

MEMORANDUM

TO: STAFF

COPY: VILLAGE PRESIDENT & BOARD OF TRUSTEES
DEPARTMENT HEADS

FROM: Rich Nahrstadt, Village Manager

DATE: January 28, 2011

RE: STAFF BRIEFING

WEEK OF JANUARY 24, 2011

REGULAR BOARD MEETING

The Board of Trustees held their regular meeting on Tuesday, January 25. On consent, the Board passed a resolution approving a combined plat of subdivision and an ordinance granting a special permit allowing for multiple principal structures for 400 Skokie Boulevard. Trustees also approved a contract with Jamerson and Bauwens Electric for the removal and replacement of lighting at the Police Department, and a resolution repealing the award for security improvements at the Village water facilities.

Under Preliminary Review on the Planning and Zoning Committee Report, the Board discussed the potential development of a senior living facility at the 1000 Sunset Ridge site. Trustees had concerns that the use would generate numerous calls for paramedic service, and will wait to hear the recommendations of the Plan Commission. During the Communications and Legislation Report, Trustees listened to the concession stand owner at the North Shore Ice Rink request a new class E liquor license. The Board voiced concerns about mixing hockey players and alcohol. The Trustees let the owner know that they are willing to consider granting the license as long as more controls over the service of alcohol is in place. The next Regular Board Meeting is scheduled for February 8, 2011.

INSTALLATION OF NEW DOWNTOWN SIGNAGE CONTINUES

New downtown directional and parking signage has been installed within the parking lots by Public Works staff. The Village will be installing signage in front of the West Commuter Parking Lot identifying it as an additional parking resource for the general public early in the spring.

WINTER WEATHER UPDATE

The Village received trace amounts of snow from weather systems that moved through the area on Monday, January 24 and Thursday, January 27. On January 24, the Public Works crews were called in to begin salting at 3:30 am and continued through the regular business day. A total of 36 hours of overtime was incurred for the storm on Monday. On January 27, crews began salting operations at 9:30 am and continued until 3:30 pm that afternoon, no overtime was incurred for this storm. In total 126.75 tons of salt were used during these operations.

WATER TOWER CONSTRUCTION UPDATE

The base of the new Huehl Road water tower has been installed as pictured below. Work on the transition from the base to the column is continuing. In conjunction with the construction of the new water tower, staff is preparing design drawings and contract specifications to install a new fiber optic line between the Public Works Center and the new water tower. An April 1st bid advertisement is anticipated along with a May 1st tentative start date. The estimated construction budget is currently \$50,000.



RECAP OF PUBLIC WORKS 2010 RECYCLING INITIATIVES

The Public Works Department recycles a variety of used materials generated through its operations and the operation of the Village's buildings. The Village also operates an electronic waste recycling program managed by Kent Figge, Village's Fleet Maintenance Supervisor. This program provides residents with a free electronics drop off site. In 2010, the Public Works Department recycled the following items and quantities thereof:

- Tires Recycled: 147 tires;
- Bulbs Recycled: 3,253 bulbs;
- Thermostats Recycled: 1 unit;
- Ballasts and Capacitors Recycled: 248 ballasts and 12 capacitors;
- Scrap Metal Recycled: 28,840 pound (roughly 14 tons);
- Used Motor Oil Recycled: 1,930 gallons;
- Volume of E-waste Recycled: 74,861 pounds (roughly 37 tons).

In addition to the environmental benefits from these initiatives, the Village netted credits from vendors in the amount of \$2,200 for these efforts. This figure does not include the economic benefit to residents by having a free electronics recycling program available and avoiding the cost to dispose of these items.

VEHICLE FIRE

Friday morning, January 21, firefighters responded to the intersection of Carlyle and Dundee Roads for a vehicle fire. On arrival, they found a 1999 Volkswagen Jetta with fire coming from the engine compartment. They advanced a handline and extinguished the fire. The vehicle owner stated that he had not had any problems with the car before the fire. Cause was listed as undetermined and loss due to the fire was listed at \$4,000.

SNOW RELATED ACCIDENTS

Saturday morning, January 22, during a light snow storm, firefighters and paramedics were dispatched to the 53 mile marker on the Tri-State Spur for a motor vehicle incident. A car had struck a guard rail but luckily there were no injuries at the scene. While they were on the scene of this incident, a second incident occurred just north of the first. Fire units moved to the second accident and checked for injuries (none) and set up a safe zone around the accident until State Police arrived on the scene.

VAN FIRE

Tuesday morning, January 25, Captain Tim Smeltzer was driving west on Dundee from Station 11 when he observed a minivan emitting smoke from the engine compartment stopped in a driveway near Shermer Road. After requesting an engine company, Captain Smeltzer and a police officer helped the driver exit the vehicle

and remove valuables from the van before the engine arrived. Engine 11 arrived on the scene and extinguished the fire, but not before the 1995 van suffered \$2,500 in damage. Cause of the fire was undetermined.

WEEK OF JANUARY 31, 2011

MON.	1/31		No Meetings
TUES.	2/1	9:00 a.m.	Department Head Staff Meeting/CIP Discussion – Terrace Room
		1:00-4:00 p.m.	Heartland Blood Drive – Mini Coach behind Village Hall
		7:00 p.m.	Public Works Committee Meeting – Terrace Room
		7:30 p.m.	Plan Commission Meeting – Cancelled
WED.	2/2		Ground Hog Day
		6:00 p.m.	RED Center Budget Subcommittee Meeting – Terrace Room
THURS.	2/3		Chinese New Year
		5:30 p.m.	Arts Subcommittee Meeting – Terrace Room
		6:30 p.m.	Stormwater Management Commission – PW Center
		7:00 p.m.	Arts Commission Meeting – Terrace Room
		7:00 p.m.	Community Relations Commission – Northbrook Public Library
FRI.	2/4	10am-Noon	Blood Pressure Testing