

VILLAGE OF PEOTONE
PUBLIC WORKS COMMITTEE MINUTES
Minutes of October 9, 2024

CALL TO ORDER, ROLL CALL

The Public Works Committee Meeting was called to order at 4:30 pm at the Municipal Complex Hall, 208 E. Main Street, Peotone, Illinois, by the Committee Chair, Trustee Strba. In attendance were Trustee Richards, Trustee Sandberg and Trustee Strba. Also present was Mayor March, the Village Administrator, Nick Palmer and Public Works Manager, Bob Henne.

MINUTES

Motion by Sandberg, Second by Richards to approve the Public Works Committee minutes from July 10 24, 2024. All voted AYE.

PUBLIC COMMENT - None

DISCUSSION/UPDATE ON CREATING A FOREMAN POSITION & DISCUSS SALARY INCREASE FOR PUBLIC WORKS EMPLOYEES

Bob and the Village Administrator met with the union to discuss a salary increase for the Public Works laborers and changing the temporary foreman position to a permanent foreman position. The union recommends promoting Aaron Asbrand to permanent foreman based on seniority as it is their preference. After this meeting these items will go to the Village Board in Executive Session for discussion and then the union for approval and then to the Village Board for final approval.

DISCUSS HIRING FULL TIME EMPLOYEE FOR PUBLIC WORKS

There was discussion about the need for more staffing with the downtown and additional work instead of contracting work out. It will need to be built into future budgets. An additional full-time employee would free up some time for Bob to focus more on supervisory duties, leadership of the department and mentoring the newer employees. The position was posted publicly, the part time seasonal employee approached Bob with interest. This will be discussed with the Union and brought to the Village Board for final approval.

DISCUSS CLEANING SERVICES FOR PUBLIC WORKS FACILITY LOCATED AT 31831 S. RATHJE ROAD

The current cleaning contract is once a month. It was previously suggested to utilize Public Works employees, but it was determined that the cleaning should not be employee's responsibility. The Administrator is putting together a defined/clearer scope of work to be put out for bid. Looking for cost effectiveness and quality service.

DISCUSS LOCATIONS OF TREE PLANTING IN FALL 2024

The Mayor reported that Aqua will be making a donation of \$2000 for tree planting. The focus of tree planting this fall will be East of Route 50 as that subdivision originally had many ash trees planted, and

they have had to be removed over the past few years. Letters will be sent out to homeowners next week. There are 30 trees to be planted this fall, 6 are addresses from the replacement waiting list.

DISCUSS LEAF COLLECTION FOR FALL 2024

Bob reported that leaf collection will be October 21-November 25 and leaves will be collected once a week throughout the entire village. John Hack will be taking all the leaves this year at no cost to the Village.

DISCUSS SNOW REMOVAL PLAN FOR DOWNTOWN

Bob will have one employee designated to the downtown area and if available, other employees can assist. He is still determining whether to use a blade or blower for the sidewalks, he will also use the skid steer and keep it downtown. He may need to purchase special salt due to the pavers and fresh concrete as road/rock salt could damage the concrete. He will do a dry run once the downtown project is completed.

GENERAL DISCUSSION

The Administrator reminded everyone that there is a Peotone Wilmington Road meeting tonight at the High School from 4pm-7pm and there is an advisory group working on a long-range plan and that it is a great opportunity for people to express their thoughts, opinions and suggestions for consideration in future plans. He will also scan and share documents with notes to the trustees.

Bob is still working on the salt dome and had shared some information on a salt dome kit. He is also working with Heritage FS on moving the fuel tanks to the Public Works facility. An electrician will be needed to wire the pumps and a generator will need to be installed.

Trustee Sandberg inquired about replacing old streetlights near the Village Hall, it will be looked into.

ADJOURNMENT- MOTION BY Trustee Sandberg, Second by Trustee Richards to adjourn the Public Works Committee meeting at 5:23 pm. All in Favor