

## MEMORANDUM

**TO: STAFF**

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

**FROM: Richard Nahrstadt, Village Manager**

**DATE: August 28, 2015**

**RE: STAFF BRIEFING**

### WEEK OF August 24, 2015

#### ICDC

On Tuesday, August 25, the Industrial and Commercial Development Commission held its regular meeting. The Commission unanimously recommended that the Village support the Class 6b application by Bell Flavors and Fragrances. The Commission also discussed its next steps regarding conducting its business visits. Staff also provided an update regarding Pace's ridership study in Sky Harbor. The next regular meeting is scheduled for Tuesday, September 22.

#### NORTHBROOK FIRE DEPARTMENT ASSISTS IN DES PLAINES HAZMAT INCIDENT

During the afternoon hours of Thursday, August 27, the North Maine Fire Protection District activated a Hazardous Materials Box Alarm at an unincorporated Des Plaines townhome on the 900 block of Harrison Street. Two Northbrook Hazmat technicians and one Chief Officer responded to the alarm. Regretfully, two people lost their lives in one of the homes. One additional person in the home was hospitalized in serious condition. Four Cook County Police officers were also taken to the hospital after suffering respiratory difficulty while attempting to rescue the victims. Northbrook's Hazmat Technicians filled vital roles in the response as the Hazmat Branch Officer and the Hazmat Safety Officer while the Battalion Chief was assigned as the Staging Officer. The initial suspected cause (a gas leak) was ultimately ruled out by Hazmat Entry Monitoring Teams. The exact cause of the deaths is under investigation by the Cook County Police and the Cook County Medical Examiner. Northbrook Paid-On-Call personnel provided station coverage during the incident.

#### TRUCK CAUSES POWER OUTAGE TO STRIP MALL

At 6:00am on Thursday, August 27, Northbrook Police and Fire responded to the 2800 block of Dundee for a report of downed power. Upon arrival, crews found a delivery truck had come in contact with the overhead power lines to the strip mall. Fire crews secured the area and isolated a gas leak also caused by the incident. The occupants of the truck were able to safely exit the vehicle once ComEd confirmed the power was shut down. Fire, Public Works and Police worked together to mitigate the problem and restore the situation to normal. No injuries were reported. At this time, ComEd has completed all necessary system repairs. However, individual businesses will need to finish repairs as well before power can be restored. Generators will be utilized onsite until such time as service is restored by their private contractors.



### NORTHBROOK FIRE DEPARTMENT TO REMAIN CODING COMPLIANT

On Thursday, October 1, 2015, the medical field is facing a substantial revision of their codes for reimbursement from insurance companies. At that time, the International Classification of Diseases (ICD) - the industry standard for classifying the diseases and health problems reported on vital records - will undergo a major expansion. In order for the Fire Department to remain compliant with industry practice, Administrative Clerk Maureen Morrissey has completed the Certified Ambulance Coder (CAC®) coursework offered by the National Academy of Ambulance Coding and has received the CAC designation. This will allow the Department to continue processing ambulance bills without interruption, and the Department congratulates Maureen on earning this certification.

### WALTERS/CEDAR INTERSECTION CURB EXTENSIONS PROJECT UPDATE

This week, Schroeder Asphalt, Inc. completed the removal and replacement of the asphalt pavement, and new pavement markings were applied. The project is now substantially complete, and all traffic control signage has been removed from site.

### SHERMER ROAD OVERFLOW PROJECT UPDATE

The Village's contractor, Berger Excavating, has completed the installation of the 72-inch storm sewer pipe along Illinois Road between the West Fork of the North Branch of the Chicago River and Lorenz Drive, which is approximately 600-feet. This included the 48-inch connection stub for the future sewer extension down Spruce Street.

At this time, work will temporarily stop in order for the Village to obtain an additional easement from the Northbrook Park District. During a recent exploratory excavation, the contractor identified unanticipated project conflicts with a crosstown water main and 60-inch storm sewer line. This easement will allow the Village to relocate the boring pit underneath the Metra/CPRR railroad embankment and to avoid these conflicts.



The storm sewer installation will then continue westward to the Shermer Road/Woodlawn intersection and will include tunneling underneath the Metra/CPRR tracks and open cut installation through the W.W. Grainger, Inc. property. Staff still anticipates the project will be complete by the end of November. When completed, the project will reduce flooding impacts along the Shermer Road corridor between Woodlawn Road and Illinois Road, Oak Avenue (Shermer Road to the railroad tracks) and the east end of the Citadel property.

### MISSIONBROOK SANITARY DISTRICT FORCE MAIN PROJECT

This week, Missionbrook Sanitary District's contractor, Apollo Trenchless Inc., began construction on the district's force main project. The proposed work includes the installation of 2,200 feet of PVC force main on the south side of Techny from Central to Stanley Field School and across to the north side of Techny, where it will discharge into an existing Missionbrook 12 inch sewer via a new manhole. All work will be done with directional drilling.

**WEEK OF August 31, 2015**

<b>MON.</b>	<b>8/31</b>	9:00 a.m.	<b>No Meetings</b>
<b>TUES.</b>	<b>9/1</b>	9:00 a.m.	Department Head Staff Meeting – Terrace Room
		2:00 p.m.	Police Pension Board - Police Headquarters
		7:30 p.m.	Plan Commission – Public Hearing – Northbrook Library
<b>WED.</b>	<b>9/2</b>	7:30 a.m.	Special Foreign Fire Insurance Board Meeting – Station 11
		7:30 a.m.	Special Board of Fire & Police Commissioners – Police Department
<b>THURS.</b>	<b>9/3</b>	7:00 p.m.	Arts Commission - Terrace Room
		7:00 p.m.	Community Relations Commission – Northbrook Library
<b>FRI.</b>	<b>9/4</b>		<b>No Meetings</b>
<b>MON.</b>	<b>9/7</b>		<b>Labor Day – Village Hall closed</b>