

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES - DEPARTMENT HEADS

FROM: Richard Nahrstadt, Village Manager

DATE: May 30, 2014

RE: STAFF BRIEFING

WEEK OF May 26, 2014

BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, May 27. The Board approved: a Resolution authorizing the purchase of a Police Department vehicle through the Northwest Suburban Purchasing Cooperative, a Resolution authorizing a contract with Isituform Technologies for sewer lining services, and an Ordinance granting a level III design review permit for wall signs and façade modifications to 1975 Cherry Lane for a new Advanced Auto Parts store.

The Board also discussed and approved the design of the NorthShore 770 gateway sign feature as well as contributions to community non-profit organizations and fees and regulations for mobile food service establishments operating within the Village.

The next Regular Meeting of the Board of Trustees will be on Tuesday, June 10.

STORMWATER MANAGEMENT COMMISSION MEETING

The Stormwater Management Commission met on Thursday, May 29. A resident provided a very detailed and thorough presentation on the problematic drainage history of the Northbrook Manor subdivision (area surrounding St. Norbert's). Since there are already three projects currently in the Master Stormwater Plan (Wescott Park Storage Facility, Shermer Road Overflow Sewer, and Northbrook Manor) designed to reduce flooding impacts for this area, the Commission recommended that the neighbors work together to complete a multi-property drainage improvement project as part of the Village's Private Property Drainage Improvements Reimbursement Program.

Over the course of the next few days, Village Engineer Paul Kendzior will assemble the information for the proposed Addendum #2 to the Master Plan and forward to the Village consultant, HLR, Inc., for a proposal. Three proposed projects that will be included are the Willow Creek Subdivision Local Storm Sewer Improvements, Wendy Drive and the First/Center block. Staff will review the proposal and a draft Resolution will be presented to the Board of Trustees for consideration. The next Commission meeting is tentatively scheduled for July 17. At this meeting, Village Engineer Paul Kendzior will present an update on the progress of the Master Plan projects.

POLICE DEPARTMENT ACTIVITIES

On Wednesday, May 28, the Police Department held graduation for 19 Northbrook residents who participated in this year's Citizen Police Academy. The eleven week program included a behind-the-scenes look at police work, focusing on topics such as police patrol functions and duties, criminal investigations and procedures, the Emergency 911 Communications Center, collection of evidence at crime scenes, police canine techniques, animal control, defensive tactics, and a ride-along with a Police Officer. The graduates were quite impressed with the program and offered suggestions on what the community could do for the Police Department and employees of the Village. The ultimate goal of this program is to strengthen the partnership between the Police Department and the community. Chief Wernick addressed the graduates and presented each participant with a certificate.



On Tuesday, May 27, Northbrook Police Canine Team, Officer Jon Salmi and Canine Jack, conducted a demonstration of narcotics detection, obedience and article searches at Wilmette Jr. High School. The students and parents had many questions about canine roles in police work and were quite impressed by Jack's abilities.

MEMORIAL DAY ACCIDENT REQUIRES ASSISTANCE FROM MULTIPLE AGENCIES

On Memorial Day at approximately 9:00 am, Fire and Police crews responded to a four car accident at the intersection of Dundee and Waukegan Roads. Upon arrival, Fire crews found one of the vehicles severely damaged with a single occupant trapped. (See photos below - after extrication.) Due to the patient's injuries, a Flight for Life helicopter was requested to the scene. Northbrook Police received assistance from multiple police agencies and Public Works crews to secure the intersection. The occupant of the vehicle was flown to a Level I trauma center in Park Ridge in critical condition and no other individuals required treatment or transport. The accident is currently under investigation by the Major Crash Assistance Team (MCAT).



VILLAGE DONATES SURPLUS AMBULANCE

On Friday May 23, the Northbrook Fire Department donated a surplus ambulance (all medical equipment was removed for reuse in Northbrook vehicles) to the Metropolitan Emergency Support Services (MESS). MESS is a non-profit organization that supports suburban emergency agencies during large incidents and training exercises by providing on site food and beverages to responders and occupants. The Village Board voted unanimously to donate the surplus “shell” vehicle, after approximately 16 years of operation within the Village. Chief Nolan presented the title for the vehicle to MESS Operations Chief Chuck Ugaste and they were extremely grateful for the donation. MESS plans to utilize this vehicle in the local area during large scale incidents.



FIRE CREWS LOCATE ROOF FIRE DURING ODOR INVESTIGATION

At approximately 10 am on Tuesday, May 27, fire crews responded to the 600 block of Landwehr for the report of a burning odor inside the office building. Upon arrival, the building had been evacuated and while conducting a search for the cause of the odor, crews identified smoke coming from the roof of the building. A small fire was extinguished on the roof as crews on the interior deployed tarps to protect contents from water damage. The cause of the fire appeared to be an electrical wiring problem to a rooftop air condition unit.



ASPHALT STREET RESURFACING PROGRAM

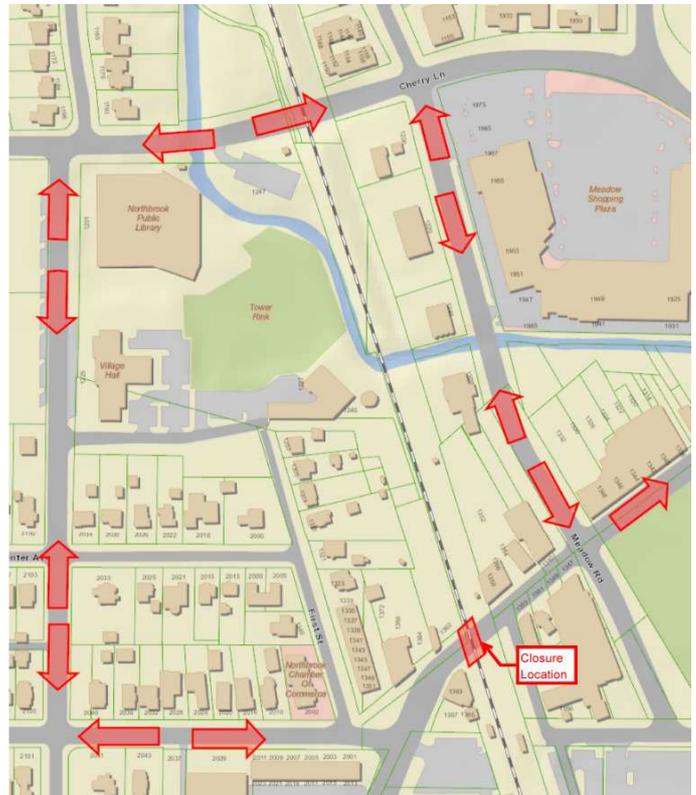
The Village’s annual asphalt street resurfacing program continued this week with the Village’s contractor, Peter Baker and Sons, installing the final layer of pavement throughout the Wildebrook neighborhood (see photo). Next week, the contractor will be completing the paving operation in the Wildebrook neighborhood and will start to remove and replace curbs throughout the rest of the project area. Residents that will be impacted by the upcoming work were mailed a notification earlier this week.



Information regarding the Asphalt Street Resurfacing Project, and all Village construction projects, including weekly updates and location maps, is available on the Village website at www.northbrook.il.us/constructionprojects.

SHERMER ROAD CLOSURE – CENTRAL BUSINESS DISTRICT

Metra will be performing track repairs and resurfacing of the crossing at Shermer Road in the central business district. Metra anticipates that this work will begin on Wednesday, June 11 and require a closure of the crossing until Friday, June 20. Local traffic will be detoured from Shermer Road to Walters Avenue to Cedar Lane to Cherry Lane to Meadow Road (see route map below). Metra will be posting signage informing residents of the closure ten days prior to the start of the work.



WEEK OF June 2, 2014

MON.	6/2		No Meetings
TUES.	6/3	7:30 p.m.	Plan Commission – Board Room
WED.	6/4		No Meetings
THURS.	6/5	7:00 p.m.	Arts Commission – Terrace Room
		7:00 p.m.	Community Relations Commission – Police Department Classroom
FRI.	6/6		No Meetings