

VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

January 8, 2021

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)

January 2021							
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
27	28	29	30	31	1	2	Fri Jan. 8 <u>Firefighters' Pension Board Meeting</u>
3	4	5	6	7	8	9	Fri Jan. 8
10	11	12	13	14	15	16	<u>Board of Fire and Police Commissioners</u>
17	18	19	20	21	22	23	<u>Meeting</u>
24	25	26	27	28	29	30	Mon Jan. 18 <u>Martin Luther King Jr. Day (Offices open)</u>
31	1	2	3	4	5	6	Tue Jan. 19 <u>Rescheduled Village Board Special</u> <u>Meeting due to MLK day 1/18</u>

Wed Jan. 20
[Chamber of Commerce Meeting](#)

Thu Jan. 21
[Zoning Board of Appeals and Planning](#)
[Commission Meeting](#)

Mon Feb. 1
[Village Board Regular Meeting](#)

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager
Date: January 8, 2021
Subject: Weekly Report

- **COVID-19 Business Operation Update** – The Village Board reviewed proposals for business support at the January 4th Board Meeting. The consensus was to provide targeted relief from liquor license costs and to provide financial support for Chamber programs designed to support businesses. We expect to bring the formal approval materials to the Board for adoption at the January 19th Meeting.
- **Staff Response to COVID-19 Pandemic/Village Operations** – As we enter the new year, staff operations are continuing as normal. Many communities continue to have their Village Hall's closed to the public. We remain open, and plan to remain open, since traffic has remained relatively light. Staff continues to operate on site on an approximate half-time basis.
- **COVID-19 Health Department Update** – I took part in the weekly call on Monday. The news continued to be mixed. Amongst other things, issues regarding vaccine distribution were discussed.
- **DMMC Manager's Committee Meeting** – I participated in this meeting on Thursday morning. Many issues were discussed, particularly related to COVID matters, including public building operations, vaccine distribution, enforcement of government mandates and community intention for summer events. I agreed to participate in an ad-hoc committee to discuss DMMC membership for communities outside of DuPage County.
- **Police Assistant Search** – Second interviews for the Police Assistant search are being scheduled for next week.

Enjoy the weekend and stay safe.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: January 8, 2021
Subject: Department Report

1. Village Hall is Open M-F 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. Just a friendly reminder to residents of the various ways to pay their water bill while practicing safe social distancing:

- **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**

Village Hall is Open M-F 9:00 AM to 5:00 PM (closed from noon to 1:00 PM for lunch). Masks are required of anyone entering the building. 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: January 8, 2021
Subject: Weekly Report

1. Meter reading occurred at the end of the month along with repairs to radio read units that were problematic.
2. Crews and contractors were out multiple times over the New Year's weekend for snow and ice removal.
3. Public Works crews removed the windrows of snow from parking spaces in the Downtown and hauled out the larger snow piles from the corners.
4. Maintenance and oil changes were performed on Police vehicles along with Public Work vehicles and brought to State inspection facilities. Minor repairs were made to the salt fleet after this past weekend's snowfall.
5. Tree trimming started along Jackson Avenue adjacent to the Route 83 sound wall.
6. An emergency call out occurred to shut off the water service to a home on south Prospect which had a burst pipe in the house.
7. The water discharge swale adjacent to the emergency well along Sheridan and Route 83 was repaired with additional large stones placed along the bottom.
8. The kitchen faucet at the Village Hall was replaced and the cartridge on the utility tub at Village Hall was also replaced.

MEMORANDUM

TO: Kevin Barr, Village Manager

FROM: Dan Ungerleider, Community Development Director

DATE: January 8, 2021

RE: Department Report

1. **Building Permits.** In December, the Village issued six (6) permits having a total reported construction value of \$144,526. This slowdown is typical for December. The annual, monthly report for 2020 is posted at www.clarendonhills.us/bp.

2. **Downtown Revitalization Project** [\[link\]](#)

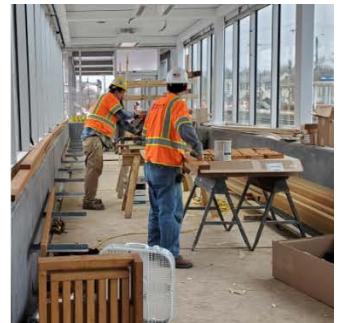
a. **Train Station – Inbound Shelters.** As of December 30, 2020, the station officially has permanent electrical service. Concrete walkways along the inbound platform and at Prospect Avenue are being installed today, with completion expected later next week. The concrete around the main shelter contains a snow-melt system that will prevent icing and negate salt usage around the shelter. Benches have been installed under the shelters and along the inbound platform. Carpenters are hand-crafting the hardwood bench inside the main shelter. Heaters, lights, and the building facade detailing should be completed before the end of the month, weather permitting. The contractor hopes to open the station and commuter parking lot for public use by February. Exterior lighting, landscaping, fencing, and other finishing touches will be completed in spring 2021.



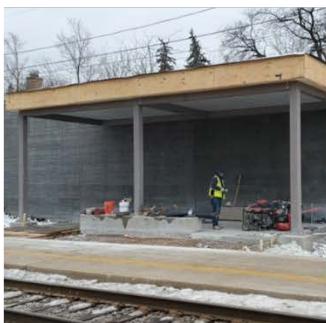
Installation of platform with snowmelt



Platform with snowmelt



Interior carpentry underway



Bench installation under mid-shelter



New benches along inbound platform



East Shelter enclosed



View from inside East Shelter

- b. **Gates.** This week the BNSF gate crew began installing the new mechanics in the new service shed, located now on the west side of Prospect Avenue. Installation of the new gates is scheduled for later next week, weather permitting. Short term detours and lane closure are expected while the crew is installing the new gate system. Please be patient and safe during these periods.
- c. **Streetscape.** Punchlist items, including the metal railings in front of Village Hall, will be completed in Spring 2021.
- d. **Burlington Plaza/Alley.** Surveying work continues in preparation for a project kickoff before the end of January.
- e. **Train Station – Outbound Shelter.** This part of the project has been scheduled to start in spring 2021.

#CELEBRATELOCAL - Keep your \$ where your ❤ is!

VILLAGE OF CLARENDON HILLS
POLICE DEPARTMENT



DATE: January 8, 2021
To: Village Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report



Many thanks to the staff and residents at The Birches. Today, Director Mary Ferguson dropped off a care package for the men and women of the Clarendon Hills Police Department.

The Department has received several complaints of juveniles walking on the ice at Prospect Park. Not only is this prohibited, but it is also a safety concern.

Training and Meetings:

- This month's on-line Police Law training pertains to child abuse and neglect.
- This week's roll call training pertains to constitutional law.

Recent events:

Several months ago, while at the Jewel, an older female had her purse stolen from her car. Recently, Detective Robak was able to identify and charge both offenders with felony burglary to motor vehicle.

On December 30, 12:08pm, officers responded to the Jewel for a retail theft complaint. Management related that an older black male stole four steaks, then fled in a silver Hyundai. Pending.

On January 2, 6:54pm, officers responded to an apartment at 284 Woodstock for a domestic trouble call. Officers were able to separate the two intoxicated subjects for the night.

On January 6, 10:35am, officers spoke with a resident regarding the ever-popular IDES scam that has been occurring. Officers handled 12 of these calls this week.

On January 6, 6:48pm, officers responded to the station to assist a resident with a domestic situation. Advice was given.

On January 7, 12:50am, officers responded to an apartment on Ann St. regarding a domestic trouble. The parties separated for the night.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: January 8, 2021
Subject: Weekly Department Report 2021-01

1. Fire Prevention Bureau Activity.
 - All 2020 scheduled Fire/Life Safety inspections have been completed. Lt. Godek is now in the process of planning and scheduling inspections for 2021. Lt. Godek is rearranging the inspection schedule for 2021 because of the COVID 19 surge and will be concentrating on buildings with less face-to-face contact like apartment buildings for the first 6 months of 2021.
2. Training Report:
 - On Wednesday, January 6th, twenty-two (22) firefighters attended fire suppression training which was held on Microsoft Teams
3. Emergency Medical Services Report:
 - COVID 19 Procedures have been in place and amended periodically since March 16, 2020.
 - The fire station remains on lock down, no visitors are allowed inside.
 - For the most part Hospitals and Doctor offices are trying to limit contact by not allowing visitors during this second surge.
 - All Fire Department personnel are treating every call with extreme caution regarding possible COVID exposure.
 - EMS continuing education will continue virtually, and is now scheduled for remote instruction through December of 2021.
 - This week I again participated in several conference calls related to the COVID 19 emergency:
 - DuPage County Health Department
 - AMITA Health (Hinsdale and LaGrange Hospitals)
 - Distribution of the COVID 19 vaccines was discussed at all of these conference calls.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
5. During the past 2 weeks COVID related EMS calls for Clarendon Hills and other area departments has increased dramatically with many of our transported patients testing positive for the virus. Currently the village has had 602 residents that have tested positive for the COVID 19 virus since March 2020. This number has increased by about 100 during the past month.

6. On December 19th and December 21st , twenty-one (21) members of the fire department were given their 1st dose of the Pfizer COVID 19 vaccine from AMITA at the LaGrange Hospital Campus. On January 4th, two (2) more firefighters were given their 1st dose of the Moderna vaccine at the Loyola Medical center in Maywood. On January 7th (today) through January 11th, the twenty-one (21) members of the fire department will be given their 2nd and dose of the Pfizer vaccine at LaGrange Hospital. All of these firefighters were given these vaccinations is a part of the Phase 1A distribution as pre-hospital health care workers. Essential workers and persons will be given vaccinations in Phase 1B.
7. This week we hired two (2) more members for the Clarendon Hills Fire Department. William "Liam" Johnson was hired as a paid-on call Firefighter EMT. Liam is already an EMT and is now attending the Romeoville Fire Academy to become a certified Basic Operations Firefighter. Louis D'Attomo was hired as a part time Firefighter Paramedic. Louis will begin working orientation shifts next week and will begin working regular shifts in February. Welcome Liam and Louis.
8. This morning the Firefighter Pension Board met for the regular quarterly meeting. In attendance was Maureen Potempa, Dawn Tandle, me, and Tom Sawyer the investment manager. The fund is very healthy, and I am glad to report that the fund realized a 9.4% return on investments for the 12 month period ending 12-31-2020. Tom Sawyer and his team from Sawyer and Falduto Inc. have done an excellent job investing and managing the money of the Firefighter Pension Fund.
9. Emergency Management Report:
 - We are now also working with MABAS Illinois regarding possible additional COVID 19 Funding reimbursements.
10. Du-Comm Report:
 - On Wednesday, January 6th, I attended the virtual meeting of the Du-Comm Support Services Committee at 9:00 AM. Several CAD problem issues were discussed that related to the change from 2020 to 2021. Also discussed were several microwave communications improvements that have occurred to improve the reliability of all Du-Comm systems.
11. Vehicle Maintenance:
 - All vehicles are currently in full service. Medic 86 (2014 Freightliner) was taken out of service last week for four (4) days with a starting problem that was related to a computer control module for the engine. This was replaced and this vehicle was returned to full service.
12. Incidents of Interest:
 - Monday, January 4th at 4:36 PM. Medic 86, Squad 86, Hinsdale Engine 84 and Medic 84 responded for a vehicle accident with injuries on Rt. 83 northbound just south of 55th St.
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 six (6) times.
 - The Clarendon Hills Fire Department responded Automatic Aid to Westmont two (2) times.
 - Clarendon Hills Medic 86 responded to two (1) EMS call in Hinsdale.
 - The fire department responded to seventeen (17) emergency calls in the past week.

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

