



Weekly REPORTS

FEBRUARY 11, 2022

Manager's Report

[Report 1.](#)

Finance Dept. Report

[Report 2.](#)

Public Works Dept. Report

[Report 3.](#)

Community Dev. Dept. Report

[Report 4.](#)

Police Dept Report

[Report 5.](#)

Fire Dept Report

[Report 6.](#)



VILLAGE CALENDAR

See www.clarendonhills.us

Wed Feb. 16

[Chamber of Commerce Meeting](#)

Thu Feb. 17

[Zoning Board of Appeals and Planning Commission Meeting](#)

Mon Feb. 21

[Village Offices Closed due to Presidents Day Holiday](#)

Tue Feb. 22

[Village Board Rescheduled Regular Meeting](#)

MEMORANDUM

To: Village President Austin and Village Board
From: Kevin Barr, Village Manager
Date: February 11, 2022
Subject: Weekly Report

- **Next Board Meeting** – The next meeting is on Tuesday, February 22nd at 6:30 p.m. and again we will offer a virtual option. This is a day later than usual due to the Presidents Day Holiday on Monday, February 21st.
- **DuPage County Health Information**- I participated in the monthly health call with the DuPage County Health Department on Monday. The news regarding the COVID/Omicron variant is all heading in the right direction. DuPage County case numbers, positivity rate, hospitalizations and other indices are all much lower than they were a few weeks ago. State mask mandates have also been removed effective at the end of February. Local governments and businesses are then free to maintain their own standards. We will be reviewing rules at Village facilities this month.
- **Finance Purchasing Process Training** – On Thursday, department heads and Village staff responsible for purchases participated in a training session to review the Village's purchasing procedures. The intent was to make sure that staff was aware of new developments related to the Laserfiche system we use. Special thanks to Melissa Chandler for her work in putting this together.
- **LRS E-Waste Pickup**- As a reminder to the public, the Village has scheduled an electronic waste pickup event with Lakeshore Recycling Services for May 2, 2022. Under our contract with LRS this service is provided twice each year. This is the same as the one held in the fall of 2021, where residents will sign up and be able to place their items they have listed at the end of their driveway. Residents interested can find out more information on signing up at <https://www.lrsrecycles.com/clarendonhills/> under Electronic Waste Collection. *DEADLINE to enroll is April 28th!*
- **Thank You to Staff**- A special thank you to Assistant Village Manager Creer and other Village staff for their work during my recent absence. The Village is well served by all these individuals.

Enjoy the weekend!

MEMORANDUM

To: Kevin Barr, Village Manager
From: Maureen B. Potempa, Finance Director
Date: February 11, 2022
Subject: Department Report

1. On Friday, Senior Accountant Kari Krzemkowski and I had a brief pre-audit meeting to discuss fixed assets as we have many new additions this year. Examples include the train station, Burlington Plaza, and the streetscape project. These are all exciting projects that we are starting to see already that will ultimately transform our downtown into the vibrant community.
2. As the Finance Department continues to digitize internal processes, Fiscal Assistant/Utility Billing Clerk Katy Cesarini has moved the journal entry process to an all-digital format. This digital process is an enhancement that our auditors are pleased to see implemented as it will allow them to have remote access to all entries during the audit season.
3. Thursday, Staff Accountant Melissa Chandler conducted a Purchase Order training refresher course now that our submission and approval process has gone 100% digital. All department heads and support staff were in attendance. The digital process has been a welcomed improvement as our department as strived to streamline and digitize internal processes.
4. Are you a resident that experiences high-water usage from time to time? The Village Hall offers free dye tablets at the front counter to assist in testing your toilets for potential leaks. Leaking toilets can't always be heard, and nine out of 10 times result in unusually high usage. We also provide a leak detection guide to assist in locating other potential sources of leaks.





452 Park Avenue
Clarendon Hills, Illinois 60514
630.286.4750

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brendan McLaughlin, Public Works Director
Date: February 11, 2022
Subject: Weekly Report

1. Snow piles were removed throughout the downtown and train station areas following last week's snow. Additional salt was delivered this week. Crews were out early Friday morning to address a minor snow and some freezing rain. Trucks have been cleaned and are ready should they be needed over the weekend.
2. The water division repaired two valves in underground vaults.
3. Monthly water samples were drawn and taken to the lab for routine testing.
4. Time was spent hauling out spoil piles that have accumulated from water main breaks.
5. A coordination meeting was held with a contractor that will be performing some environmental remediation on Eastern between Ann and Park later this Spring. Part of their work will include replacing water main on that block.
6. A meeting was held with the Village Engineer to draw up improvement plans to determine curb locations on Eastern and Ann in the same vicinity as the environmental cleanup. We would like the contractor to pour the curbs in a revised format so that the Village can resurface the entire street widths in the Summer of 2023 after we are sure their excavated areas have settled following excavation.
7. Electrical work continued at the outbound station.

MEMORANDUM

TO: Kevin Barr, Village Manager
FROM: Jonathan Mendel, Community Development Director
DATE: February 11, 2022
RE: Community Development Department Report

1. 417 57th Ct & 5708 Western – Minor subdivision application

The owner of the above referenced properties has applied for review of a minor subdivision to allocate some existing land from 5708 Western to 417 57th Court. A minor subdivision requires ZBA/PC review and recommendation and final approval by the Village Board. The proposal will be before the ZBA/PC at the February 17, 2022 meeting.

2. Removing private obstructions on Downtown public sidewalks

Now that Winter is in full swing, we have been contacting downtown businesses to remove their private property from the public sidewalk/rights-of-way to permit Public Works staff to most efficiently clear snow and ice. Continued assistance by community members on this subject will benefit us all.

3. Continued economic development inquiries

I continue to field questions and inquiries about available commercial space throughout Clarendon Hills. It appears the quality of our community continues to be well known throughout the micro-region.

VILLAGE OF CLARENDON HILLS POLICE DEPARTMENT



DATE: February 11, 2022
To: Manager Kevin Barr
From: Chief P. Dalen
Subject: Weekly Activity Report



At the February 7, 2022, Village Board meeting, Sergeant Finfrock received an Official Commendation for saving a chocking baby's life. Job well done!

Recent Training, Meetings and Events

- Officer Calderon attended evidence technician training.
- Officers are completing online training and daily bulletin policy training.
- A member of Dumeg held an introductory meeting with officers during roll call.

Recent events:

February 5, 12:39am, officers responded to an apartment at 285 N. Richmond for a domestic dispute. The parties involved agreed to separate for the night.

February 5, 10:41am, officers spoke with a resident regarding a fraud attempt. A subject, attempting to purchase an entertainment system from the victim, paid with a fraudulent check. No exchange of the system occurred. Pending

February 7, 4:54pm, officers spoke with a resident regarding a bullying incident that occurred at school. Officers and the family are working with school officials.

February 8, 4:16pm, officers received a complaint of aggravated battery. Investigation continues.

February 8, 6:41pm, officers responded to the 100 block of Tuttle for a domestic dispute. Officers calmed the situation.

February 9, 7:36pm, officers responded to the Jewel Foods for a suspicious incident / possible domestic. Witness advised that a female was trying to get into a white Audi as it was speeding around the parking lot. The white Audi fled prior to the officer's arrival.

February 9, 9:20pm, officers responded to the 200 block of Walker for a domestic dispute. Officers worked with the family to resolve the situation.

February 10, 11:41pm, officers stopped a motorist for lighting issue. The driver also had a suspended driver's license. He was issued citations and released to a friend.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: February 11, 2022
Subject: Weekly Department Report 2022-05

1. Fire Prevention Bureau Activity.
 - This week Lt. Godek has followed up several construction projects in the village to make sure they are on track.
 - This week Lt. Godek completed ten (10) Fire/Life Safety Inspections.
2. Training Report:
 - Daily on duty sessions were conducted. Building familiarization was done at several buildings during the past week.
3. COVID 19 Report:
 - COVID 19 Hospitalizations have decreased significantly at both Hinsdale and LaGrange Hospitals. Today Hinsdale Hospital had 8 COVID patients and LaGrange had 9 COVID patients. 87% of these patients are unvaccinated.
 - EMS personnel continue to take full PPE precautions during all EMS calls.
 - At this time, we have no fire department employees currently in isolation and who are still testing positive for COVID.
4. Emergency Medical Services Report:
 - Wednesday evening, twenty-four (24) Firefighter EMT's and Paramedics attended the monthly continuing education session with Loyola EMS System virtually. All participants are required to take an online test after the session.
5. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
6. Emergency Management Report:
 - No report.
7. Du-Comm Report:
 - On Tuesday afternoon, I attended the monthly meeting of the Du-Comm Fire and Police Chiefs. Normal business was conducted. There was also significant discussion of the new radio deployments and a demonstration of new video equipment for the police departments.

8. Vehicle Maintenance:

- Engine 86 (2002 Pierce Pumper) was taken out of service and taken to Woodstock Illinois early Monday morning (1/24) to have the fuel lines replaced from the fuel tank in the rear of the vehicle all the way up to the engine. These fuel lines are corroding because of age and allowing air into the fuel system which is causing hard starting problems. While replacing the fuel lines it was discovered that the fuel primer pump was bad and the parts for this were hard to locate because of the vehicles age. The fuel primer pump arrived on Wednesday and the vehicle will be hopefully completed and returned to us and placed back in service later today.
- On Tuesday, February 8th Ladder 86 (2002 Pierce Aerial Ladder) developed a significant coolant leak which disabled the vehicle, and it was taken out of service from about 9:00 AM. The Public Works Department allowed us to use their building to bring the vehicle inside to raise the ladder to lift the cab to diagnose the problem. After about an hour the problem was discovered, and we called Mike from the Jean Ross Company in Woodstock who came down here immediately to work on the problem. When Mike arrived, he identified the exact problem with leaking coolant hoses to the coolant filter system. He then went on a parts hunt and located the needed parts in two locations in Elmhurst and Bensenville. The parts were then installed with the assistance of Engineer Myles Laffey, Lt. Dave Godek and Firefighter Cian O'Flaherty. I have the hoses that were removed and would be happy to show them to anyone who is interested. Because of their age they were dry rotted and extremely brittle. The vehicle was placed back into full service by about 6PM that day. With Ladder 86 out of service and Engine 86 out of service and in Woodstock, we had Westmont and Hinsdale on alert for calls in Clarendon Hills. I would like to thank Myles, Dave and Cian for sticking with this problem to get this vehicle back in service in record time.

9. On Wednesday morning I attended the monthly meeting of the MABAS Division 10 Fire Chiefs in Westmont.

10. Old Utility #86, a 2010 Ford Crown Victoria fire department staff vehicle was sold this week through an on-line auction, authorized by the Board in Nov of 2021, for \$5,400. I would like to thank Sgt. Ed Leinweber from PD for handling the on-line auction and handling the transaction. I would also like to thank Dan Becktel of PW for replacing the battery and cleaning the vehicle up for the sale.

11. Incidents of Interest:

- None.

12. Mutual Aid Calls:

- None.

13. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills seven (7) times.
- The Westmont Fire Department responded Automatic Aid to Clarendon Hills four (4) times.
- The Tri State 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 two (2) times.
- Clarendon Hills Medic 86 responded to one (1) EMS calls in Westmont.
- The Fire Department responded to twenty-nine (29) emergency calls in the past week.

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

