



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

September 11, 2020

Management Reports

1. **Manager's Notes - See weekly report**
2. **Finance Department - See weekly report**
3. **Public Works Department - See weekly report**
4. **Community Development Department - See weekly report**
5. **Police Department – See weekly report**
6. **Fire Department - See weekly report**

Calendar (Can be found on front page of Village website www.clarendonhills.us)

September

2020

Su	M	Tu	W	Th	F	Sa
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3

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Village Calendar (5)

Village Calendar

Chamber of Commerce Meeting

September 16, 2020, 9:00 AM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

September 17, 2020, 7:30 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

Zoning Board of Appeals and Planning Commission Meeting

September 17, 2020, 7:30 PM @ Board Room

[More Details](#)

Village Board Regular Meeting

September 21, 2020, 7:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

September 24, 2020, 7:30 AM - 2:00 PM @ Downtown Prospect Avenue

[More Details](#)

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager
Date: September 11, 2020
Subject: Weekly Report

- **COVID-19 Business Operation Update** – Business operations continue as before. We will see how things shake out as the weather gets colder.
- **Staff Response to Coronavirus Pandemic/Village Operations** - The Village Hall opened this week! So far very few people have come in to do business in person, so we have not had any problems. Otherwise things continue to operate well.
- **COVID 19 Health Department Update** – No update this week due to the holiday weekend.
- **DMMC Manager's Committee Meeting** – I participated with this meeting on Thursday morning. Many issues were discussed including, of course, continued response to the COVID-19 crisis, CARES Act funding, police body cams and employee compensation issues.
- **COVID Cares Act Funding Meeting with County** – Several of us participated in a call this morning regarding instruction for seeking CARES Act funding. It is difficult, but we still anticipate being able to receive the full reimbursement. We will keep you advised.
- **Budget Status Update** – Staff continues to work on the Budget for CY 2021. This week we held several staff budget meetings. Most of the draft budget is now complete. In general, things look pretty good. We will be discussing timing for Board review soon.
- **Parkway Letter** – As previously advised, the letter regarding parkway issues went out earlier this week to almost 250 residents. As you might imagine, we have had significant feedback. We plan to report the results to the Board at the meeting on the 21st.

Enjoy the weekend and stay safe!

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: September 11, 2020
Subject: Department Report

1. Village Hall has reopened to the public, hours are 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building.
2. Vehicle Stickers can be purchased in person at the Clarendon Hills Village Hall and at the Police Department. Stickers were **due July 1st**. **Late Fees went into effect September 1st**. Sales are also taking place online or by mail. Online purchases can be made by visiting the Village Website and clicking "Online Bill Pay" www.clarendonhills.us/388/Online-Bill-Pay. Prices are as follows:
 - Passenger Car - \$60
 - Motorcycle - \$45
 - Seniors (62+) are eligible for a 50% discount (with the limit of 2 vehicles)

In previous years to purchase a sticker at the "Senior Rate" Seniors were required to come in and show proof of age. While the "Stay at Home" order is in effect, Seniors will be able to purchase their Stickers at the "Senior Rate" online or by mail without having to physically come in and show proof.

Village of Clarendon Hills residents have the option to purchase a special vehicle sticker showing their support for Dancin' in the Street Summer Concert Series. By donating a minimum \$10.00 (plus regular sticker price). The Concert Series has been cancelled due to COVID-19; donations will be repurposed for an even better concert next year.

Residents are required to purchase a village sticker for each vehicle they will have housed in Clarendon Hills. The annual license period begins July 1st of each year and ends on June 30th of the next year.

3. Pet License Tags went on sale on June 1st and can be purchased for \$15.00 at the Police Department and at Village Hall. Proof of rabies inoculation is required.
4. Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing:

(Note: The Mail slot at Village Hall has been moved to a temporary Mailbox located along Prospect Avenue, this is temporary during the Front Porch replacement project.)

- Online Payments

- www.clarendonhills.us/388/Online-Bill-Pay

1. Pay by Credit/Debit Card (*All major credit cards accept with no addition fees*)
2. Sign up for Auto Debit (ACH – auto draft a checking or savings account)

- **Pay In Person/Drive Up Drop box**

- There is a temporary Mailbox set up along Prospect Ave. This will be checked daily M-F for water bill payments.
- Clarendon Hills Bank has Drive-up Drop box is in the outside drive-up lane

- **Pay by Mail**

Use the enclosed remittance envelope that came along with the bill addressed to:

Village of Clarendon Hills
PO Box 5671
Carol Stream, IL 60197-5671



MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: September 11, 2020
Subject: Weekly Report

1. Crews were in on Saturday for a water main break on Saturday morning at 24 Woodstock. This repair was more challenging as the location included two water taps, one pipe connection and two nearby gas services. One gas service was not located correctly, causing additional delays.



2. A culvert was repaired on the 200 block of Coe.
3. Additional fine tuning of the floats and switches occurred at the Chestnut Alley Pump Station.
4. Crews finished hauling out brush from the storm. Our contractor got the last three hangers out of trees that were too high up for our equipment to reach.
5. Crews worked on a variety of tasks including watering, parkway inspections, utility locates, street sign repairs, and equipment maintenance.
6. Our new dump truck was delivered to have the material spreader installed. This will assist us in raising the grade in areas where it has receded at the road edge.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Dan Ungerleider, Community Development Director
DATE: September 11, 2020
RE: Department Report

1. **Building Permits.** So far in September the Village has issued nine (9) building permits, including one (1) new home, all having a total reported construction value of \$655,207.

2. **Downtown Revitalization Project**

a. **Gates.** Next week BNSF will begin to bury the overhead utility lines running between the pedestrian crossing and Prospect Avenue, north of the tracks. Once completed, BNSF will relocate the mechanical equipment from the existing bungalow to a new bungalow on the westside of Prospect Avenue. Be patient and Be Safe.



www.icc.illinois.gov/rail-safety/illinois-operation-lifesaver

b. **Train Station – Inbound Shelters.** The first steel modules of the east inbound shelter were delivered and installed this week. This was not a small endeavor: the modules, built just under standard roadway delivery restrictions, were delivered; trains on the south train track had to be temporarily diverted to another track; and each module had to be “walked” down along the platform to its foundation. The east shelter will be a mini version of the main shelter. It will have a heated and enclosed window-clad room and an open shelter area. Next week the middle shelter modules will be delivered and installed.



c. **[NEW CATEGORY!] Train Station – Outbound Shelter.** This week ComEd installed a new utility pole on the former police station property. This pole will eliminate the need for the inground utility pole tether on the east side of Prospect, thus allowing safe passage on the east side sidewalk and making way for the new outbound commuter shelter. A preconstruction meeting with IDOT for the outbound station has been scheduled for September 22, 2020. Project completion is expected the end of spring 2021.

d. **Streetscape.** Nothing to report. It rained.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: September 11, 2020
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report

On September 11, 2001, 71 police officers, 343 firemen, and over 2,500 civilians were killed in the terrorist attacks at the World Trade Center and Pentagon. Additionally, countless others have died from illnesses related to the attacks. Please keep those who have passed, as well as their families, in your thoughts and prayers today.

Residents, please continue to lock your cars and homes. Also, be aware of your surroundings when out and about. Do not leave keys, valuables, or garage door openers in your cars.

Training:

- This month's training includes an overview on U.S Supreme Court decisions and Court Smart online training.
- Officer Katsaros completed a 40-hour computer forensics class.

Recent events:

On September 4, 3:02pm, officers were called to the Post Office for a black female trying to pass a counterfeit \$20 bill. Officers located the offender in a gray Jeep and attempted to stop her. The offender fled at dangerously high speeds. Officers did not pursue. Pending.

On September 7, 5:25am, officers stopped a vehicle on Route 83 for speeding 105mph in a 55mph zone. The driver also had a suspended driver's license. He was cited for both and release to a Lyft.

On September 8, 10:19am, officers were called to area of Golf and Burlington for a disorderly conduct complaint. Apparently, a white male in his 50's decided to defecate on the front lawn of the complainant's business. Officers could not locate the offender. No evidence was gathered.

On September 9, 11:22am, officers responded to Route 83 and 58th for an aggravated battery complaint. The complainant was struck with a bat several times during a road rage incident. The victim did not want to sign complaints.

On September 9, 5:02pm, officers responded the corner of Jane and Prospect for a suspicious person. The complainant related that an unknown white male was sitting in his driveway. The male was ultimately transported to the hospital for evaluation.

On September 9, 9:15pm, officers responded to a home in the 200 block of Prospect for a person in crisis. The resident was transported for evaluation.

On September 10, 6:00pm, officers spoke with a resident from the 200 block of Burlington regarding an identity theft. An unknown person applied for unemployment benefits using the resident's credentials.

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MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: September 11, 2020
Subject: Weekly Department Report 2020-23

1. Fire Prevention Bureau Activity during the past week.
 - During the past week nine (9) Fire/Life Safety inspections were conducted.
 - Lt. Godek is trying to balance the “catch up” of the Fire Inspections along with the uptick of Code Enforcement cases regarding mostly property issues.
 - Lt. Godek completed all of the annual inspections for Notre Dame School and is working with school district 181 for the inspections at CHMS, Walker and Prospect schools.
2. Training Report:
 - No department wide training this week.
3. Emergency Medical Services Report:
 - COVID 19 Procedures have been in place and amended periodically since March 16, 2020.
 - EMS continuing education will continue online until at least the end of 2020.
 - This week I again participated in several conference calls related to the COVID 19 emergency:
 - DuPage County Health Department
 - Amita Health (Hinsdale and La Grange Hospitals)
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
5. Emergency Management Report:
 - We are now also working with MABAS Illinois regarding possible additional COVID 19 Funding reimbursements.
6. Du-Comm Report:
 - Tuesday afternoon I attended the Du-Comm Chiefs Committee meeting on Zoom.
7. Tuesday morning, I attended the monthly meeting of the DuPage County Fire Chiefs via Zoom.
8. Wednesday morning, I attended the monthly meeting of the MABAS Division 10 Fire Chiefs via Zoom.
9. Wednesday afternoon, I met with you, Finance Director Potempa and Assistant to the Village Manager Creer to discuss the proposed CY2021 proposed Fire Department Operating budget.

10. Friday morning at 7:46 AM, members of the Fire Department, Police Department, Public Works Department along with President Austin and Trustee DeDobbelaere attended the annual 9-11 memorial ceremony conducted in front of the fire station.



11. Vehicle Maintenance:

- Ladder 86 was taken out of service on Tuesday and transported to Wirfs in McHenry to work on an electrical issue related to the aerial ladder.

12. Incidents of Interest:

- Friday, September 11th at 3:20 AM, Engine 86 and Medic 86 responded for ComEd wires down and burning behind 238 Woodstock Ave. Upon arrival firefighters found two (2) primary pole to pole wires down and burning. Firefighters stood by until ComEd arrived to cut the power off and then extinguished the fire. Electricity for residents in this area on Richmond and Woodstock Avenues will be off for part of the day while repairs are conducted by ComEd.
- There was an EMS call last week where the patient that was treated by the paramedics and transported to the hospital in Medic 86 tested positive for COVID 19. All personnel who were in contact with this patient were notified.



13. Mutual Aid Calls:

- None

14. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale four (4) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Westmont one (1) time.
- Clarendon Hills Medic 86 responded to one (1) EMS Call in Hinsdale.
- The fire department responded to twenty-one (21) emergency calls in the past week.

If you have any questions or require additional information, please contact me.

