



Supervisor's Office
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HIGHWAY COMMITTEE MEETING

Ela Town Hall – Lower Level Board Room
1155 E. Route 22, Lake Zurich, IL
Friday, January 28, 2022 – 8:30 A.M.

MINUTES

1. Call to Order – Trustee Sikes called the meeting to order at 8:39 a.m.
2. Roll Call – Supervisor Palmblad, Trustee Sikes, Superintendent DePouw, Foreman Meyer, Township Manager Stefaniuk, Trustee Wilhoit.
3. Snow & Ice Control – Going well overall for the season. An update was provided regarding a resident concern and how staff addressed the concern. An update was provided on the policy for resident mailbox repair – residents are sent notice when mailboxes are at risk; staff replace fallen mailboxes when damage results from snowplowing. 400 tons of salt has been ordered over the previous two weeks, a total of 600 tons for the season so far – typically maintain 900 tons for the season, with 250 tons additional kept in reserve at all times.
4. Generator – An estimate from Greco Electrical Contractors will be used to go to bid for the two generators needed for the buildings. \$100,000 will be put into the next budget year for this purchase.
5. 2022 Storm Water Plan – Plan is in development with Gewalt Hamilton Associates. Two proposals are being prepared, one for minimum needs and one that is more comprehensive. Hope to have proposals by next meeting.
6. Tree Trimming – Staff provided an overview of the procedures for mowing and tree trimming. A resident concern was discussed and it was determined the road in question is maintained by the Village of Lake Zurich, not Ela Township.
7. New Business – Vehicles and equipment insurance renewal packet has been received for review.
8. Old Business – Planned truck replacement has been ordered. It had been hoped the truck would be delivered by March. Vehicle orders appear to be running 18 months behind. Subsequently, staff will plan to place future vehicle orders as early as this year to ensure delivery arrives in planned budget year. Staff clothing reimbursement discussed for the upcoming budget. A request has been made to change the terminology on the staff annual self-evaluation form. Staff provided the current safety use manual utilized and explained regular process for education and safety training. Lakeside Drive drainage project - Gewalt Hamilton Associates will not have the bid package ready for the February board meeting. Purchase of roller – staff has received pricing from Altorfer CAT and is waiting on a second option. Supply for needed model is extremely low right now.

- Highway Department Building Signage – The prospect that more prominent signage could lead to higher incidents of vandalism was discussed. Subsequently, no plans to add Church Street signage at this time. Staff will review if additional security measures should be considered first.

9. Set Date for Next Highway Committee Meeting – Friday, March 4, 2022 at 8:30 a.m.

10. Adjournment – 10:10 a.m.

Minutes Submitted by Trustee Sikes – February 7, 2022