
SERVICES COMMITTEE MEETING AGENDA



MEETING DATE: Monday, May 21, 2018

MEETING TIME: 6:00 p.m.

MEETING LOCATION: North Aurora Village Hall, 25 E. State St., North Aurora

CALL TO ORDER

ROLL CALL

AUDIENCE COMMENTS

APPROVAL OF MINUTES

1. Approval of the Services Committee Minutes dated 3/19/2018

NEW BUSINESS

1. Sidewalks Policy

OLD BUSINESS

OTHER INFORMATION

TRUSTEE COMMENTS

ADJOURN

**VILLAGE OF NORTH AURORA
SERVICE COMMITTEE MEETING MINUTES
MARCH 19, 2018**

CALL TO ORDER

Trustee Mark Gaffino called the meeting to order.

ROLL CALL

In attendance: Trustee Gaffino, Trustee Lowery, Village Administrator Steve Bosco, Finance Director Bill Hannah, Public Works Director John Laskowski.

AUDIENCE COMMENTS – None

APPROVAL OF MINUTES

1. Approval of the Services Committee Minutes dated 1/15/18

Motion for approval made by Trustee Lowery and seconded by Trustee Gaffino. All in favor.
Motion approved.

NEW BUSINESS

1. Water Treatment Plant Waste Removal

Public Works Director John Laskowski said that radium is a naturally occurring element in rock formations underground. When the Village drills its wells, the well water pulled out of the ground is in contact with that element. The way the element is removed is through a chemical process. The chemicals added take out the radium and what is left is sludge. It is retained in an underground chamber and needs to be removed and hauled away.

Paul Young, Water Superintendent, did some research with IEMA and consulted with his colleagues and they found that after speaking with the EPA, did not find it necessary to write plans and specifications. Staff chose to get quotes from the four companies Paul had been working with. Based on quotes, recommended going with the low bidder.

OLD BUSINESS - None

OTHER INFORMATION - None

TRUSTEE COMMENTS - None

ADJOURNMENT

Motion to adjourn made by Trustee Lowery and seconded by Trustee Gaffino. All in favor.
Motion approved.

Respectfully Submitted,

Lori J. Murray
Village Clerk



Memorandum

To: Services Committee
Cc: Steven Bosco, Village Administrator
From: John Laskowski, Public Works Director
Date: May 18, 2018
Re: Sidewalk Repair and Replacement Policy Review

The Public Works Department is developing policies and formalizing past practices for public works operations and services. The repair and replacement policy for sidewalks is the first that has been developed for review by the Services Committee and consideration of the Village Board. The Public Works Department in an effort to better communicate with the public hopes to continue to implement these policies as they are developed.

Over the past few years the Village of North Aurora has increased the intensity that it has been replacing and repairing sidewalk on both the east and west sides of town to address hazardous sidewalks. The impact of the recently robust sidewalk repair and replacement programs has led to a significant reduction in hazardous sidewalks. Prospectively the Village now seeks to implement a policy that will continuously address hazardous sidewalks in a systematic and fiscally planned manner.



Title: Sidewalk Repair and Replacement Policy

Date Approved:

Purpose: Maintaining and building safe and accessible sidewalks for pedestrians throughout North Aurora.

Description: This policy is composed to establish how hazardous sidewalks are identified, repaired or replaced.

Policy:

1. Identification

Resident Request – Upon receiving a request from a resident, Public Works Staff will visit the location and evaluate the hazard. Based on the nature of the hazard, staff will utilize the appropriate method identified above for repair and replacement.

Employee Observation – Village employees are routinely working outdoors collecting data, enforcing ordinances, and performing maintenance. When employees identify a hazardous sidewalk, the location shall be conveyed to the Public Works Department to determine the appropriate method of repair.

Annual Streets Maintenance Program – Every year staff and the Village's consulting engineer determine roads to be included in the upcoming annual street maintenance program. Once the roads for the annual street maintenance program are selected, Public Work staff will evaluate the adjacent sidewalks to the selected roads to determine the appropriate method of repair.

High Priority Areas – Each year after the roads for the annual street maintenance program are selected, Public Work staff will evaluate sidewalks adjacent to schools, public facilities, recreational facilities and other areas generating significant amounts of pedestrian traffic.

2. Methodology

Sidewalk Repair (Leveling/Shaving) – Generally, this type of repair is utilized when a sidewalk exhibits a surface distress and/or a trip hazard has been identified as small enough to be leveled as opposed to fully replaced. Sidewalks in this category are added to a list to be replaced during an upcoming sidewalk leveling program.

Sidewalk Replacement – Generally, this type of repair is utilized when a sidewalk exhibits surface distress and/or a trip hazard larger in scope than what can be rectified through sidewalk leveling. Sidewalks in this category are added to a list to be replaced during an upcoming annual street maintenance program.

Emergency Sidewalk Replacement – Generally, this type of repair is utilized when a sidewalk exhibits surface distress and/or a trip hazard larger in scope than what can be rectified through sidewalk leveling and pose a more immediate threat to public safety. In these instances, the sidewalk square(s) are added to a list to be replaced as soon as possible and are often replaced by Village Public Works staff to expedite the replacement.

3. In the event the Village receives a complaint regarding a sidewalk square(s) which exhibits a surface distress such as “pitting”, it shall be the determination of the Public Works Department as to whether the sidewalk(s) square shall be deemed a hazard or cosmetic issue. In the event that the sidewalk square(s) is deemed a hazard or potential hazard in the near future, the Public Works Department shall determine the appropriate method of repair.

4. In the event that the list of sidewalks earmarked for sidewalk repair or replacement exceeds the amount of funds budgeted in a fiscal year, staff will prioritize which sidewalks should be repaired or replaced immediately. Sidewalks not repaired or replaced during the fiscal year will be kept on the list to be reprioritized each subsequent fiscal year until they have been repaired or replaced.