for September 14, as the second August meeting has been cancelled.

#### SENIOR SERVICES COMMISSION

The Senior Services Commission held a special workshop meeting on Thursday to discuss the expanded role the Commission will play in the future. This was in response to a directive from the Board of Trustees for the Commission to consider all issues pertaining to senior services in Northbrook, rather than just Crestwood Place.

President Frum and Trustee Spaniak attended the meeting; as well as new commissioner Liz Ganitopoulos and a social worker from the North Shore Senior Center, Holly Lichtman. The Commission discussed what programs are already offered in the community, both from the Village and from other organizations. Holly Lichtman described all the programs offered from her organization as well. The Commission decided that the first step to expand services is to conduct a thorough audit of the area senior services, and then conduct a survey of local seniors to find out what programs they would like to have. President Frum suggested that a master list of services be put together, as well as more information for seniors in the monthly Village newsletter. Trustee Spaniak suggested the Commission be creative in finding ways to fund any new programs. The next regular Commission meeting is scheduled for September 2.

## CLEAN CONSTRUCTION AND DEMOLITION DEBRIS ACT

The State of Illinois amended the Illinois Environmental Protection Act on July 30 to now require loads of soil and debris from road construction and utility work be tested for contaminants. The loads must be certified as uncontaminated by Physical Engineers before material can be disposed of at the disposal sites. A signed certification must be presented with each load.

Dumpsites that take this material for fill are beginning to require these certifications before material can be dumped, however Village operations have not been impacted yet. Staff is in the process of evaluating the best avenue to have debris certified and disposed of in accordance with this new law.

This legislation applies to private contractors and municipalities equally, at this time there are no exemptions. This has the potential to impact the Public Works Department's daily operations by adding engineering costs to all work performed by the department. The Northwest Municipal Conference is currently working with regulators in Springfield to better define what is considered a contaminant and how this legislation will impact municipalities. Additional information will be provided as it becomes available.

## NORTHBROOK DAYS FIRE AND POLICE DEPARTMENT ACTIVITY

Fire Prevention Bureau personnel, Command Staff, and Firefighter/Paramedics staffed close to 350 hours at this year's Northbrook Days to provide ride and safety inspections, Fire Life Safety Awareness information and Emergency Medical Support to our community. Bureau personnel staffed our Safety Display Trailer beginning Wednesday evening and continued throughout the weekend. In addition, Fire Department personnel staffed a Public Safety Education Booth and provided hand-out materials to over 1,000 visitors to heighten awareness of fire safety practices at home and the work place. Besides staffing the booth, trailer, golf cart, and MABAS Division 3's Communication Van, Fire personnel also worked closely with carnival management, Village electricians, and sub-contractors monitoring the amusement ride inspections, cable locations, electrical connections, and hazard mitigation both before and during the five-day event.

Fire Department personnel treated a dozen spectators during Northbrook Days for injuries which ranged from minor cuts and scrapes to fainting. Only one person was transported to the hospital from the festival. The Fire Department did assist with the evacuation of patrons from the Ferris wheel. The ride was repaired, inspected, and back in service in about 30 minutes.

The Police Department Community Relations Unit issued over 400 child ID cards to visitors stopping at their table. Information on department programs, safety literature and handouts were distributed to interested parties. The Police Department reports no out of the ordinary incidents resulting from the festival or the closure of Shermer Road which reopened on schedule for Monday morning traffic.

## NATIONAL NIGHT OUT

On Tuesday, August 3, National Night Out was held at the Park District's Meadowhill Pool. While the weather was excruciatingly humid and hot, the pool setting undoubtedly drew many spectators. An estimated count of more than 800 participants enjoyed the pool, demonstrations, raffle prizes and the dunk tank challenge.

## NORTH REGIONAL TASK FORCE MAJOR CRASH ASSISTANCE TEAM (MCAT) CALL-OUT

MCAT representatives responded to Glenview and Spruce Roads in Glenview for a vehicle versus squad car crash on August 8 at 6:16pm. Glenview Police Units were responding to the area for a reported hit-and-run crash. A Glenview Sergeant's squad car was struck when the offending vehicle violated a stop sign. The Sergeant suffered an injury to his arm. The offender was unresponsive with severe trauma, but as of this writing is expected to survive. The offender had a blood alcohol level above the legal limit.

### DUNDEE ROAD ACCIDENT

Thursday afternoon, August 12, firefighters and paramedics were called to the 600 block of Dundee Road where they found a car that had left the roadway, crashed through a fence, run over an empty children's pool and had come to rest against the house. The driver of the car was evaluated by paramedics and displayed no injuries and refused transport to the hospital. The incident was turned over to the Northbrook Police.

### BURGLARY / ATTEMPTED BURGLARY

A resident in the 2500 block of Windsor Lane returned home on August 7 at approximately 2:30am and found a rear, sliding door open and lights turned on in the home. He notified Police who responded and surveyed the home. Items taken include TVs and computer equipment. The homeowner is inventorying the house to determine what else, if anything is missing.

On Saturday, August 7, at approximately 7:30pm, a homeowner in the 600 block of Dundee Road reported to Police that unknown persons had attempted to gain entry to his residence. The house suffered a fire in April and is currently condemned. Although nothing appeared missing from the interior, the exterior meter box and 225 feet of copper wire were taken.

Both burglary sites were processed for evidence.

### CROSSING GUARD ANNUAL TRAINING MEETING

On Thursday morning, August 12, the Police Department Community Relations Unit held their annual training seminar for the Crossing Guards. All regular Guards were in attendance and most of the reserves. All crossings will be covered for this school year by returning, veteran Guards. The Guards were updated on new procedures and given a refresher course on safely crossing children.

### FIRE DEPARTMENT RESPONDS TO DRYER FIRE AT FIVE SEASONS

On Saturday, August 7, at approximately 7:15pm, the Fire Department responded to Five Seasons Country Club for an Automatic Fire Alarm. While en route a caller from the facility reported a dryer fire in the laundry room and smoke in the basement area. Upon arrival, fire companies found an activated sprinkler head in the laundry room that had extinguished the fire. Fire crews from Northbrook and the Glenview Fire Department were able to shut down the sprinkler system and assist the facility with clean up. The country club was able to continue their operations and the cause of the fire is currently under investigation by the Northbrook Fire Department. Damages are estimated at approximately \$5,000.

### GAS GRILL FIRE

Wednesday, August 11, firefighters were called to a home in the 2000 block of Glendale for a gas grill fire. On arrival, they found flames coming from the top of the grill's propane tank and impinging on the underside of the grill and the siding of the house. A hose line was advanced and the flames were extinguished. The tank was removed to a safe location while firefighters used a thermal imager to check the home and the area around the grill for any extension of fire. Losses are listed at \$2,300.

### NORTHBROOK EAST WATER MAIN PROJECT

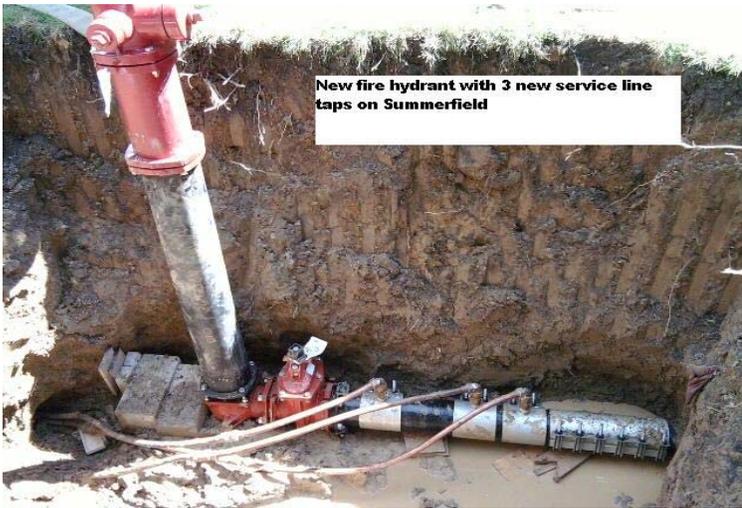
Trine Construction Company continued the installation of the new water main on Longaker Road this week. To date, the contractor has completed the installation of approximately 1,190 lineal feet of 8-inch water main, 4 line valves, 2 fire hydrants and approximately 25 water service saddles. The contractor has completed one-third of the project, which is still on schedule for an expected completion date in the third week of September.

## PFINGSTEN ROAD PROJECT

Installation of the new water main on Pfingsten Road has been completed. Final paving will begin on Saturday, August 14 and is expected to be completed by Monday, August 16. Temporary lane markings will be installed after paving and permanent markings by Friday, August 20.

## FIRE HYDRANTS REPLACED

Public Works staff replaced a non-operational fire hydrant on Summerton Lane and installed a 5-foot section of 6-inch water main adjacent to the hydrant to help fortify a weak area of piping that contains three 1" copper service lines.



## WEEK OF AUGUST 16, 2010

<b>MON.</b>	<b>8/16</b>		<b>No Meetings</b>
<b>TUES.</b>	<b>8/17</b>	9:00 a.m.	Department Head Staff Meeting – Terrace Room
			<b>6:00 p.m. Gig on the Green – Village Green</b>
		6:30 p.m.	Villas West Homeowners Association – Shermer Study
		7:30 p.m.	Plan Commission Meeting – Terrace Room
		7:30 p.m.	Committee of the Whole – Board Room
<b>WED.</b>	<b>8/18</b>	7:00 p.m.	4 <sup>th</sup> of July Association – Fire Headquarters, Station 11
		7:00 p.m.	Youth Commission – Terrace Room
<b>THUR.</b>	<b>8/19</b>	1:00 p.m.	Fire Pension Meeting – Shermer Study
		7:00 p.m.	Stormwater Management Commission- <b>Cancelled</b>
		7:00 p.m.	Environmental Quality Commission – Terrace Room
		7:00 p.m.	Eagle Scout Ceremony – Board Room
<b>FRI.</b>	<b>8/20</b>		<b>No Meetings</b>