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# MEMORANDUM VILLAGE OF NORTHBROOK

**TO:** Staff

**COPY:** Village President & Board of Trustees – Department Heads

**FROM:** Richard Nahrstadt, Village Manager

**DATE:** January 15, 2016

**SUBJECT:** STAFF BRIEFING

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## WEEK of January 11, 2016

### BOARD OF TRUSTEES REGULAR MEETING

The Board of Trustees held a regular meeting on Tuesday, January 12. The Board welcomed newly sworn in Firefighter Paramedic Robert Kincaid and recognized Maintenance Worker Andy Rioniotis for his 27 years of service in the Public Works Department.

The Village Board also approved a number of resolutions and ordinances to authorize contracts for improvements to the Fire Station 12 driveway as well as the Westcott Park Stormwater Project, the annexation and rezoning of property at 3340 Techny and the approval of special permits for an animal training and boarding facility at 1810 Skokie (Rover's Place).

Under Planning & Zoning, the Village Board approved a motion to refer the proposed development at 1000 Skokie to the Board's Planning & Zoning Committee for further discussion and directed staff to prepare the necessary documents to approve a preliminary plan of for the Anets Woods Subdivision (1230 Voltz). The consideration of the preliminary plan will be scheduled for a future meeting.

Finally, under Administration and Finance, the Village Board considered requests from the Atlas Fibre Company (3411 Woodhead) and Panek Precision (445 Academy) for support of Cook County's Class 6b classification for both properties. The Board supported Atlas Fibre's request and declined to support Panek's application for renewal of the 6b classification.

The next Regular Board of Trustees meeting will be Tuesday, January 26.

### JOINT ICDC/EDC MEETING

On Wednesday, January 13, the Industrial and Commercial Development Commission and the Economic Development Committee held their annual joint meeting. At the meeting, each commission unanimously voted to recommend that the Village continue to fund the Village's memberships with the Northbrook Chamber of Commerce and Industry and the Chicago's North Shore Convention and Visitor's Bureau. Each Commission also voted to recommend that the Village Board support the Wiss Janney Elstner Associates Class 6b application and the Altas Fibre Class 6b application. Lastly, both Commissions heard updates from the local taxing bodies with a focus on how the State Government's actions impact each district.

### SANITARY SEWER LINING

During the week of Monday, January 18, the Village's contractor will begin the Village's annual sanitary sewer lining program. Sewer lining includes the installation of a liner into the Village's sanitary sewer mains in an effort to seal the pipe and extend its useful life. This work does not require any excavation and provides only minimal service disruption to residents and businesses. A door hanger is being distributed to affected homes prior to the lining taking place. During the installation, residents may detect a "plastic" odor in the area. The odor should dissipate within a few hours. Residents should call the Public Works Department at 847/272-4711 if they notice an unusual smell in their home or if the odor remains detectable outside for a prolonged period.

### WATER MAIN BREAK ON WAUKEGAN ROAD

On Thursday, January 14, crews responded to a water main break on Waukegan Road between Walters Ave. and Woodhill Dr. The water main was an 8-inch cast iron main installed in 1965. The curb lane of northbound Waukegan Road was closed during the repair. Due to prior valve installations, which allow water to be rerouted during a break, the number of properties impacted was minimal. Once crews completed work on the main, they installed temporary patching. Final restoration will be completed in the spring when asphalt is available.



### WESCOTT PARK STORM WATER PROJECT

At the January 12 Village Board Meeting, the Village Board approved a contract with V3 Construction for the Wescott Park storm water project. This project consists of constructing a 23± acre-foot underground stormwater detention basin within Northbrook Park District's Wescott Park. The tentative schedule for the project includes a start date in March 2016, depending on weather; with a completion date before the 2016/17 school year begins. The north half of the park will remain closed until the spring of 2017 to allow the new grass on that section of the park to fully take and grow.

### JANUARY 11, 2016 STORM RECAP

Between January 11 and January 12, the Village received approximately two inches of snow. Public works crews began ice control operations at 5:00pm on Sunday, with seven salt trucks out to treat all Village streets. Crews continued to scrape the blowing snow off roadways and apply salt treatments on Monday.

### BICYCLE TASK FORCE MEETING

The Bicycle Task Force committee held their bi-monthly meeting on Wednesday, January 13. The committee continued review of three potential bicycle/pedestrian projects. Once the Task Force has completed review of ten proposed projects, it will rank them and submit a proposed ten year bicycle/pedestrian plan to the Village Board. Staff also discussed the status of the Skokie Valley Trail project and informed the Task Force that a Request for Proposals for Phase I Engineering Design had been issued.

### NORTHBROOK RESIDENT SWORN IN AS NEW FIREFIGHTER/PARAMEDIC

On Tuesday, January 12, at the regular scheduled Village Board meeting, Robert Kincaid was sworn in by Village Clerk Debbie Ford. Kincaid is the newest Firefighter/Paramedic to join the Northbrook Fire Department. He is a Glenbrook North graduate, and longtime resident of Northbrook. Kincaid's family, friends, and members of the Fire Department were all in attendance to congratulate him on his new career.



### 2233 CHERRY LANE ELM TREE REMOVAL

On Monday, January 11, the homeowner at 2227 Cherry Lane contacted the Public Works Department about a major crack in a large elm tree on the parkway in front of the house. The Village Forester and a crew evaluated the 70 foot tall, 35 inch diameter American Elm, determined that it was structurally compromised and removed it to avoid danger to nearby pedestrians and property. Despite the frigid temperatures, the forestry crew was able to safely drop the 75 year elm and complete the removal and cleanup operations by midafternoon.



### POLICE AND FIRE UNITS RESPOND TO VEHICLE STRUCK BY FREIGHT TRAIN

On Tuesday, January 12, at 7:00pm, Northbrook Police and Fire units responded to a single vehicle struck by a train in the area of Dundee Road and Fair Lane. Upon arrival, crews determined that the vehicle was unoccupied and that there were no injuries. Fire Department members confirmed that there were no hazards associated with the train or the vehicle. Traffic was shut down for approximately one hour on Dundee Road so an investigation as to the cause of the accident could be completed.

### SCHOOL LOCK DOWN DRILL

On Thursday, January 14, School Liaison Detectives Meents and Fainman participated in a School Safety lockdown drill at Solomon Schechter School. The Police Department representatives explained the lock down exercises and discussed the reasons for lockdowns, and what can or might be expected in terms of police response. Such mock lockdown drills are held periodically with all schools in Northbrook.

### NORTHBROOK ORIGINALS EXHIBIT – NORTHBROOK ARTISTS ENCOURAGED TO APPLY!

The Northbrook Arts Commission, in collaboration with the Northbrook Public Library, is pleased to announce the 2016 Northbrook Originals Art Exhibition for Northbrook artists. This show will be on exhibit in the library from April 1 to May 31, 2016. This is a wonderful opportunity for Northbrook's artists to have their original artwork seen by the community. Artwork that has been previously displayed in the library is not eligible. Artists are encouraged to visit [www.northbrookarts.org](http://www.northbrookarts.org) for details and application. All entries must be received no later than 5:00 p.m., February 20, 2016.

WEEK OF January 18, 2016

**MON. 1/18**

**Martin Luther King, Jr. Day**

**No Meetings**

<b>TUES.</b>	<b>1/19</b>	7:30 p.m.	Committee of the Whole – <b>cancelled</b>
		7:30 p.m.	Plan Commission - Board Room
<b>WED.</b>	<b>1/20</b>	7:00 p.m.	CRC Subcommittee Mtg. - Celebration of Cultures – Terrace Room
		7:30 p.m.	Youth Commission – <b>Cancelled, Rescheduled to January 27</b>
<b>THURS.</b>	<b>1/21</b>	6:30 p.m.	Stormwater Management – <b>cancelled</b>
		7:00 p.m.	Environmental Quality Commission – Shermer Study
<b>FRI.</b>	<b>1/22</b>		<b>No Meetings</b>