

**VILLAGE OF CLARENDON HILLS  
MANAGER'S REPORT  
JANUARY 9, 2015**

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**A. Management Reports**

1. **Manager's Notes -- See weekly report**
2. **Finance Department -- No weekly report**
3. **Public Works Department -- See weekly report**
4. **Community Development Department -- No weekly report**
5. **Police Department -- See weekly report**
6. **Fire Department -- See weekly report**

**B. Calendar**



## **Village of Clarendon Hills Village Manager's Report**

To: Village President Karaba & Board of Trustees

From: Martin J. Bourke, Interim Village Manager

Date: January 9, 2015

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1. On Tuesday, Assistant to the Village Manager Creer, Community Development Director Ungerleider and Public Works Director Millette, held a pre-proposal meeting for the Water Utility Study of the area south of 55<sup>th</sup> Street. The meeting was heavily attended with ten (10) firms represented, so we expect a good proposal will soon be referred to the Board for consideration.
2. On Wednesday, Village staff met to discuss capital planning for the next fiscal year in the administration department. Immediate needs include repairing damage caused by flooding in Village Hall, and a possible leak in the cupola discovered during the painting project. Staff expects to send out a memo soon regarding some of the more immediately needed repairs when prices are finalized.
3. Wednesday afternoon, Assistant to the Village Manager Creer and Finance Director Hartnett attended a pre-implementation meeting with AIS to start the server replacement process. As a response to questions raised after the Village Board meeting, AIS was able to sufficiently justify the use of an internal Outlook server and the decision of custom building a server. Staff will meet again next week to pin point potential downtime issues during the process.
4. On Thursday, Village staff met with ComEd to discuss ongoing service issues in the community.
5. On Wednesday, the Village Manager's Office welcomed Vicki Pries to village service. Vicki will be occupying the Executive Assistant position full-time after the retirement from village service of long-time village employee, Cheryl Pierce.
6. This week the Board held second interviews with candidates for the Village Manager position. An additional round of second interviews will be held next week as the Board moves closer to identify a final candidate.

**Village of Clarendon Hills**  
**Department of Public Works**

**MEMORANDUM**

**DATE:** January 9, 2015  
**TO:** Martin J. Bourke, Interim Village Manager  
**FROM:** Michael D. Millette, P.E., Director of Public Works  
**SUBJECT:** Department Notes

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1. From last Saturday through this morning, we have performed four separate snow removal efforts, utilizing about 60 tons of salt in the process. After the initial freezing rain and slush of Saturday, the other three events have consisted of very light snow blown by steady winds with constant temperatures below 20-degrees. This necessitates a higher salt usage than with wetter snow and warmer temperatures. We have just under 400 tons of salt currently in the old dome with 350 more on order - which will be stored in the new shed.
2. We have been in regular contact with the new CBD snow removal contractor to correct their deficiencies and misunderstandings related to the contract. Yesterday's work was better than it was earlier in the week, but they still must tweak their efforts to match the standard that was set last winter and to meet the intent of the contract.
3. Lee Fell from CBBEL and I will be reevaluating to pavements on Blodgett, Gilbert McIntosh and Norfolk this afternoon.
4. Our seasonal part time employee, Roger, returned in the nick of time as we are still missing Glen, whose medical leave has been extended for another two weeks, and we have had one of our main-line plow drivers home sick for the past three days.
5. We will be putting the finishing touches (shelves and window insulating plastic, etc.) to individual offices at the Village Hall today. The repaired portion of the kitchen will be painted today and Monday. We will install the remaining exit/emergency light fixtures and will replace the light fixtures in the lobby as soon as they arrive from the distributor.

VILLAGE OF CLARENDON HILLS  
POLICE DEPARTMENT

DATE: January 9, 2015

To: Village Manager Marty Bourke

From: Chief Ted Jenkins

Subject: Weekly Activity Report

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1. One year ago Hinsdale Middle School was closed and CHPD was tasked with getting Hinsdale students in and out of CHMS in blizzard conditions. Challenging weather was the focus again this year. Officers responded to five accidents, mechanical failures and numerous cars off the road.
2. Capital budget work continued this week and a first draft capital budget was turned in to the Finance Department on Thursday.

**Significant traffic and criminal activity during the period January 2, 2015 through January 8, 2014**

1. A 37 year old Westmont resident was cited for driving under the influence, operating a vehicle with a blood alcohol concentration greater than .08, a lane violation and child endangerment. On January 1 at 1:03am the driver was stopped for weaving out of his lane on 55<sup>th</sup> St. After an interaction with officers the driver was arrested and transported to the police station. His five and nine year old children were taken from the scene by their Mother.
2. On January 2, a 37 year old Oak Lawn resident was arrested for felony retail theft from the Jewel. Employees notified the PD that a male subject had taken merchandise from the store without paying for it. He was found under the 55<sup>th</sup> Street Bridge on Rt. 83. The merchandise was recovered and the offender was transported to DuPage County Jail.
3. On January 2, a 24 year old Lombard resident was stopped on Rte. 83 for driving 75 miles an hour. After an inaction with officers he was arrested for Driving under the Influence, speeding and operating an uninsured vehicle.
4. On January 6, a resident on the 500 block of Chase reported that a package valued at \$50 had been stolen from the vestibule of her building. The package had been delivered by UPS and stolen before the resident got home from work.
5. Clarendon Hills officers made one arrest for driving with a suspended/revoked driver's license and served one arrest warrant.

# VILLAGE OF CLARENDON HILLS FIRE DEPARTMENT

**DATE:** January 9, 2015

**TO:** Martin Bourke  
Interim Village Manager

**FROM:** Brian Leahy  
Fire Chief

**SUBJECT:** Weekly Fire Department Report 2015-01

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1. Fire Prevention Bureau Activity during the past week.
  - Work continues on the computerized pre plan project.
  - All 2014 Fire Prevention/Life Safety inspections have been completed.
2. Training Report:
  - Wednesday evening twenty two (22) firefighters attended classroom training.
3. Emergency Medical Services Report:
  - No report
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - No report.
6. This week three (3) paid on call members of the fire department for reasons related to their full time jobs as firefighters on other departments.
7. This week Jacob Biros started working on the fire department as a part time firefighter paramedic. Jacob is a fulltime Firefighter Paramedic with the Chicago Fire Department. Welcome to Jacob.
8. During the last 30 days we have been having underground sewer problems related to the washroom located in the front part of the fire station. After two occasions where the sewer was rodded out and televised, it was decided that the concrete floor in the washroom needs to be cut open to repair the sewer pipes under the floor. These pipes are 53 years old and have failed. The plumbing work, floor restoration and retiling of the floor will cost approximately \$6,000.

9. This cold weather makes firefighting and EMS calls extra hard to deal with. All of our fire apparatus has had special attention for the extreme cold by checking the pumps twice daily to make sure they are drained of all water, diesel fuel conditioner to prevent fuel problems has been added to all vehicles, and all firefighters gear has been checked to make sure they have the proper protective clothing.
10. On Tuesday, Lieutenant Godek and Firefighter Paramedic Niemeyer attended a meeting of twelve area departments to discuss joint purchasing of fire apparatus. The 2016/17 Capital Improvement plan includes funding for Heavy Duty Rescue Squad 316 which will be 22 years old at that time.
11. On Wednesday, I met with Jim Borden from AIS and an AT&T Engineer to plan for the installation of a direct AT&T Fiber Optic cable into the fire station. This new fiber optic cable will be used for Internet and our existing IP telephone system. When completed this arrangement will reduce our monthly AT&T costs.
12. On Thursday, Dan Underleider and I met with our Com Ed External Affairs Manager Terri Simmons. We discussed a low hanging wire issue that has been a long time problem along with some type of notification system from Com Ed to let us know when they are going to shut power off to a large building or business for non-payment. We need these notifications because the loss of power at these critical locations can affect fire suppression and detection systems.
13. On Friday, Peg, Dawn and I will conduct the quarterly meeting of the Clarendon Hills firefighter Pension Fund at the Village Hall.
14. Incidents of interest:
  - During the past week Hinsdale FD responded to three (3) automatic response calls in Clarendon Hills.
  - During the past week Clarendon Hills FD responded to five (5) automatic response calls in Hinsdale.
15. Mutual Aid Calls:
  - Wednesday, January 7<sup>th</sup> at 3:32 PM. Ambulance 314 responded to assist the Westmont Fire Department for an EMS call at 801 N. Cass Ave. in Westmont.
16. Fire/Rescue/EMS calls:
  - Sunday, January 4<sup>th</sup> at 6:17 PM. Ambulance 314 responded to a vehicle accident with injuries on Rt. 83 at 55<sup>th</sup> St.
  - Thursday, January 8<sup>th</sup> at 2:36 PM. Ambulance 314 responded to a vehicle accident with injuries on 55<sup>th</sup> St. over Rt. 83.
  - During the past week the fire department responded to twenty nine (29) emergency calls.
  - During the calendar year of 2014, the fire department responded to 1,160 emergency calls. I am now in the process of preparing the 2014 annual report which should be ready for distribution next month.






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



## Welcome to the Village of Clarendon Hills, IL, Community Calendar

Today is Friday, January 9, 2015.

January ▾	2015 ▾					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
				<b>1</b> <ul style="list-style-type: none"><li>Village offices closed in observance of New Years</li></ul>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b> <ul style="list-style-type: none"><li>Village Board Meeting</li></ul>	<b>6</b> <ul style="list-style-type: none"><li>Downtown Design Review Commission Meeting</li></ul>	<b>7</b> <ul style="list-style-type: none"><li>Special Village Board Meeting</li></ul>	<b>8</b>	<b>9 - Today</b> <ul style="list-style-type: none"><li>Firefighters' Pension Regular Board Meeting</li></ul>	<b>10</b>
<b>11</b>	<b>12</b> <ul style="list-style-type: none"><li>Police Pension Regular Board Meeting</li></ul>	<b>13</b>	<b>14</b> <ul style="list-style-type: none"><li>Special Village Board Meeting</li><li>Village Board Committee Meeting</li></ul>	<b>15</b> <ul style="list-style-type: none"><li>ZBA/PC Meeting</li></ul>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b> <ul style="list-style-type: none"><li>Village Board Meeting</li></ul>	<b>20</b> <ul style="list-style-type: none"><li>Downtown Design Review Commission Meeting</li></ul>	<b>21</b> <ul style="list-style-type: none"><li>Chamber Meeting</li></ul>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b> <ul style="list-style-type: none"><li>Free Secretary of State Renewal Event</li></ul>	<b>31</b>

Calendar Event List		 Add All to My Calendar
Date/Time	Event	
1/1/2015 9:00 AM - 5:00 PM	(Holidays) Village offices closed in observance of New Years HAPPY NEW YEAR!!!!	 Add to My Calendar
1/5/2015 7:00 PM	(Board & Committee Meetings) Village Board Meeting Village Hall Board Room 1 N. Prospect Ave.	 Add to My Calendar
1/6/2015 7:00 PM	(Board & Committee Meetings) Downtown Design Review Commission Meeting Village Hall Board Room, 1 N Prospect Ave	 Add to My Calendar
1/7/2015 7:00 PM	(Board & Committee Meetings) Special Village Board Meeting Village Hall Board Room, 1 N Prospect Ave	 Add to My Calendar
1/9/2015 9:00 AM	(Board & Committee Meetings) Firefighters' Pension Regular Board Meeting Village Hall Lower Level Conference Room	 Add to My Calendar
1/12/2015 5:30 PM	(Board & Committee Meetings) Police Pension Regular Board Meeting Village Hall Lower Level Conference Room	 Add to My Calendar
1/14/2015 7:00 PM	(Board & Committee Meetings) Special Village Board Meeting Village Hall Board Room	 Add to My Calendar
1/14/2015 7:00 PM	(Board & Committee Meetings) Village Board Committee Meeting Village Hall Village Board Room	 Add to My Calendar
1/15/2015 7:30 PM	(Board & Committee Meetings) ZBA/PC Meeting Village Hall Board Room, 1 N Prospect Ave	 Add to My Calendar
1/19/2015 7:00 PM		

	<i>(Board &amp; Committee Meetings)</i> <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
1/20/2015 7:00 PM	<i>(Board &amp; Committee Meetings)</i> <b>Downtown Design Review Commission Meeting</b> Village Hall Board Room, 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
1/21/2015 9:00 AM	<i>(Local rganizations)</i> <b>Chamber Meeting</b> Village Hall Board Room, 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
1/30/2015 10:00 AM - 12:00 PM	<i>(Community Events)</i> <b>Free Secretary of State Renewal Event</b> Held at Clarendon Hills Ban 200 W. Brington Ave. Renew your drivers license, license plate, or state on site with the secretary of state Moile nit. or frter information contact 630-323-1240	 <a href="#">Add to My Calendar</a>











## Welcome to the Village of Clarendon Hills, IL, Community Calendar

Today is Friday, January 9, 2015.

February ▾	2015 ▾					
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
1	2 • Village Board Meeting	3	4	5	6	7
8	9	10	11	12	13	14
15	16 • Presidents' Day	17 • Village Board Meeting	18 • Chamber Meeting	19 • ZBA/PC Meeting	20	21
22	23	24	25	26	27	28

Calendar Event List		 <a href="#">Add All to My Calendar</a>
Date/Time	Event	
2/2/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>
2/16/2015	(Holidays) <b>Presidents' Day</b> Village offices closed in observance of Presidents' Day.	 <a href="#">Add to My Calendar</a>
2/17/2015 7:00 PM	(Board & Committee Meetings) <b>Village Board Meeting</b> Village Hall Board Room, 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
2/18/2015 9:00 AM	(Local Organizations) <b>Chamber Meeting</b> Village Hall Board Room, 1 N Prospect Ave	 <a href="#">Add to My Calendar</a>
2/19/2015 7:30 PM	(Board & Committee Meetings) <b>ZBA/PC Meeting</b> Village Hall Board Room, 1 N Prospect Ave.	 <a href="#">Add to My Calendar</a>