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To: Dan Quick, Village Administrator

From: David Geary, Director of Public Works and Building and Zoning
Jackie Soccorso, Director of Environmental Quality and Public Works Supt. of Admin.
Alex Pryde, Public Works Superintendent of Operations
Joe Schwarz, Fire Prevention Division Chief and Building Commissioner

Date: February 24, 2011

**Public Works, Building and Zoning, and Environmental Quality Department
Administrative Report for February 10th through February 23rd, 2011**

Public Works

EAB Grant

Wauconda has been selected to receive an Emerald Ash Borer (EAB) Grant for Technical Assistance in the amount of \$16,000. The grant, from the Metropolitan Mayors Caucus, will be used to conduct a complete tree inventory for the Village (and to integrate the data into our existing GIS system). The tree inventory will be a key element in managing the work completed while executing the Village's EAB plan – and in future forestry plans regarding tree removals, subdivision trimming and managing storm damage.

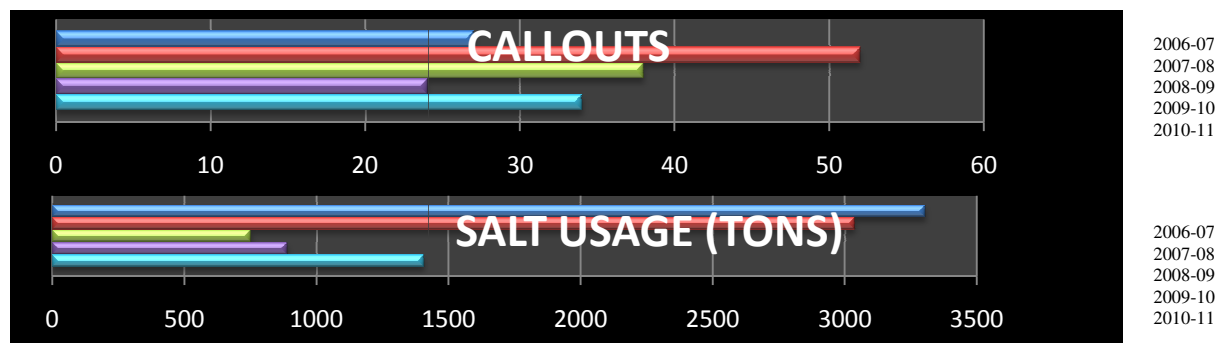
Foreman Training

On February 18th, two foreman completed full-day training entitled “Thriving and Surviving During Tough Economic Times” by trainer Lew Bender. This training was well received and meets Strategic Goal D Task #1.

Street Division

Snow and Ice Removal

Since the last reporting period, snow callouts have continued – with crews removing snow and ice on February 21st, 22nd, and 23rd. In fact, this is one of the snowiest Februaries on record for the Chicago area.



Vactor Activity

During this period, the vactor truck was used to address areas of the sanitary sewer system that have historically been problematic and prone to back-ups. 6,785 feet of line were cleaned in various areas of town.

Lift Station Maintenance

On February 10th, Street Division personnel were notified through the SCADA system that there was a problem at lift station #14 on Wethington Drive. Crews responded to the lift station and discovered that pump #1 was clogged with debris and was not operational. The pump was pulled (with the crane truck) and the pump was cleaned and returned to service.

On February 16th, our SCADA system indicated that lift station #1 (at the Wauconda Park District beach property) had a pump blockage. Upon investigation, it was discovered that pump #2 was plugged with debris. A confined space entry was needed to address the problem, which was cleared and the pump was put back in service immediately.

Each of these lift stations is equipped with two pumps-so when one is out of service, our crews must address the issue immediately to ensure that the wastewater stream continues to flow uninterrupted in the right direction.

Water Division



Library Hill Valve Repair

On Sunday, February 13th, the Police Department notified the on-call Water Division representative that water was overflowing from a large concrete vault in the Library Hill Subdivision. Upon investigation, it was discovered that the eight bolts holding the valve together inside the vault were corroded and the water was leaking at a high rate. To make the needed repair, the water main was shut off to access the valve. This shut down effected 30 homes. Water Division crews replaced the bolts with new stainless steel bolts and water service was restored.

Fire Hydrant Repairs

During this reporting period, the Wauconda area experience much warmer temperatures, which lead to melting of almost all the snowpack from the Groundhog Day blizzard. Because the large piles of snow have now melted away, we have discovered two fire hydrants that were damaged, possibly by private contractors removing snow. Both hydrants broke away at ground level (as the new hydrants are designed to do), allowing us to make the repair without digging to expose the water lines. Two traffic repair kits were installed and both hydrants (one in the Chase Bank parking lot and one on Cascade Court) are now back in service.

Water Reclamation Division

The following projects were completed during this reporting period:

- On February 9th and 10th staff completed the annual tours of the reclamation facility for Wauconda Middle School sixth grade students. Tours were given to students highlighting the new plant expansion completed in 2008. The tours included preliminary treatment of screening and grit removal, secondary treatment in the activated sludge tanks, and tertiary treatment in sandfiltration and UV light. There were six classes each day with two full days of tours.
- On February 14th, staff completed DMR's for January 2011. Reports were submitted to the IEPA. This meets requirements for Special Condition #14 of NPDES permit.
- On February 20th, there were multiple SCADA alarms at the facility. High temperatures during the week caused the two feet of snow on the ground to melt. In addition, there was 1.23 inches of rain that fell that day. This high flow caused staff to put the new sand filter and a spare secondary clarifier in service to handle the large influx of water. Peak flows were experienced by 10:00 p.m. at rates of 6MGD (million gallons per day). This level is the threshold for excess flow. Flow did not need to be diverted to the excess flow stream.
- There were twenty two grease trap inspections completed during this monitoring period. Grease traps are inspected to make sure systems are being cleaned at the proper intervals. This helps maintain the collection system and prevents grease build up later in sewer mains. Build up can cause sewer backups and surcharges.
- Staff completed a landfill inspection during monitoring period.



Indicators for Water Reclamation (14 day reporting period)

Final Flow

Total pumpage for period: 23,561,000 gallons

Design flow of treatment: 1,900,000 gallons per day

Design maximum flow of Treatment works: 6,000,000 gallons per day

Average flow for reporting period: 1,683,000 gallons per day

High flow reporting period: 2,988,000 gallons

Low flow reporting period: 1,017,000 gallons

Performance Indicators for Water Produced

Total pumpage for period: 16,904,000 gallons

Dependable capacity of water works @ 24 hrs/day: 3,470,070 gallons per day

Dependable capacity of water works @ 18 hrs/day: 2,548,470 gallons per day

Average daily pumpage for reporting period: 1,207,000 gallons per day

High day for reporting period: 1,529,000 gallons per day

Low flow for reporting period: 873,000 gallons per day

- JULIE locates: 6
- Daily check of water facility: 74
- Daily water supply operational tests conducted: 292
- Daily water distribution operation test conducted: 95
- Non-daily bacteriological samples collected: 3
- Non-daily chemical samples collected: 6
- Repaired water meters: 4
- Installed water meters: 3
- High water bill investigations: 3
- Water quality inquiry: 1
- Final readings: 10
- Backflow 1st notice: 17
- Backflow 2nd notice: 10
- Backflow 3rd notice: 1



Commissioner Report:

- Site Inspections / Reviews:
 - 1428 Roxbury Lane /Basement Second Review
 - 2740 Moraine Valley Rd./ Fence
- Training:
 - B & F Technical Code Services:
 - Commissioner Schwarz: Residential Mechanical, Residential Electrical, Residential Plumbing, and Residential Plan Review.
 - Inspector Buschick: Residential Electrical
 - Inspectors Frey & Giacinto Residential Code 2009 Edition
- Meetings: 1050 Rand Road / Gehrke Technologies

Inspections Completed:

- 13 Building permit inspections
- 6 Residential Dwelling inspections

Permit Desk:

- 9 new building permits for total revenue of \$648
- 9 new Real Estate Dwelling Inspection Applications for total revenue of \$675
- 8 electric and 7 plumbing inspections by sub-contractors
- 1 FOIA requests with a total of 10 minutes preparation time
- Formatted EAB residential tree removal permit/brochure

Zoning Services

Rolf C. Campbell and Associates (RCCA) continues to work with Village staff on various planning and zoning matters including referrals and reviews on potential zoning and economic development opportunities. Recent inquiries included review of several sign permits, meeting with a resident regarding a potential new fence, meeting with existing business owners regarding

zoning questions, and request of a business owner for a zoning confirmation letter. RCCA coordinated review and updating of the Village Zoning Map including presenting the updated map to the Committee-of-the Whole on 2/22/11. RCCA coordinated a meeting of the Bicycle Technical Committee on 2/11/11, completed additional refinements to the Bicycle Plan and compiled a Bicycle Plan Map for presentation at the Committee-of-the-Whole on 2/22/11. RCCA reviewed and completed Census Map updates. RCCA began review of the Zoning Ordinance Table of Permitted and Conditional Uses for potential updating; and, provided other miscellaneous planning and zoning administrative matters to Village Staff.

Zoning Administration Services – Specific Applications

Cargill Property / Douglas Glen Senior Development: RCCA met with Douglas Glen representatives to review the Village planning and zoning review process, and met a second time to review submittal documents prior to acceptance and the zoning application being filed. RCCA coordinated distribution of zoning petition, maps and exhibits for staff and consultant review and also coordinated with the applicant and Plan Commission Chairman for scheduling of a public hearing. A public hearing is scheduled for 3/16/11 on the application.