

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, June 14, 2016
7:00 pm
Village Hall

Agenda

1. Call to Order
2. Minutes of April 12, 2016 Meeting
3. Water & Sewer Capital Improvement Projects Updates
4. FOG Program – Additional Inspection and Compliance Procedures
5. Other
6. Adjournment

VILLAGE OF LIBERTYVILLE
BOARD OF TRUSTEES
WATER & SEWER COMMITTEE

Tuesday, April 12, 2016
7:00 pm
Village Hall

Minutes

Attendance

Committee: Trustee Scott Adams, Trustee Donna Johnson, Trustee Rich Moras

Village Board: Mayor Terry Wepler

Staff: Village Administrator Kevin Bowens, Deputy Village Administrator Kelly Amidei, Public Works Director Paul Kendzior, Finance Director Pat Wesolowski, Finance Director Patrice Sutton, Assistant to the Director Laura Ditanto

Other: Eric Callocchia – Municipal & Financial Services Group

Absent: None

Agenda

Call to Order at 7:02 pm

1. Minutes of March 8, 2016 Meeting

The minutes were approved as written.

2. Water & Sewer Capital Improvement Projects Updates

911 & 915 W. Park Avenue Watermain Easements

The Village Attorney spoke with the property owner on April 6, 2016. A meeting between the Village and property owner has been scheduled for April 8, 2016 to discuss the installation and setback issues. The executed easement agreement should be completed the following week.

2016 Underground Utility Improvements Program

The construction contract was awarded to Trine Construction at the February 23rd Board meeting. Watermain replacement work will occur on Johnson Avenue, Merrill Court, Wheeler Court, West Ellis Avenue, East Ellis Avenue and Fourth Avenue at Paddock Lane. Construction has begun, with work starting on West Ellis Avenue and Merrill Court.

3. Water & Sewer Rate Study

Eric Callocchia of Municipal & Financial Services Group (MFSG) presented his final recommendation for the new water and sewer rate structure to the Committee.

Current Water Rate Structure:

Bi-Monthly Minimum charge = \$30.69

Unit rate for usage above 4,000 gallons = \$6.40 per 1,000 gallons

Proposed Rate Structure:

Fixed Bi-Monthly Fee of \$22.83 (no usage included)

Tiered Rate structure per 1,000 gallons:

Tier 1 – Up to 4,000 = \$2.40

Tier 2 – From 4,000 to 8,000 = \$4.81

Tier 3 – Over 8,000 = \$7.21

Current Sewer Rate Structure:

Sewer Usage capped at 110% of winter water usage

Bi-Monthly Minimum charge = \$21.42

Unit rate for usage above 4,000 gallons = \$4.13 per 1,000 gallons

Proposed Rate Structure:

Sewer usage capped at 110% of winter water usage

Fixed Bi-Monthly Fee of \$7.66 (no usage included)

Unit rate for all usage = \$4.68 per 1,000 gallons (The \$4.68 includes the \$0.37 County Sewer Fee)

The proposed increases are recommended to build the utility cash balance for future surpluses that may be directed toward capital project or debt mitigation for currently planned projects:

	Fiscal Year								
	2017	2018	2019	2020	2021	2022	2023	2024	2025
Water Revenue Increase	5.0%	5.0%	5.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Sewer Revenue Increase	20.0%	12.0%	12.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%

Staff will include a notice of any increase related to the Wastewater Treatment Plant on any future water bills.

Riva Ridge Billing

The units in Riva Ridge share several units for one water meter. Currently, the Village bills Riva Ridge per water meter, and not per unit. Under the new rate structure the Riva Ridge residents will see a small increase on their water bill if the Village continues to bill per water meter. If Riva Ridge residents were billed per unit under the rate structure, their bill would increase 14% - 24%.

The Committee concurred with the recommendation from MFSG.

4. Response to Lead in Water Article

Director Kendzior gave an update to the Committee regarding the article published in the Daily Herald about lead in water pipes. The Daily Herald began a series of articles and editorials on the subject of lead in the water system, which started on March 28th. The first of these articles is attached and Libertyville is mentioned as a community that had a sole high lead test result at 720 parts per billion (PPB), which is above the Action (allowable) Limit of 15 ppb.

The Village purchases its domestic water from the Central Lake County Joint Action Water Agency (CLCJAWA). Water distribution mains then deliver the water throughout the Village. A service line from the main then delivers the water to each home and business. The major source

of lead in the water supply would be from lead service lines and fixtures and faucets inside the home or business. A lead service can be identified by its dull gray color, can be scratched with a key and is not magnetic. This is particularly common in, but not exclusive to structures built before World War 2. CLCJAWA adds orthophosphate to their water, which is a certified corrosion inhibitor that coats the inside of pipes and prevents lead from leaching into the water supply. This was not done when the city of Flint, Michigan converted their water supply from the City of Detroit to the Flint River.

The Village does test for lead in the water system every three years under the direction of the Illinois Environmental Protection Agency. The last testing was completed in 2014. As part of this testing program, the Village collected and analyzed 30 representative samples. 15 sampling locations must come from homes with lead service lines. From the testing in 2014, we had one sample over the Action Limit of 15 parts per billion (ppb). Two other samples had traces of lead, but well below the Action Limit. The other 27 had no traces of lead. The 90 percentile is used for the final results, which was 0.00 ppb for lead in our water supply. The Village also completes and publishes an annual Consumer Confidence Report (which is also referred to as the Water Quality Report) under the direction of the IEPA. The Report contains pertinent information on the Village's water system, including numerous test results for a wide range of contaminants, including lead. For this year's Report, Staff desires to professionally print and distribute via a bulk mailing to all our water customers. This will cost approximately \$2,000, in which we are reviewing the FY 2016/17 Budget to ensure that funds are available to cover this expenditure.

If lead service lines from the main to the B-Box (outside shut-off valve) are encountered as part of the Village's annual water main replacement programs, they are replaced with copper and the property owner is encouraged to replace the remaining portion of the service that they are responsible for. The Village's Water Connection Upgrade Fee will also be waived. Staff plans to replace about 50 lead services this year.

Staff has included this information in the upcoming Village Views, which also contains details on how a property owner can obtain a lead test kit. Test kits can be picked up and dropped off at the Lake County Environmental Laboratory located at the County's Central Permit Facility, which is located at 500 W. Winchester Road, Libertyville, IL 60048. The cost of the test kit is \$25.00. We have also encouraged residents and business owners that are concerned if they may have a lead water service or have any questions regarding lead to please contact our Streets & Utilities Division to schedule an appointment for an inspection by our staff.

The Committee may want to consider an incentive for residents to replace their portion of the lead service line. A typical construction cost is approximately \$3,500. Under the current incentive plan of waiving the Connection Upgrade Fee, there are still not very many residents who are replacing their lead service lines. Staff needs to think of ways to encourage residents to take advantage of this program.

Adjournment at 7:45 pm

Respectfully Submitted:

Laura Ditanto, Assistant to the Director

Memorandum

To: Water & Sewer Committee

From: Public Works Staff

Date: June 14, 2016

Re: Staff Report

Item 3: Water and Sewer Capital Improvement Projects Updates

a) 911 & 915 W. Park Avenue Watermain Easements:

A settlement price (appraised value less outstanding judgment) has been tentatively reached and the Village Attorney is in the process of finalizing Easement Agreements, which includes preparing the exhibits and legal descriptions for the easements.

b) 2016 Underground Utility Improvements Program:

The contractor, Trine Construction Corp. has completed the watermain replacement work on Johnson Avenue, Merrill Court, Wheeler Court, West Ellis Avenue, East Ellis Avenue and Fourth Avenue at Paddock Lane. Service installations (replacements) are now underway. The most notable remaining work includes the two water main connections on Milwaukee Avenue and a change order for a sanitary manhole replacement on Winchester Road.

c) 2017 Underground Utility Improvements Program:

Our consultant, Gewalt-Hamilton continues the water main design plans and water main routing concept. The JULIE (Joint Utility Locating Information for Excavators) design locate tickets have been received from most of the private utility companies and this information is being inputted on the construction drawings. The locations for the proposed water main replacement work include Route 45, Cleveland Ave., Arbor Ct. and Lange Ct.

Item 4: Fats, Oils & Grease (FOG) Program – Additional Inspection and Compliance Procedures

Public Works and Community Planning Departments Staff would like to once again amend Chapter 25 of the Village Municipal Code, Section 25-105 Grease, Oil and Sand Traps to further define an inspection program and compliance procedures for any determined violations. This will include an annual inspection, and in the event that a violation is found, an Inspection Report will be issued listing the violations. Immediate action will be required to correct any violations that threaten the health, welfare and safety of the public. For all other violations, a compliance schedule will be developed and monitored through follow-up inspections and correspondence. If the commercial food establishment owner does not fix the violations within the specified time period, closure proceedings can commence.

These additional steps are necessary to ensure that there is not an over abundance of grease build-up in the receiving Village sanitary sewer lines. A copy of the proposed ordinance to amend Chapter 25 is attached. The proposed ordinance amendments will apply to the owners of the commercial food establishments and not the property (building) owners.

VILLAGE OF LIBERTYVILLE
ORDINANCE NO. 16-O-

AN ORDINANCE AMENDING CHAPTER 25
OF THE LIBERTYVILLE MUNICIPAL CODE REGULATING
WATER, SEWERS AND SEWAGE DISPOSAL

WHEREAS, Chapter 25 of the Libertyville Municipal Code contains sections establishing regulations for disposal of fats, oils and greases;

WHEREAS, in order to promote proper disposal of fats, oils and greases to aid in preventing sanitary sewer blockages, it is necessary for the Village of Libertyville to adopt an Ordinance amending Chapter 25;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LIBERTYVILLE, COUNTY OF LAKE, STATE OF ILLINOIS, AS FOLLOWS:

Section One: Recitals. The foregoing recitals are hereby incorporated herein as if fully set forth:

Section Two: Amendments to Chapter 25, Section 25-105 Grease, Oil and Sand Traps. Add the following text to the end of Chapter 25, Section 25-105 of the Municipal Code:

- (6) Grease, oil and sand interceptors or traps that service commercial food preparation establishments shall be inspected by Village staff for evidence of excessive accumulations of fats, oils and grease as part of an annual trap inspection program or a special inspection in response to an identified concern of grease buildup in the Village's receiving sanitary sewer line.
- (7) In the event that a code violation is found with a particular grease, oil and sand interceptor or trap for a commercial food preparation establishment, the Plumbing Inspector, or designee, shall immediately pursue compliance in accordance with the Village's property maintenance code, policies, protocols and ordinances:
 - a) Prepare and issue to the owner of the commercial food preparation establishment (owner) an Inspection Report listing the violation(s) along with the standard Fats, Oils & Grease (FOG) Program violation letter.
 - b) Request immediate action of the owner to correct the listed violation(s) that threaten the safety, health and welfare of the public.
 - c) For any violation(s) that threaten the immediate safety, health and welfare of the

public, the commercial food preparation establishment is subject to being closed until said violation(s) are corrected.

- d) For violation(s) that do not pose an immediate threat to the safety, health and welfare of the public, the Village will request a compliance schedule to correct these violation(s). The compliance schedule must be provided by the owner within one week's time from the issuance of the Inspection Report and include all anticipated dates for submission of permit application, permit review, permit issuance, start work and complete work to correct the violation(s). All violation(s) will need to be corrected within ninety calendar days after the issuance of the Inspection Report. The compliance schedule must also be approved by the Village.
 - e) The owner must also provide copies of all service records for the grease, oil and sand interceptors or traps for the past year within ten days after the issuance of the Inspection Report.
- (8) If the owner fails to provide the compliance schedule within one week of the issuance of the Inspection Report, the Director of Public Works, or designee, will send the owner a follow-up FOG Program violation letter and request the compliance schedule within one week from the issuance of said follow-up violation letter.
- (9) If the owner is non-responsive to the initial and follow-up violations letters, the Building Commissioner will issue a Code Violation Notice (Notice); which will be served to the owner via certified mail and again request the compliance schedule within one week from the issuance of the Notice.
- a) Bi-weekly inspections on a as-needed basis will then be conducted by the Plumbing Inspector to ensure compliance to correct the violation(s).
 - b) If compliance is not met by the owner, proceedings to immediately close the commercial food preparation establishment will be pursued with the Village Administrator until such time the violation(s) are corrected by the owner.

Section Three. That is any section, paragraph, clause, phrase or part of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining provisions of the Ordinance, and the application of these provisions to any persons or circumstances shall not be affected thereby.

Section Four. That all Ordinances or parts of Ordinances in conflict with the provisions of this

Ordinance are hereby repealed insofar as the conflict herewith.

Section Five. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as required by law.

PASSED this _____ day of _____, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2016.

Terry Wepler,
Village President

Sally Kowal,
Village Clerk