



## **VILLAGE OF CLARENDON HILLS MANAGER'S REPORT**

**September 22, 2017**

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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 - No weekly report**
- 6. Fire Department - See weekly report**

**B. September and October Calendars**

## MEMORANDUM

**To:** Village President Austin and Board Trustees  
**From:** Kevin Barr, Village Manager *ksb*  
**Date:** September 22, 2017  
**Subject:** Weekly Report

1. **Train Station Plans:** Staff met with Legat this week to review the latest version of train station plans. The plan now is to review the plans with the Board sub-committee and, depending on the results there, bring the plans to the full-board for review. The goal there would be determine how to proceed including review of financing options.
2. **DMMC Meeting:** Trustee Jordan and I attended the DMMC meeting on Wednesday night. Besides regular business this was the annual presentation of "innovative ideas" presented by municipal members. The idea is to see if there are new ideas that can be used by other towns.
3. **IRMA Training:** Zach Creer, Vicki Pries and I attended an IRMA session on Thursday morning. They provided a "nuts & bolts" presentation on how best to administer the various types of claims that occur. Though we have all been at this for a while it was a worthwhile session that was provided without additional charge as part of our membership.
4. **Flu Shots:** The annual flu shot opportunity for employees was this Wednesday. We do not have a final count on how many employees participated.
5. **Employee Event:** The annual employee appreciation picnic took place this (Friday) afternoon. Thank you to everyone for understanding the closing of public facilities.
6. **Downtown Construction Update:** As all can see, construction continues on 88 Park and 229 Park buildings. We will continue to see periodic closings of Walker Avenue (Railroad to Park) and possibly Park (Prospect to Eastern). As always, all construction updates are somewhat contingent on weather.
7. **Budget Meeting Update:** Staff has continued with internal budget meetings, which are nearly complete. We are still on track for a Finance Committee meeting in early October for review of capital

projects and the overall budget workshop on October 28<sup>th</sup>. Please contact Maureen Potempa or I if you have any questions regarding the process.

8. **Library Concrete Work:** As you may have noticed, the Library concrete work fixing their front walk and railings has led to disruption of the parking lot behind the Village Hall. The good news is that the work is nearing completion and we would expect the front entrance to re-open next week.

**Have a Great Weekend!**



## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Michael D. Millette P.E., Director of Public Works  
**Date:** September 22, 2017  
**Subject:** Department Report

1. Surface paving for the 2017 Road Program will be completed today. The project is still on schedule for its September 29<sup>th</sup> completion. Nicor's contractor still has service transfers to complete on Naperville between Richmond and Woodstock but this work will not affect the paving work. A small amount of restoration and pavement marking will remain for next week.
2. Our tree removal contractor still has several trees yet to remove but we are close on their heels and continuing to grind (as necessary) and fill and seed stump holes.
3. The pre-construction conference for the 2018 Sidewalk program was held yesterday. The contractor plans to start and complete the project in the second week of October.

## MEMORANDUM

**To:** Kevin Barr, Village Manager  
**From:** Brian Leahy, Fire Chief  
**Date:** September 22, 2017  
**Subject:** Weekly Department Report 2017-25

1. Fire Prevention Bureau Activity during the past week.
  - All school fire inspections have been completed. More school fire drills were done this week.
2. Training Report:
  - Wednesday evening, twenty two (22) firefighters attended weekly fire suppression training. Pumping drills were conducted at the Park District pool parking lots.
3. Emergency Medical Services Report:
  - No report.
4. Clarendon Hills/Hinsdale FD sharing of services report:
  - No report.
5. Emergency Management Report:
  - On Thursday, Lt. Dave Godek attended a Horton/Foster Coach class and demonstration for Horton ambulances at the Naperville Public Works Department. This all day class involved discussions regarding minor trouble shooting, warranty issues and general operation and maintenance of these ambulances. We have a Horton ambulance which is almost three (3) years old now.
6. DuComm Report:
  - On Tuesday morning I attended the monthly meeting of the DuComm Fire Chiefs. Normal business was conducted.
7. On Saturday morning, I met representatives of Command Fire Apparatus from Pennsylvania at the police department to pickup the old 1994 Pierce Squad Truck. They presented me the check for \$15,000 and I provided them a bill of sale and the title for the vehicle. At the Monday evening Board meeting myself and Engineer Myles Laffey displayed and demonstrated the new Squad Truck to Board members before the meeting. If any board member would like to get a better look at the vehicle, please let me know and we can arrange a time for them to see it.
8. On Wednesday, Dave Godek attended the monthly Adjudication hearings. One case of interest was a person that started an unauthorized recreation fire in a back yard of a residence that got out of control. He was fined \$800 which basically covered the costs of the fire department response.

9. This weekend on duty firefighters will be attending four (4) block parties with Ladder 86 and Medic 86.

10. Incidents of Interest:

- Sunday, September 17<sup>th</sup> at 11:07 AM. Medic 86 and Squad 86 responded to a vehicle accident with injuries on Rt. 83 southbound at Chicago Ave.
- Monday, September 18<sup>th</sup> at 7:37 AM. Medic 86 and Squad 86 responded to a vehicle accident with injuries on 55<sup>th</sup> St. at Prospect Ave.
- Mutual Aid Calls: None

11. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills three (3) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale five (5) times.
- During the past week, the fire department responded to sixteen (16) emergency calls.

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



**September 2017**

Su	M	Tu	W	Th	F	Sa
27	28	29	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

**Village Calendar**

**Chamber of Commerce Farmers Market**

September 21, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

**Chamber of Commerce Farmers Market**

September 28, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)

**ZBA/PC Meeting Rescheduled from 9/21**

September 28, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

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## October 2017

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

## Village Calendar

[Village Board Regular Scheduled Meeting](#)

October 2, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)[Chamber of Commerce Farmers Market](#)

October 5, 2017, 8:00 AM - 2:00 PM @ Downtown Clarendon Hills

[More Details](#)[Fire Department Open House](#)

October 7, 2017, 11:00 AM - 2:00 PM @ Fire Department

[More Details](#)[Firefighters' Pension Regular Board Meeting](#)

October 13, 2017, 9:30 AM - 9:45 AM @ Village Hall Main Building

[More Details](#)[Native Tree & Shrub Sale](#)

October 14, 2017, 8:00 AM - 12:00 PM @ Westmont Water Department

The Village of Westmont Environmental Improvement Commission will be holding a Native Tree & Shrub sale on Saturday, October 14, 2017. A portion of the proceeds will go to benefit the Richmond Education Garden and Apiary! Online orders can be placed until October 6, 2017 at [www.westmont.illinois.gov/green](http://www.westmont.illinois.gov/green).

[More Details](#)[Village Board Regular Scheduled Meeting](#)

October 16, 2017, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)[ZBA/PC Meeting](#)

October 19, 2017, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)[Firefighters Pension Fund Meeting](#)

October 20, 2017, 9:30 AM - 10:00 AM @ Village Hall Main Building

[More Details](#)[Village Trick or Treating](#)

October 31, 2017, 3:00 PM - 7:00 PM

Trick or Treating hours for the Village of Clarendon Hills are from 3 PM to 7 PM on October 31st.

[More Details](#)

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