



**Supervisor's Office**  
Gloria M. Palmblad

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## **HIGHWAY COMMITTEE MEETING**

**Ela Town Hall – Lower Level Board Room**  
**1155 E. Route 22, Lake Zurich, IL**  
**Friday, May 6, 2022 – 8:30 A.M.**

### MEETING MINUTES

1. Call to Order – Trustee Sikes called the meeting to order at 8:38 a.m.
2. Roll Call – Present were Supervisor Palmblad, Trustee Sikes, Superintendent DePouw, Foreman Meyer.
3. Project Updates – • Knox Park/Town Hall repaving project – The bid package prepared by Gewalt Hamilton Associates should have included the sewer repair, but did not. The project cost is being updated and the budget will be updated to reflect this increase. • Repaving in unincorporated areas is scheduled to start May 23, weather permitting, and expected to be completed by July 4. Designated roads in Forest Lake will be completed first, followed by Echo Lake. This will complete the current multi-year repaving program that has been underway in Echo Lake. • Two culvert repairs will take place during the repaving of Forest Lake. • Other upcoming projects – Minor road repairs for any damage from snow season. Shelving installation at Knox Park concession stand. Minor sinkhole repairs. Sidewalk and concrete repairs/installation at Knox Park, Echo Lake Rd and the new Fitness Pad.
4. Generator – Awaiting updated quote to go to bid.
5. 2022 Storm Water Plan – Put on hold given the excessive cost estimate for the assessment. Superintendent DePouw has looked into purchasing a mainline sewer camera crawler system that would enable staff to televise the storm water system in-house. Initial cost estimate is ~\$35,000 (half the price of the estimate to outsource the assessment) and staff is looking at the potential of purchasing the camera crawler system in the next budget year.
6. Vehicles – • Superintendent DePouw has still not been given a definitive timetable on when the snow plow truck intended for purchase in the FY22 budget year will be delivered. Payment is on hold for now. • Staff will be joining staff from Fremont and Wauconda Townships to visit Warren Township to elevate their vactor truck ahead of a possible IGA for a joint purchase of a vactor truck in FY24 budget. • Bucket truck for FY23 budget is still expected to be delivered in August.
7. Staffing – Following 90-day probation period, recently hired Maintenance Worker 1 will not be returning. Vacant position has been posted with two applicants received so far.
8. Old Business – • Quote for awning at Highway Dept. shop has come in at \$1,276. • A bush will be replaced at the cemetery. • A proposal has come in to add a tree as part of the Peace Pole Project and the Highway Department has been requested to assist with placement if added to the project. At this time, the committee does not feel

adding a tree makes sense and could create additional long-term maintenance costs that would fall on the Township.

9. Set Date for Next Highway Committee Meeting – Monday, June 27, 2022 at 8:30 a.m.
10. Adjournment – 9:51 a.m.

**Minutes Submitted by Trustee Sikes – June 3, 2022**