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To: Mayor Knigge and Board of Trustees

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: March 30, 2011

**Public Works, Building and Zoning, and Environmental Quality Department
Administrative Report for March 10th through March 30th, 2011**

Public Works



Large tree removed from Main Street due to EAB

**Street Division
EAB Tree Removal**
Since the initial EAB discovery in the Village, ash trees that show signs of infestation are being removed. Ash trees that appear healthy are being left in place and will continue to be monitored.



Tree Marked for Removal

The following table outlines the current state of ash tree removals within the Village due to the Emerald Ash Borer:

Subdivision	Total Trees	Total Ash	Ash Removed	% of Ash Removed
Oak Grove	185	126	17	13%
Crestview	53	25	10	47%
Aspen Grove	71	28	28	100%
Country Ridge	124	64	5	7%
Saddlewood	161	85	20	7%
Other areas	N/A	N/A	13	N/A

From these EAB removals, a total of 8 loads of chips, and an equivalent of two semi loads of logs were removed. Wood chips are being taken to Great Lakes Farm in Long Grove (an Illinois Department of Agriculture approved site) for disposal.

Other Tree/Arborist Work:

Three large hazardous maple trees (all approximately 60 feet tall) were removed from the right of way on Laurel Ave. in the Larkdale Subdivision. These removals resulted in three loads of chips and four loads of logs. A damaged thirty foot box elder tree was removed from Sunnyside Avenue. The Village Arborist also performed three Building and Zoning permit inspections for residents.

Street Sweeping

With the warmer early spring temperatures, crews began to perform street sweeping more regularly to remove debris from the roadways and gutters. Seventeen and a half hours were spent cleaning the streets in the Saddlewood Subdivision, Larkdale Subdivision, Aspen Grove Subdivision, Industrial Park and older areas of town. This regular street sweeping is required to meet federal pollution standards.

Lift Station Maintenance

As part of ongoing maintenance, during this period, Street Division personnel cleaned and tested lift station #1 (Park District property), #2 (Larkdale Row), #3 (Ridge Ave.), #4 (Sunnyside Ave.), #5 (Oakdale Ave.), #7 (North Ave.), #8 (Callahan Road), #9 (Hollow Hill Drive), #11 (Dato Lane), #15 (Anderson Road), and #18 (Highland Terrace). Floats were replaced at lift station #12 (Karl Court) and #17 (Roxbury Lane) and the lower seal was replaced at #17 (Roxbury Lane) and #2 (Larkdale Row). Wet wells were cleaned at lift station #11 (Dato Lane).

Water Division

Liberty Lakes Water Treatment Plant

During this period, our SCADA system reported a well relay problem at the Liberty Lakes Water Treatment Plant. The issue made the well run continuously even though the Water Plant wasn't needed at the time. Water Division personnel requested the assistance of an electrician and vendor, Kamp Synergy, to diagnose the situation. Upon investigation, it was discovered that a wire tie had fallen into the main relay track making it unable to release when called to shutdown. After the tie was removed and the system checked and reset, the well was tested and put back into service.

Water Reclamation Division

The following projects were completed during this period:

- On 3-10, staff replaced the sump pump float switch on the biotower meter vault.
- On 3-10, airlines on a portion of the solids contact tanks were cleaned. Staff installed clean outs on the ends of the airlines in order to perform maintenance more efficiently. The tank was put back into service on 3-11.
- On 3-10, there was an off-hour callout to address blown fuses on the harmonic filters to Pump N2. The main breaker to pump N2 tripped as well as the 250 amp breaker to variable speed drive pumps N1, N2, S1, S2. There was no power to the trickling until staff arrived and corrected the situation.
- Infilco sand filters were partially drained and super chlorinated. Chlorination cleans the sand and kills any biological growth. This allows the plant to work more efficiently since water can pass through the sand at a less restricted rate. This is done on a quarterly basis. Tanks were put back into service on 3-17.
- During the week of 3-14, all four primary clarifiers were drained, cleaned, and annual maintenance/inspection was completed. All submerged flight driven bearings were lubricated. The oil was drained and replaced on all four cross collectors. The wear shoes and drive chains were inspected. Everything appears in good working condition. Tanks were filled and put back into service.
- On 3-20, there was an excess flow event. Rain had fallen for most of the day and by 4:00 p.m. influent raw flows began to exceed 6 Million Gallons per Day (MGD). At this

point, the excess flow tank had begun to be filled. Staff had already been called in (at 2:30 p.m.) for SCADA alarms for high levels at multiple points of the facility. By 7:00 p.m. the excess flow tanks were full and discharge had begun. Total combined final flows were between 7-8 MGD for the hours of 7:00 p.m. – 10:00 p.m. Close to two inches of rain had fallen during the day.

- During the week of 3-21, staff received repaired dry weather pump P105 from Pumping Solutions. The pump had new bearings, seals, and the motor was rewound. Before installing the pump, a large amount of rags and debris on pump P104 was noted. Staff were concerned that P105 would not be able to be installed properly with all the debris in place. Pump P104 was pulled and the well was cleaned with the assistance of the Vactor truck and crew. The cleaning involved a confined space entry as staff were lowered thirty feet into the wet well to cut and remove the debris. The floats and level transducer were pulled and remaining rags were removed. Both pumps were installed and are back in service.
- On 3-25, a tour was given to staff members from Siemens. Siemens was conducting an energy audit on facility equipment. We are awaiting a report on their findings.
- During the week of 3-28, the chlorine contact tanks and grit tank were pumped out and cleaned with the Vactor truck. The airlines were cleaned and new grease was added to all four bearings. The screw was cleaned of all debris. This was completed as annual maintenance.
- Two UV lamps were replaced during this monitoring period.
- Environmental Quality Items - Monthly sample results for February were received from Synergy Flavors. Monthly sample results for March were received from Stack-On Products. The data was logged and their 'significant non-compliance' forms were updated. There were six grease trap inspections during the 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. Inspections were logged and entered into industrial user database.

Indicators for Water Reclamation (21 day reporting period)

Final Flow

Total pumpage for period: 37,986,000 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: 1,809,000 gallons per day

High flow reporting period: 3,488,000 gallons

Low flow reporting period: 1,244,000 gallons

Performance Indicators for Water Produced

Total pumpage for period: 20,967,000 gallons

Dependable capacity of waterworks @ 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: 1,048,000 gallons per day

High day for reporting period: 1,417,000 gallons per day

Low flow for reporting period: 732,000 gallons per day

- JULIE locates: 40
- Daily check of water facility: 112
- Daily water supply operational tests conducted: 366
- Daily water distribution operation test conducted: 144
- Non-daily bacteriological samples collected: 7

- Non-daily chemical samples collected: 2
- Repaired water meters: 2
- High water bill investigations: 8
- Water quality inquiry: 1
- Red Tags delivered: 159
- Final readings: 29
- Backflow 1st notice: 138
- Backflow 3rd notice: 3



Commissioner Schwarz:

- **Site Inspections / Reviews:**
 - 315 N Rand Road/ Interior Alterations
 - 1205 Garland Road / Driveway/Apron
 - Liberty Lakes / Ecological Burn
 - 736 Saddlewood / Fence
 - 333 Indian Ridge Trail / Driveway
 - 1400 N. Rand Rd / Interior Alterations
 - 348 W. Mill Street / Interior Alterations
 - 410 S. Barrington Road / Shed
 - 403 Brown St. / Fence
 - 1260 Henri Drive / Addition
 - 1000 Rand Road Unit 219 / Interior alterations
 - 537 Brown Street / Fence
 - 510 Old Country Way / Fence
 - 415 Brown Street / Fence
 - 236 N. Main Street / Pier Install
 - 1260 Karl Ct / Office Alterations
 - 220 Lewis Ave / Deck Pergola
 - 2860 Sweet Clover Way / Fence
 - 403 N Main Street / Alterations
- **Training Attended:**
 - Pipeline Safety
 - Illinois Accessibility Code
 - Carnival and Amusement Safety
- **Meetings:**
 - Staff / Douglas Glen Annexation

Inspections Completed:

- 32 Building permit inspections
- 23 Residential Dwelling Inspections

Permit Desk:

- 23 new building permits, including 5 new single family homes at Liberty Lakes East, for total revenue of \$61,390.
- 14 new Real Estate Dwelling Inspection Applications for total revenue of \$1,050.
- 11 electric and 7 plumbing inspections by sub-contractors
- 1 plan review by Pathmann Architects
- 2 FOIA request with a total of 20 minutes preparation time

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 meeting with a business owner to review zoning regarding an automobile repossession business locating to the Village; meeting with a Village resident regarding subdivision requirements; meeting with a business owner interested in signage for a proposed transmission business. RCCA prepared the Plan Commission/ZBA 3/16/11 Agenda and coordinated assembling of Plan Commission packets for Members and Staff including a copy of the Draft Bicycle Plan for Plan Commission review. RCCA also coordinated with Village Staff regarding properties requiring a Village address. RCCA reviewed and prepared a memo with a proposed Brown Street extension exhibit related to an IDOT Phase I Study for a potential traffic signal at Brown Street and Route 176. RCCA researched and provided assistance to Staff regarding construction signage. RCCA coordinated and assisted Village Staff with Strategic Goal A Task #3 Downtown Façade Inventory including drafting a cover memo dated 3/23/11. RCCA attended the 3/16/11 Plan Commission/ZBA meeting. RCCA reviewed parking space sizes for existing businesses within the community and prepared a legal notice for a public hearing scheduled for 4/20/11 regarding Zoning Text Amendments for Wind and Solar Energy and for amendments to the Village Comprehensive Plan to adopt a Draft Bicycle Plan and Bicycle Map into the plan. RCCA continued work on Strategic Goal B Task #2 Annexation policies/priorities. RCCA provided a review of the Zoning Use Tables and reviewed the same with the Village Board at the 3/22/11 C.O.W. Meeting.

Zoning Administration Services – Specific Applications

Cargill Property / Douglas Glen Senior Development: RCCA coordinated with the applicant's land developer including providing copies of Staff and Consultant review memorandums and responding to phone inquiries. Staff attended the Plan Commission/ZBA Public Hearing held on zoning petitions received. RCCA coordinated a staff meeting and reviewed potential changes needed to the annexation agreement along with review of possible schedules and future meeting dates. RCCA prepared a letter to the developer of the staff comments and tentative schedule of meetings. RCCA prepared written findings of fact and prepared a Plan Commission report to the Village Board for review and approval at the 4/6/11 Plan Commission/ZBA Meeting.