



VILLAGE OF CLARENDON HILLS MANAGER'S REPORT

September 14, 2018

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. Calendar

MEMORANDUM

To: Village President Austin and Board Trustees
From: Kevin Barr, Village Manager *ksb*
Date: September 14, 2018
Subject: Weekly Report

- 1. Public Works Department Interim Transition** – The agenda for Monday night's meeting includes approval of an agreement with Christopher B. Burke Engineering, Ltd. to provide interim PW Director services. Bill Sprague will be serving as the primary leader in this regard. We are meeting internally to ensure that this process goes as well as possible.
- 2. Public Works Director Recruitment** – We already have ads in place seeking applicants for this position. We expect to be able to review resumes in early October and move on from there. We will of course keep you advised regarding our progress.
- 3. 2019 Budget Preparation** – Work to put together the budget continues, with operating budget meetings with departments starting today. We still expect the first step to be a capital project review meeting with the Finance Committee – date to be determined.
- 4. Meeting with Westmont** – Village President Austin and I met with Westmont Mayor Ron Gunter and Village Manager Steve May on Friday morning. The purpose was to discuss any issues we may have and generally to keep the lines of communication open. We continue to have very positive relations with Westmont. Topics included Ogden Avenue and coordinated storm water issues.
- 5. Burlington/Prospect Property Maintenance** – We have received late word that BNSF is scheduled to start their repair/clean-up work on Wednesday. Let's hope they get it cleaned out so we can return the property to a decent appearance.
- 6. Storm Water Issues** – Staff has had follow-up discussions regarding several storm water issues related to the current road program. We plan to discuss some of these with the Board on Monday night.

Enjoy the weekend.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Michael D. Millette P.E., Director of Public Works
Date: September 14, 2018
Subject: Department Report

1. The end is near! We, finally, have cause to believe that the contractor will actually keep to a schedule they proposed. The last schedule update they submitted shows grinding beginning next Monday and...they tell us they WILL begin grinding next Monday. The operation is expected to take two days with trench patching scheduled for Wednesday and binder placement following on Thursday and Friday and surface placement the week of the 24th. There remains a significant amount of clean-up, ditch grading and sodding which will continue into October, but the paving operation is the most significant milestone of every road project.
2. Binder asphalt has been placed on Prospect Avenue. The underground subcontractor will be adjusting manhole and valve vault covers next Monday and/or Tuesday with surfacing paving to follow on Tuesday or Wednesday.
3. Pavement marking work will wrap-up next week Tuesday or Wednesday. We have started at 5:00 a.m. a few times this week to minimize the impact to traffic, but we still have been an inconvenience to some and we thank the motoring public for their patience. We have now used over one-hundred gallons of paint for this work.

MEMORANDUM

To: Kevin Barr, Village Manager
From: Brian Leahy, Fire Chief
Date: September 14, 2018
Subject: Weekly Department Report 2018-24

1. Fire Prevention Bureau Activity during the past week.
 - Five (5) Fire/Life Safety Inspections were conducted.
2. Training Report:
 - No report.
3. Emergency Medical Services Report:
 - On Wednesday evening, twenty two (22) Firefighter EMT-B's and Paramedics attended the monthly continuing education at the station that was conducted by a Loyola EMS Instructor.
4. Clarendon Hills/Hinsdale FD sharing of services report:
 - No report.
5. Emergency Management Report:
 - No report.
6. Du-Comm Report:
 - On Monday, representatives of Du-Comm, the ETSB and the vendor for the county wide Fire Station Alerting project performed a walkthrough of the fire station again to plan for the installation of fire station alerting equipment in 2019.
7. On Wednesday morning, I attended the monthly meeting of the MABAS Division 10 Fire Chiefs in Westmont.
8. On Wednesday, we hired a new Paid On Call firefighter. Eric Peterson moved into town recently. He has two (2) years of experience as a paid on call firefighter with the Western Springs Fire Department. He is a certified firefighter and EMT-B. He will now be in training orientation for the next few months.
9. Today I will be meeting with you and Maureen regarding the CY 2019 proposed operating budget.
10. On Tuesday morning, September 11th at 7:46 AM, Firefighters and Police Officers along with Village President Austin attended a small 9-11 ceremony in front of the fire station. At exactly 7:46 AM everyone participated in a moment of silence to honor all of those who perished on September 11, 2001.

11. Incidents of Interest:

- Saturday, September 8th at 11:51 PM. Medic 86, Squad 86 and Chief 86 responded for a motorcycle accident on Rt. 83 northbound at 59th St. Upon arrival a damaged motorcycle was found in the ditch. Firefighters and Police Officers searched the area for the driver. We were unable to locate the driver who eventually turned up at a local hospital.
- Tuesday, September 11th at 2:56 PM. Medic 86, Squad 86 and Chief 86 responded to a vehicle accident with injuries on Rt. 83 southbound at the Burlington bridge.
- Tuesday, September 11th at 5:24 PM. Medic 86 and Squad 86 responded to a vehicle vs. pedestrian accident on Prospect at Chicago Ave.

12. Mutual Aid Calls:

- Clarendon Hills Medic 86 responded to two (2) EMS calls in Hinsdale.
- Hinsdale Medic 84 responded to one (1) EMS call in Clarendon Hills.

13. Fire/Rescue/EMS calls:

- The Hinsdale Fire Department responded Automatic Aid to Clarendon Hills two (2) times.
- The Clarendon Hills Fire Department responded Automatic Aid to Hinsdale three (3) times.
- The fire department responded to eighteen (18) emergency calls in the last week.

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



| September 2018 | | | | | | |
|----------------|-----------|-----------|-----------|-----------|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 26 | 27 | 28 | 29 | 30 | 31 | 1 |
| 2 | <u>3</u> | <u>4</u> | 5 | <u>6</u> | 7 | 8 |
| 9 | 10 | <u>11</u> | 12 | <u>13</u> | 14 | 15 |
| 16 | <u>17</u> | 18 | <u>19</u> | <u>20</u> | 21 | 22 |
| 23 | 24 | 25 | 26 | <u>27</u> | 28 | 29 |
| 30 | 1 | 2 | 3 | 4 | 5 | 6 |

Village Calendar

Village Board Regular Scheduled Meeting

September 17, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Meeting

September 19, 2018, 9:00 AM - 10:00 AM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

September 20, 2018, 7:00 AM - 2:00 PM

This is a Chamber run event. Lavanway Farms, Hahn's Bakery, and Prime & Tender Meats.

[More Details](#)

ZBA/PC Meeting Cancelled

September 20, 2018, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

September 27, 2018, 7:00 AM - 2:00 PM

This is a Chamber run event. Lavanway Farms, Hahn's Bakery, and Prime & Tender Meats.

[More Details](#)

| October 2018 | | | | | | |
|--------------|----|----|----|----|----|----|
| Su | M | Tu | W | Th | F | Sa |
| 30 | 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 | 31 | 1 | 2 | 3 |

Village Calendar

Village Board Regular Scheduled Meeting

October 1, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

October 4, 2018, 7:00 AM - 2:00 PM

This is a Chamber run event. Lavanway Farms, Hahn's Bakery, and Prime & Tender Meats.

[More Details](#)

Fire Department Open House

October 6, 2018, 11:00 AM - 2:00 PM @ Fire Department - 316 Park Ave

[More Details](#)

Chamber of Commerce Farmers Market

October 11, 2018, 7:00 AM - 2:00 PM

This is a Chamber run event. Lavanway Farms, Hahn's Bakery, and Prime & Tender Meats.

[More Details](#)

Firefighters Pension Board Regular Meeting

October 12, 2018, 9:30 AM @ Village Hall Main Building

[More Details](#)

Village Board Regular Scheduled Meeting

October 15, 2018, 7:00 PM - 9:00 PM @ Board Room

[More Details](#)

Chamber of Commerce Meeting

October 17, 2018, 9:00 AM - 10:00 AM @ Board Room

[More Details](#)

Chamber of Commerce Farmers Market

October 18, 2018, 7:00 AM - 2:00 PM

This is a Chamber run event. Lavanway Farms, Hahn's Bakery, and Prime & Tender Meats.

[More Details](#)

ZBA/PC Meeting

October 18, 2018, 7:30 PM - 8:30 PM @ Board Room

[More Details](#)

Chamber of Commerce Annual Family Trick or Treat Event

October 27, 2018, 11:00 AM - 2:00 PM @ Downtown Clarendon Hills

Chamber of Commerce holds a family Halloween event in the downtown the Saturday before Halloween. Be sure to wear your costumes!

[More Details](#)

Trick or Treating

October 31, 2018, 3:00 PM - 7:00 PM

Trick or Treating within the Village of Clarendon Hills is from 3 PM to 7 PM on Halloween night.

[More Details](#)

CONNECT

WITH US