



Minutes
Village of Glen Ellyn
Capital Improvements
Regular Meeting
October 12, 2021
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvement
Meeting: Regular
Quorum: Yes

Date: October 12, 2021
Called to Order: 7:01 p.m.
Adjourned: 8:22 p.m.

MEMBER ATTENDANCE:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Present
Adam B. Biggam	Commissioner	Absent
Joshua J. Cattero	Commissioner	Present
Arthur F. Foerster	Commissioner	Absent
Michael M. Lindquist	Commissioner	Present
Steve Neurauter	Commissioner	Absent
Jill Ziegler	Commissioner	Present
Rocco J. Zuccherro	Commissioner	Present
Bill Payne	Trustee Liaison	Absent
Richard Daubert	Staff Liaison Professional Engineer	Present

Also Present:

Tom Topor	Senior Civil Engineer
Dave Buckley	Public Works Director
Elisa Pollina	Recording Secretary

Public:

A. CALL TO ORDER

The **October 12, 2021** meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at **7:01 PM** at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES FROM SEPTEMBER 14, 2021 MEETING

MOTION TO APPROVE MINUTES FROM SEPTEMBER 14, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECONDED BY: Commissioner Zucchero

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS –

1. *CBD SUI Project Update* – Engineer Topor presents an update on the items discussed at last month's meeting. Underground utilities at Hillside – the CIC recommended preserving utility poles as they are, but if funds become available the CIC would prefer to put the utility lines underground. Staff was asked by the Village Board to pursue the undergrounding of utility lines and explore ComEd's Rider LGC (Local Government Compliance Adjustment) to help spread out the costs among all Glen Ellyn customers. We are working with ComEd on this. An ordinance would need to be passed in order to do this. Engineer Daubert adds we tried to temper this because of the costs and we don't have to do all of the work on Hillside and Duane. We can hold off and see how bids come in. This may come back to the CIC if the costs make sense. Topor adds we have to verify that we can do the rider and pass the costs on to the Com Ed customers.

Proposed Traffic Study at Main & Crescent – We discussed this with the Village board and it was concluded that the board did not feel comfortable eliminating the right turn lanes. Therefore, it is not worth spending the money on the traffic study if they do not want to eliminate the right turn lanes. This was a unanimous decision by the Village Board. The traffic study has been stopped. We notified Civil Tech to cancel the traffic study.

Engineer Daubert reports we are still working with Civil Tech on the change order. We did not present it to the Village Board yet. We need to fine tune the presentation. We will bring it to the board on November 25. We had a lot of discussions with Civil Tech to see if they could trim a little more off. They are looking to complete the design of it. The Village Board understands that the goal of the CIC was to make the downtown more walkable.

Commissioner Zucchero asks if the Village Board shares that vision. Engineer Daubert adds it is a new board in a challenging position, perhaps as the process moves along the

Village Board may change their decision. While this may be frustrating to the CIC we need to stay focused on the design work so we can stay on track to begin construction next year.

Final Pre-Plans: Engineer Topor reports that we received the final cost estimate from Civil Tech on traffic control, utilities and landscape. There is a lot to go through and staff is looking at everything. We are trying to get changes back to Civil Tech next week. Commissioner Baldin adds I went through the set and I will scan them in and send my comments over to you. I am questioning some of the tree species. Some of them are not street species. There are a lot of street trees out there that are not being used. There are a lot ornamental tree species in the plan. I am all for diversity when it comes to trees, but on Main Street alone there are 8 varieties with different forms. I also noted the coping on the planters; I would suggest avoiding having a joint on the corner. The joint needs to be brought down to a 90 degree angle. The grades of the planter walls and curbs (sidewalk sloping) also needs to be addressed; same with the granite planters. They are assuming it is flat but it is not. The planters should be higher than what is shown. Engineer Daubert states we will make a note of that.

Topor reviews Phase 1 Milestones:

October 19- Review Final Pre-Plans

November 22- Final plans and contract

December 1 – Advertise for bids

January 1-February 14 – Contract award

January/February / Public Pre-construction meeting

Early March – Start construction

End of October – Complete construction

Chairman Szymanski ask how the schedule is coming along with Apex in comparison to this. Engineer Daubert states we have a meeting with them tomorrow to see their schedule.

Topor reviews the Bid Packaging Schedule – We combined into 3 stages. Phase1 – 2022, Phase 2-2023, Phase 2 & 3 2024-2026- This is combined so we have the flexibility to complete in 1 year and give to the designer. This updated phasing will have to be approved by the Village Board. We will bring this back to the CIC.

Procurement of Parkway Trees: Director Buckley reports Public Works put out an RFP to various nurseries for the trees. We want quality nurseries. We will probably be using multiple nurseries to get all the trees we need. The RFP is for all phases.

Chairman Szymanski asks if there are any material shortages. Topor states bricks are on a 20-25 week lead time; based on that, as soon as bids are awarded that will have to be put into the queue so it is ready for installation in June.

E. TRUSTEE'S REPORT – Engineer Daubert reports that Trustee Payne could not make the meeting tonight but said that a remote participation ordinance was approved last night at the Village Board meeting. He will review it with the CIC next month. Engineer Daubert adds if a commissioner cannot make a meeting in person, a form will need to

be filled out and the CIC quorum would need to vote on the acceptance for that commissioner to participate remotely. Chairman Szymanski states I am open to allowing remote participation if we have an in-person quorum.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Public Works Director Buckley reports we are getting closer to becoming fully staffed. We hired 2 maintenance workers and we have an interview next week with a civil engineer. We signed a contract for snow removal and maintenance for the Civic Center parking garage.

H. PROJECT REPORT – (See attached report) Engineer Daubert reports on the Utility Roadway Project – we are seeing progress on the project. It has been a challenging month staying on top of the contractor. All underground utility work has been substantially completed on Ridgewood Avenue, Phillips Avenue, and Vine Street. Street Resurfacing – we are waiting on a few punch list items and for the sod to be installed. We are tracking under the contract award. The mast arms for signals are at a 4-6 month lead time. Normally it is 4-6 weeks. The Pavement Index Survey will be brought before the CIC in November.

Chairman Szymanski thanks everyone for all their hard work.

I. ADJOURNMENT – Commissioner Zucchero motions and Commissioner Lindquist seconds to adjourn the meeting. The meeting was adjourned at 8:22 p.m.

The next meeting is scheduled for November 16, 2021

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Richard Daubert