

**VILLAGE OF PEOTONE**  
**PUBLIC WORKS COMMITTEE MINUTES**  
**Minutes of September 6, 2023**

**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 MAREVKA, TRUSTEE SANDBERG AND TRUSTEE STRBA. ALSO PRESENT WAS THE MANAGER OF PUBLIC WORKS, BOB HENCKE.

**MINUTES**

MOTION BY MAREVKA, SECOND BY STRBA TO APPROVE THE PUBLIC WORKS COMMITTEE MINUTES FROM NOVEMBER 22, 2022. TRUSTEE MAREVKA AND TRUSTEE STRBA VOTING YES; TRUSTEE SANDBERG VOTED PRESENT BUT THE VOTE IS COUNTED WITH THE MAJORITY BY LAW, MOTION CARRIED.

**PUBLIC COMMENT - NONE**

**DISCUSS DOWNTOWN STREETScape PROJECT**

THERE WAS A DISCUSSION ABOUT SNOW REMOVAL FOR THE DOWNTOWN AREA. TRUSTEE STRBA WANTED THE BUMP OUTS REMOVED AND WAS INFORMED THAT THE BUMP OUTS WOULD NOT BE REMOVED FROM THE PLAN, THAT THE PROJECT IS TOO FAR ALONG, THERE ARE ENOUGH VOTES TO PASS IT AND IT WOULD COST MORE FOR DESIGN CHANGES. PUBLIC WORKS IS GETTING PRICING FOR SNOW REMOVAL AND BOB SAID IT WOULD BE EXPENSIVE AND THAT THE VILLAGE WOULD HAVE TO PAY FOR THE ENTIRE SEASON, NOT JUST AS NEEDED. TRUSTEE MAREVKA SAID THEY ARE REMOVING SOME OF THE FLOWER BOXES AND TREES FROM THE PLANS TO LOWER PROJECT COST. IF THEY CAN'T FULLY DO THE RAILROAD STREET PARKING THEY ARE LOOKING INTO PAVING IT AND MAKING SOME PARKING SPOTS. THERE WILL BE APPROXIMATELY 17 PLANTERS AND THEY WILL NOT HAVE TO BE REMOVED DURING WINTER MONTHS. THERE WILL BE HANGING BASKETS ON THE LIGHTS AND WIRING MAY BE PUT IN BUT SPEAKERS MAY HAVE TO BE REMOVED TO LOWER PROJECT COST. PUBLIC WORKS IS GETTING LANDSCAPE MAINTENANCE BIDS PER THE MAYORS REQUEST. ONCE THE PRICING FOR PLOWING AND LANDSCAPING BIDS ARE IN THEY WILL BE REVIEWED AND DISCUSSED AND A DECISION WILL BE MADE. IT MAY BE MORE FEASIBLE TO HIRE ONE OR TWO MORE FULL TIME PUBLIC WORKS EMPLOYEES. IF PUBLIC WORKS HAS TO DO THE PLOWING, A SKIDSTER WITH A PUSH BOX WOULD BE BEST PIECE OF EQUIPMENT TO PURCHASE.

**DISCUSS EQUIPMENT REPLACEMENT AND NEEDS**

THERE WAS DISCUSSION ABOUT CURRENT EQUIPMENT AND FUTURE EQUIPMENT NEEDS. A SKID STEER IS IN NEXT YEARS BUDGET AND SOME TRUCKS WILL EVENTUALLY NEED TO BE REPLACED INCLUDING THE 1999 BUCKET TRUCK AND THE 1995 TRUCK. ALL CURRENT EQUIPMENT HAS BEEN WELL MAINTAINED AND IS RUNNING GOOD AND HAVE LOW MILEAGE. THE TOP ITEMS HE WOULD LIKE IN THE FUTURE ARE PURCHASING A SKID STEER AND REPLACING THE 95 TRUCK AND EVENTUALLY A WHEEL LOADER OR PAY LOADER. BOB WILL MAKE A LIST IN ORDER OF REPLACING AND GET SOME PRICES TO BE PROACTIVE AND MOVE THE DEPARTMENT IN THE RIGHT DIRECTION. BOB WILL BE COORDINATING WITH THE CHIEF TO DETERMINE WHICH VEHICLES NEED TO BE SURPLUSED AND WHICH ROUTE TO GO

TO DO SO. BOB DONATED SOME CHRISTMAS DECORATIONS TO GRANT PARK. A NEW LAWNMOWER IS IN THE BUDGET, BOB WILL PROBABLY GO WITH A ZERO TURN LAWN MOWER.

#### **DISCUSS FUTURE NEW HIRE FOR PUBLIC WORKS DEPARTMENT**

THERE WAS DISCUSSION ABOUT STAFFING NEEDS. WITH THE TRUCK STOP AND DOWNTOWN PROJECT IT IS FELT THAT THERE SHOULD BE ADDITIONAL EMPLOYEES ADDED TO THE PUBLIC WORKS DEPARTMENT. BOB ASKED WHAT THE VISION OF THE BOARD IS FOR THE TOWN MOVING FORWARD, WHAT WOULD THEY LIKE IT TO BE LIKE, NEED TO DEVELOP AS THE COMMUNITY EVOLVES. THERE WAS DISCUSSION ABOUT ADDING TWO FULL TIME POSITIONS AND ELIMINATING SEASONAL/PART TIME. BOB CONFIRMED THERE IS ENOUGH WORK AND THAT HE WOULD LIKE TO SEE A FOREMEN POSITION INCLUDED IN HIS DEPARTMENT, WOULD BE INCENTIVE TO WORK FOR THE VILLAGE IF THERE WAS ADVANCEMENT OPPORTUNITY. IT WAS ASKED THAT HE WRITE OUT THE DUTIES AND WHAT IT WOULD ENTAIL. COST WAS DISCUSSED IN COMPARISON TO PAYING OUTSIDE CONTRACTORS TO COMPLETE WORK THAT COULD BE DONE WITHIN THE PUBLIC WORKS DEPARTMENT.

#### **DISCUSS STORAGE AT PUBLIC WORKS FACILITY**

THERE WAS DISCUSSION ABOUT STORAGE NEEDS AT THE PUBLIC WORKS LOCATION. PURCHASING A COUPLE CON EX BOXES (STORAGE CONTAINERS) WOULD BE A LOW COST OPTION, THEY COME IN 20' OR 40' AND ARE 7' TO 8' HIGH. THEY COULD BE USED FOR STORING MOWING EQUIPMENT, BARRICADES AND SEASONAL EQUIPMENT. BOB STATED THEY WILL EVENTUALLY NEED A SALT DOME (DOME/BIN/SHED), HE IS CURRENTLY STORING SALT IN MULTIPLE LOCATIONS AND HAS TO TAKE AT LEAST 80% OF HIS ALLOWMENT EVERY YEAR, AS THE TOWN GROWS THERE WOULD BE ENOUGH CAPACITY FOR THE FUTURE. AT THE NEXT MEETING THIS WILL BE DISCUSSED ALONG WITH A 5 YEAR PLAN FOR EQUIPMENT.

#### **DISCUSS TREE PROGRAM AND FALL TREE PLANTING**

THERE WAS DISCUSSION ABOUT THE TREE PROGRAM. TRUSTEE MAREVKA FEELS THE TREES ADD TO THE ASTHETICS OF THE TOWN AND ALSO PROVIDE SHADE. BOB STATED THE TREES THAT ARE BEING USED NOW ARE MORE PARKWAY APPROVED AND THAT THE TREE ROOTS CAN CAUSE DAMAGE SIDEWALKS LEAD TO SIDEWALKS HEAVING. IT WAS DISCUSSED ABOUT NOTIFYING HOMEOWNERS PRIOR TO PLANTING AND ASKING WHETHER THEY WANT A TREE OR NOT, BOB SAID THAT LETTERS ARE MAILED OUT BUT SOMETIMES RESIDENTS SAY THEY NEVER RECEIVED THE LETTER. TRUSTEE SANDBERG RECOMMENDED ALSO PUTTING THE INFORMATION ON FACEBOOK IN THE FUTURE. PER BOB ONLY 25 TREES ARE AVAILABLE THIS FALL, THE TREES ARE COMING FROM A GRANT THROUGH THE ARBORETUM. THERE WAS DISCUSSION ABOUT A 50/50 PROGRAM WHERE THE VILLAGE PAYS HALF AND THE HOMEOWNER PAYS HALF, IT WOULD ALLOW MORE TREES TO BE PLANTED AND COVER MORE AREA. THERE WAS DISCUSSION ABOUT THE GATOR BAGS AND HOMEOWNERS BEING MORE RESPONSIBLE FOR WATERING THE TREES. TRUSTEE STRBA WOULD LIKE TO SEE THREE SEPARATE BIDS ON TREE PRICES.

## **GENERAL DISCUSSION**

TRUSTEE SANDBERG TALKED ABOUT AHLBORN SUBDIVISION AND HOW THERE IS A SECTION ON FOURTH WHERE THERE IS NO SIDEWALK. THE DAYCARE TAKES CHILDREN ON WALKS OFTEN AND THEY HAVE TO WALK IN THE STREET UNTIL THEY CAN GET TO THE SIDEWALK. BOB SAID THAT IT NEEDS TO BE EXTENDED APPROXIMATELY 100', IT WAS NOT IN THE ORIGINAL BID BUT SHOULD BE LOOKED AT, POSSIBLY COULD BE PUT IN THE BUDGET FOR NEXT YEAR. THERE WAS ALSO SOME DISCUSSION ABOUT PUTTING IN A SIDEWALK NEAR OAK STREET. THE OWNER OF THE DAYCARE REACHED OUT TO BOB ABOUT A PRIVATE EVENT FOR HER DAYCARE CHILDREN AND THEIR PARENTS AND WOULD LIKE TO DO A TOUCH A TRUCK. TRUSTEE SANDBERG MENTIONED BEING AT A CAR SHOW IN ANOTHER TOWN AND THEY HAD A TOUCH A TRUCK AND THE CHILDREN COULD WRITE ON THE PLOW WITH SIDEWALK CHALK.

**ADJOURNMENT**-TRUSTEE STRBA ADJOURNED THE PUBLIC WORKS COMMITTEE MEETING AT 5:40 PM.  
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