

MAYOR
MARK F. KNIGGE

ADMINISTRATOR
DAVID GEARY



101 NORTH MAIN STREET
WAUCONDA, IL 60084
PHONE 847.526.9600
FAX 847.526.8809

CLERK
GINGER IRWIN

TRUSTEES
LINCOLN F. KNIGHT
JOHN F. BARBINI ED.D.
DOUG BUSTER
LINDA STARKEY
KEN ARNSWALD
CHUCK BLACK

To: Mayor Knigge and Board of Trustees

From: David Geary-Village Administrator, Dir. of Public Works, Dir. of Building/Zoning
Jackie Soccorso-Dir. of Environmental Quality and Public Works Supt. of Administration
Alex Pryde-Public Works Superintendent of Operations
Joe Schwarz-Fire Prevention Division Chief and Building Commissioner
Zaida Torres-Director of Finance, Human Resources and Information Technology

Date: August 10, 2011

Administration, Public Works, Finance and Building and Zoning Departments
Administrative Report for July 28th through August 10th, 2011

Administration

Northern Illinois Municipal Electric Collaborative (NIMEC)



David Hoover, Executive Director of the Northern Illinois Municipal Electric Collaborative (NIMEC) made a presentation to the Board at the August 9th Committee of the Whole meeting about the opportunity that now exists

for the Village to help residents save money on their Commonwealth Edison bills. The concept was received favorably by the Board, and staff will now follow up with David to obtain more detailed information about the program.

Public Works

IDOT Snowplowing Contract

During this period, we received notice from IDOT that our annual agreement for plowing State Routes 176 and 59 has been extended for the coming winter. The Department will pay the Village \$17,058.00 for snow and ice removal on these streets from November 1st to April 30th. The Village covers 9.24 lane miles on these State routes, which amounts to compensation of \$1,840/mile for the winter.

EAB Grant Update

Earlier this year, the Village received a grant in the amount of \$16,000.00 from the Metropolitan Mayors Caucus for Technical Assistance in dealing with the Emerald Ash Borer (EAB) infestation. The approved work plan centers around two important tasks - completing a comprehensive tree inventory, and formulating an urban forestry management plan. The Village has contracted with Wachtel Tree Science to perform the tree inventory. Technicians have been in the Village for the past four weeks putting together a physical inventory of all existing

individual trees and vacant planting sites in the public rights-of-way (ROWS). The inventory data will be compatible with the Village's GIS system and this layer will be added to the system later this year. Wachtel plans on completing the tree inventory by the end of August. Village Arborist Chris Esvang has begun work on drafting the urban forestry management plan and will incorporate information from the tree inventory into this document. When completed, the plan will be presented to the Board for review and approval.

Lake Michigan Water Information

Staff continues to develop information to begin the public education campaign regarding bringing Lake Michigan water to the Village. A newsletter article, a flyer, talking points and visual aids are being developed for use at the Community Round Up, the first public event where we will present the Lake Michigan water information.

Street Division

Lift Station Maintenance

During this period, all weekly checks and preventative maintenance tasks were performed at the lift stations. During this process, staff completes a comprehensive checklist that is tailored to each lift station. An example of one of these sheets is attached to this report. Also during this time frame, the electrical conduit at lift station 17 (Roxbury Lane) was repaired and the new power cable for pump #2 was installed. The radiator for the generator at lift station 14 (Wethington Drive) was cleaned and flushed and new anti freeze was installed. The step down transformer at RTU #11 (Dato Lane) has failed and needs to be replaced. Staff is in the process of having this work completed.


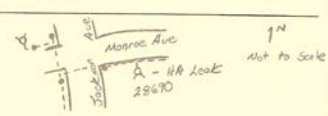
Street Sweeper & Vector Truck Operation

Seventeen man hours were spent during this reporting period sweeping streets in the Larkdale subdivision and near the downtown area. This sweeping resulted in twelve tanks of debris which have been removed from the curbs and streets. Almost 29,000 feet of sanitary sewer line located throughout the Village was cleaned with the vac truck. Historical problem areas were addressed first and followed by other areas in the zone currently identified for cleaning.

Water Division

Leak Detection Survey

Contractor Associated Technical Services (ATS) began a leak detection survey of the Village's water system. During the survey, ATS crews employ highly specialized equipment to check each pipe. Detected leaks of all types and sizes are then pinpointed, marked in the field and documented in reports. Identified leaks will be classified by size and type so that we can prioritize and plan repairs. This survey will reduce our unaccounted for water loss, which is critical since receiving the Lake Michigan Water allocation.

 ASSOCIATED TECHNICAL SERVICES LTD. <small>124 W. ST. CHARLES RD., VILLA PARK, ILLINOIS 60181</small> <small>(630) 834-1558 24 hrs.</small>		LEAK REPORT no. <u>1</u> of <u> </u>
CLIENT: <u>Village of Wauconda</u>	DATE: <u>8-9-11</u>	
JOB NO. _____	PURCHASE ORDER NO. _____	
WEATHER: <u>Sunny 78°</u>	SURVEY AREA NO.: <u>24C-D</u>	
LEAK SURVEY: <u>xxxx</u>	SCHED. CALL: _____	EMERGENCY: _____
ATS TECHNICIANS: <u>Chris</u>	RESHOOT: _____	
DATE DETECTED: <u>8-9-11</u>	DATE LOCATED: <u>8-9-11</u>	
LOCATION: <u>The leak is a Fire Hydrant leak located at 28670 Monroe Ave, This HA is not on map.</u>		
RECOMMENDED ACTION: <u>Repair as Necessary.</u>		
REPAIR DATE: _____	ESTIMATED LOSS: _____	g.p.d.
LEAK DESCRIPTION: <small>(size of orifice, repair method)</small>		
USE THIS AREA FOR FIELD SKETCHES 		
* Describe circumstances		
ADDITIONAL NOTES: _____		
<small>ATTENTION REPAIR CREWS! - If leak is not accurately pinpointed, contact ATS immediately. Please fill out "Leak Description" information at the time of repair.</small>		
<small>ATS® 706</small>		

B-Box Repairs

During this reporting period, un-keyable b-boxes were excavated and replaced at 620 Laurel Ave. and 1180 Larkdale Row. These b-boxes were identified as being 'frozen' in the past during an attempt to shut the water off for non-payment.

Service Line Repairs

On August 2nd, a service line leak was reported by a resident in Spencer Highlands. Water Division staff investigated and pinpointed the location of the leak which was then repaired. The other leak, located at 206 Church St., was found during the leak detection survey that began last week. This area has also been addressed.



- JULIE locates: 94
- Daily check of water facility: 84
- Daily water supply operational tests conducted: 580
- Daily water distribution operation test conducted: 20
- Repaired water meters: 1
- High water bill investigations: 5
- Water quality inquiry: 2
- Penalty posted: 274
- Red Tag Notice shut-offs: 10
- Final readings: 48
- Backflow 1st notice: 14
- Backflow 2nd notice: 24
- Backflow 3rd notice: 3

Water Reclamation Division

Contractor Synagro continued to press and haul sludge from the water reclamation facility. As of July 28th, Synagro had pressed and hauled 976,535 gallons of sludge. The sludge was pressed into a cake form and hauled for future land application. Synagro will be back at the end of August or the beginning of September to complete pressing and hauling for the year.

During this period, the following tasks were completed:

- On 7-29, staff conducted an industrial pretreatment inspections at Extrusion Tooling & Technology. Another inspection was completed at Blacksheep Enterprises. There were concerns regarding each of their processes that were raised after review of information obtained from industrial surveys from 2010.
- On 8-4, staff replaced piping on the solids contact portion of the Ferric Chloride Pump #2.

- Staff completed monthly, semi-annual, and annual preventative maintenance on facility equipment.
- The returned 2011 industrial pretreatment surveys were reviewed to determine if any additional follow up or inspections were needed. This is a requirement of Special Condition #8 of our NPDES permit.

Indicators for Water Reclamation (14 day reporting period)

Final Flow

Total pumpage for period: 21,187,000 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: 1,513,000 gallons per day
 High flow reporting period: 2,725,000 gallons
 Low flow reporting period: 1,090,000 gallons

Performance Indicators for Water Produced

Total pumpage for period: 17,478,000 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: 1,248,000 gallons per day
 High day for reporting period: 1,600,000 gallons per day
 Low flow for reporting period: 949,000 gallons per day



Bangs Lake Weed Harvesting

During this period, forty four man hours were spent removing 135 cubic yards of seaweed from the lake. Thick lake weeds continue due to ideal growing conditions.

Mosquito Update

We are working with Clarke to schedule the next spraying for adult mosquitoes. This spraying is tentatively scheduled for next week. All of us in the Lake, McHenry, and Cook County area are experiencing a surge in mosquito populations due to the high rainfall coupled with warm temperatures in the past few weeks. With the cooler temperatures this week, there has been a slight reduction in numbers. Our program with Clarke is based on disease prevention. Our program with Clarke does NOT eradicate the mosquito population, but controls it to prevent West Nile Virus. Our program does NOT eliminate nuisance mosquitoes. Our primary goal is to protect public health. The Aedes vexan mosquito is the most common mosquito and that is the mosquito that hatches after a rainfall. However, it is NOT considered a significant vector of West Nile Virus. It is considered a “nuisance” mosquito. Aedes vexan mosquitoes can breed in normally dry areas that have become flooded with rainwater. The eggs of the Aedes mosquito can lie dormant for months. When it rains, the eggs can then resume their lifecycle and develop into adult mosquitoes. Air temperatures and water levels have an effect on this process.

Generally speaking, for each day it rains, we can expect a new brood of mosquitoes to emerge around 7-14 days later and each brood lives about 3 weeks. Clarke Mosquito monitors the types and numbers of mosquitoes in our area through traps and sampling of standing water. When numbers reach threshold levels, a community-wide spraying is scheduled.



Site Inspections / Reviews:

Commercial:

1200 Karl Ct. / Office Alterations
Waters Edge / Office Build-out
122 S. Main Street / Dumpster Enclosure
1260 Karl Ct / Office Alterations
John Kuester Manor / Fence

Residential:

Lakepoint H.O.A. / Multiple Privacy fence replacements
611 Lakeshore Blvd. / Patio & sidewalk
2560 Dogwood Drive / Patio & Fire Pit
2560 Goldenrod Way / Fence
2450 Bluewater Dr. / Fence
1035 Larkdale Row / Pool
227 Kimball Ave. / Deck
805 Peninsula Ln. / Piers installation with existing foundation.
Lakepoint / Shoreline Restoration.

Meetings:

Staff / Homer Tree Annexation and Zoning
Quarterly Budget Review with Admin Staff
Building and Zoning and Public Works Staff Meeting
On site meeting with Phil Hedgepath to discuss potential building alterations to the Hedgepath Landscaping facility.

Other:

Photos for Economic Development Strategy Meeting on August 11, 2011.
Drafting of Plans and obtaining proposals for Building Department Renovations.

Building Inspections:

73 Building permit inspections
21 Residential Dwelling Inspections

Permit Desk:

- 28 new building permits for total revenue of \$4,530
- 5 new Real Estate Dwelling Inspection Applications for total revenue of \$375
- 2 FOIA request with a total of 20 minutes preparation time
- Prepared 1 new Inspector Training sheet
- Created Fireworks donator Certificate of Appreciation
- Reviewed and processed escrow account billings

Zoning Services

Rolf C. Campbell and Associates (RCCA) continues to work with Village staff on various planning and zoning matters including referrals and reviews regarding potential zoning and economic development opportunities. Recent activities included: a meeting with a local property owner regarding zoning for a potential new business use; receipt and response to several phone calls concerns zoning, including a follow-up email reply to a village resident concerning a non-conforming zoning lot and structure; a zoning review of a proposed site plan for a building addition; review of three sign applications; and a meeting with a potential Main Street business owner regarding signage. RCCA also coordinated with the Village Attorney regarding additional survey information related to the Wauconda Healthcare property. RCCA reviewed and responded to a peddler's request to operate within the Village. RCCA coordinated with Village Staff and Consultants in the review of residential driveway surface requirements, and presented a report at the 8/9/11 Committee-of-the-Whole Meeting on this topic. RCCA continued work on Comprehensive Plan "work initiatives" including attending and reviewing work items at the 7/27/11 Joint Economic Development Committee and Building & Zoning Meeting. RCCA coordinated with Village Staff and provided other miscellaneous planning and zoning administrative assistance.

Zoning Administration Services – Specific Applications

Economic Development: Recent activities included a follow-up email to an existing business to address their questions and comments about expansion. RCCA coordinated with the Chairman of the EDC Committee in preparation of Committee agendas. RCCA continues research and feasibility analysis of three Village of Wauconda Planning areas.

Cargill Property / Douglas Glen Senior Development:

RCCA coordinated with the property owner, developer and provided status reports to the Village Administrator.

Synergy Flavors – Resubdivision Plat/Denmar Drive Road Vacation

RCCA coordinated the continued project improvement plan review with Village Staff, Consultants and Owner's Consultants.

Homer Tree – Annexation

RCCA coordinated and attended a meeting with a Homer Tree representative and Village Officials. RCCA coordinated the initial review of documents received for annexation and zoning with Village Staff and Consultants.

RTU #3
(110 Ridge Ave.)

Month/Year: _____

WEEKLY

Building and Grounds	Date	By	Date	By	Date	By	Date	By
Check Building Exterior								
Check Exterior Lighting								
Check Wet Well (grease buildup,)								
Check Floats (grease buildup & hanging)								
Check Transducer (grease buildup & hanging)								
Check Valve Pump #1 (Swing Arm)								
Check Valve Pump #2 (Swing Arm)								
Check Valve Pump #3 (Swing Arm)								
Check Valve vault (should be dry)								
Check Indoor Lighting								
Check Ventilation Louvers								
Check Temperature (60 degrees)								
Sweep Floor								
Wipe down all components in building								
Generator	Date	By	Date	By	Date	By	Date	By
Check Oil								
Check Anti Freeze								
Check Radiator Hoses								
Check Fan Belt								
Check Block Heaters								
Lamp Test								
Check Battery Charger								
Control Panel	Date	By	Date	By	Date	By	Date	By
Check U.P.S.								
Check All Fuses								
Check Circuit Breakers								
Check Relays								
Check Telemetry Signal								
Check Indicator Lights								
Monthly								
	Date	By	Date	By	Results			
Check Oil in Generator before start up and Check again the day after								
Check Anti-Freeze before start up and Check again the day after								
Check Fan Belts before start up and check again the day after								
Check Coolant hoses before start up and Check again the day after								
Check SCADA Alarms and Floats Alarms			n/a	n/a				
Check Eye Wash			n/a	n/a				
Check Smoke/Fire alarm			n/a	n/a				
Check Fire Extinguishers			n/a	n/a				
Check Furnace			n/a	n/a				
Semi-Annual								
	Date	By	Date	By	Results			
Pull Pump #1 for Maintenance (Sept/October & March/April)								
Pull Pump #2 for Maintenance (Sept/October & March/April)								
Pull Pump #3 for Maintenance (Sept/October & March/April)								
Clean Discharge Check Valve Pump #1 (Sept/October & March/April)								
Clean Discharge Check Valve Pump #2 (Sept/October & March/April)								
Clean Discharge Check Valve Pump #3 (Sept/October & March/April)								
Annually								
	Date	By	Date	By	Results			
Service Pump #1 (July-August)								
Service Pump #2 (July-August)								
Service Pump #3 (July-August)								
Remarks:								