

AGENDA FOR THE SPECIAL MEETING OF THE  
PUBLIC WORKS COMMITTEE OF THE  
VILLAGE OF CAMPTON HILLS

July 12, 2017  
7:00 P.M.

Village Hall  
40W270 LaFox Road, Ste B  
Campton Hills, IL 60175

- I. Call to Order
- II. Roll Call
- III. Approval of the December 7, 2016 Minutes
- IV. Comments from public
- V. New Business:
  - a. Campton Township Highway Department Intergovernmental Agreement (IGA) update
    - i. Discussion of FY18-19 Street program and Drainage Projects, per IGA-Capital Project Planning
  - b. FY 2017-18 Street program and Drainage Projects Update
  - c. 2017 Committee Chair Appointment Update
  - d. Road and Bridge Funding
- VI. Other Committee Business
- VII. Reminder of next and near future meetings
  - a. October 4, 2017
- VIII. Adjournment

Minutes  
Village of Campton Hills  
Public Works Committee  
December 7, 2016

**I. Call to Order**

The Public Works Committee for the Village of Campton Hills was called to order by the chairman, Dave Newkirk, at 7:00 p.m. on Wednesday December 7, 2016 at the Campton Hills Village offices at 40W270B La Fox Rd. in the Village of Campton Hills, Kane county Illinois.

**II. Present at Roll Call**

Chairman: Dave Newkirk

Secretary: Bill Bushnell

Members: Rich Schult and Todd Hoppenstedt

Absent: John Boveri and Tony Murphy

Guests:

Ron Searl - Campton Hills Interim Village Administrator

Sam Gallucci - Campton Township Highway Commissioner

Dale Gommel - Campton Township Highway Department

Scott Eveland - Campton Township Highway Department

**III. Approval of Minutes**

The minutes of the previous meeting (May 6, 2015) were accepted by voice vote with no nays voiced.

**IV. Request for public comment – (See discussion below)**

**V. Old Business -**

**Village of Campton Hills - Campton Township Highway Department Intergovernmental Road Maintenance Agreement**

Ron Searl pointed out that the current road maintenance agreement between the Village of Campton Hills and the Campton Township Highway department will expire on May 1, 2017. Ron is working with Sam Gallucci to review and update the agreement.

(Background - The Village of Campton Hills was formed from properties that were in Campton Township and Plato Township. The vast majority of the properties were in Campton Township. Rather than create its own Highway Department, the Village of Campton Hills contracted with the Campton Township Highway Department to continue to maintain the roads in the Village that had originally been in Campton Township. Road maintenance agreement included snow plowing, grass cutting, tree removal, brush pickup, culvert repairs, road crack filling and road resurfacing. In addition, the agreement also included having the Campton Township Highway Department maintain the small number of streets in the Village that were originally in Plato Township. The agreement included snow plowing, grass cutting, tree removal and brush pickup for these streets but not resurfacing. The Village initially directed the Public Works Committee to prioritize and contract resurfacing of the roads that were originally in Plato Township. This was done because the roads originally in Plato Township were deemed to be in very poor condition and in need of special focus. Over the past 9 years, the Public Works Committee has completed a series of resurfacing projects on these roads. In 2015, the last of these roads have been resurfaced. This work was paid for by allocating a small portion of the Motor Fuel Tax Revenue that the Village receives from the State of Illinois. This funding was on the order of \$130K each year. The majority of the Village's Motor Fuel Tax Revenue was paid to the Campton Township Highway Department to cover the maintenance and resurfacing of the Village roads that use to be in Campton Township and the maintenance (snow plowing, etc) of the roads that use to be in Plato Township. )

Sam Gallucci stated that the intergovernmental agreement and the process of identifying priorities has worked well for the last nine years. Dave Newkirk pointed out that with the completion of the major resurfacing projects on the roads that were formerly in Plato Township, the money normally spent each year on those projects should now be redirected to expand the number of road resurfacing or culvert repairs on the roads in the Village that were formerly in Campton Township. Dave pointed out that since the Campton Township Highway Department is plowing snow, cutting grass, etc on all roads in the Village they are in the best position to monitor the condition of all the roads in the Village and to prioritize the resurfacing projects across all of the roads in the Village. As a result, **Dave recommended that the new agreement for road maintenance between the Village and the Campton Township Highway**

**Department specify that all road maintenance and resurfacing funds budgeted by the Village be allocated to projects under the direction of the Campton Township Highway Department.** It is assumed that the Campton Township Highway Department will continue to report to the Village on the planned use of those funds and the projects that were completed. Note that this is separate funding and reports from the project the Campton Township Highway department handles for the roads in Campton Township that are not in the Village.

### **2017 Road Projects**

The Campton Hills Highway Department provided a list of proposed 2017 Road Projects on roads in the Village. The Village's funding for 2017 road projects is yet to be determined. However it is very likely that there will not be sufficient funding to accomplish all of these projects. In accordance with the previous discussion, it was suggested that funds normally designated for resurfacing Village roads in Plato township be allocated to these road projects because these roads are in such bad condition. The meeting participants reviewed the proposed projects and agreed on the following prioritized list.

- 1) Oak Dr and Colson Dr.
- 2) Winchester Way
- 3) Abbey Glen Dr., Abbey Glen Ct. and Cambridge Ct. including some catch basin and curb repair
- 4) Walt Whitman Rd old section and Whitier Pl. in Fox Mill with some curb repair.
- 5) Foxwood Ln.
- 6) Farrier Point Ln. old section.

### **2017 Drainage Projects**

Dale Gommel reviewed the 2016 drainage projects that the Campton Township Highway Department completed within the Village. Dale noted that because the Public Works Committee redirect 2016 funds normally designated for resurfacing the Village roads formerly in Plato Township to the Campton Hill Township Highway Department, the Highway Department was able to complete more of the Village's critical drainage projects in 2016 than was originally planned. Dale also reviewed a list of proposed 2017 Drainage Projects which include:

- 1) Pinto Ln and Palomino Dr. - Replace elliptical culverts and tile work
- 2) Vachel Lindsey St. and Francis Bret Harte St. - Underground Storm Drain
- 3) Campton Hills by Roberts Rd - Replace 24" culvert
- 4) South Bridle Creek Dr. by Carriage Ct. - Crossed Culverts Lined.
- 5) Kings Mill Dr. - Cross culvert from pond to catch basin.

## **VI. New Business**

### **2017 Public Works Committee Chairman**

Dave Newkirk announced that after serving for the past 9 years as the chairman of the Public Works Committee he wants to resign as chairman but remain on the committee. Todd Hoppenstedt agree to chair the committee. The committee would like to thank Dave Newkirk for his many years of service and for steering the committee through the formation of the Village and the Road Maintenance Agreement.

### **Road and Bridge Funding**

Dave Newkirk stated that in addition to the Motor Fuel Tax Revenue, the Village also receives a small amount of funding for bridge repair. Dave said the Village has never spent this funding and it should be accumulating in a reserve account. Sam Gallucci stated that there is only one structure in the Village that is classified as a bridge The bridge is on Denker Rd. at Ferson Creek. The bridge is inspected each year by the county and is in very good condition. Ron Searl agreed to investigate the funding to see if it could be use to address some of the high priority road repair projects.

## **VII. The next meeting is scheduled for 7:00 p.m. January 4, 2017**

## **VIII. The meeting was adjourned at 8:20 p.m.**

# Village of Campton Hills Meeting Summary Memo

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**To:** Public Works Committee Members  
**From:** Administration  
**Date:** July 12, 2017  
**Subject:** Agenda Updates

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**Agenda #Va - Campton Township Highway Department Intergovernmental Agreement (IGA) update**

At the Village Board meeting held on June 6, the IGA with Campton Township Highway District was approved.

**Vai - Capital Project Planning.**

The Village and the District agree to meet within 6 months of the execution of this Agreement to discuss the development of a multi-year public works capital project plan (CPP) to be used as a guide for future budget development by both parties. Once this plan has been developed, the Village and the District further agree to meet at least semi-annually to review and revise the plan to project potential projects for the next fiscal year added onto the remaining agreement years. The scope of this plan will include road and storm water projects as well as an annual contingency amount for unanticipated “emergency” projects as mutually agreed to by both parties. Any capital project plan developed by the parties shall not be legally binding on either party. Rather, the capital project plan shall serve as a communication and planning tool to assist both parties in their respective budget processes. The CPP process shall involve both staff from the District and the Village as well as consultation with the Village’s Public Works Committee.

**Agenda #Vb - FY 2017-18 Street program and Drainage Projects Update**

The project was approved to go out to bid on June 22, 2017. The bid opening is scheduled for July 14, 2017. MFT project number is 18-00000-01-GM.

Staff will advise the winning bid and bid amount via email to the committee members.

Roads included in bid documents are:

- Abbey Glen Dr., Abbey Glen Ct. and Cambridge Ct. including some catch basin and curb repair
- Walt Whitman Rd old section and Whitier Pl. in Fox Mill with some curb repair.
- Foxwood Ln.
- Farrier Point Ln. old section

Three streets not being done this year are:

- Oak Dr and Colson Dr.
- Winchester Way

**Agenda #Vc - 2017 Committee Chair Appointment Update**

Village Board approved the re-appointment of Rich Shult for a term to expire 6/15/2018

Village Board did not re-appoint Tony Murphy, noting his lack of attendance.

Staff has not heard from John Boveri regarding re-appointment to the committee. We have reached out to him again. His term expired 6/15/17 and will remain on the committee until he is re-appointed or someone is appointed to take his place.

If you know of anyone that would like to serve on the committee, there is an opening available.

**Agenda #Vd – Road and Bridge Funding**

Administrator Searl will provide an update on using the bridge funds for road repair projects