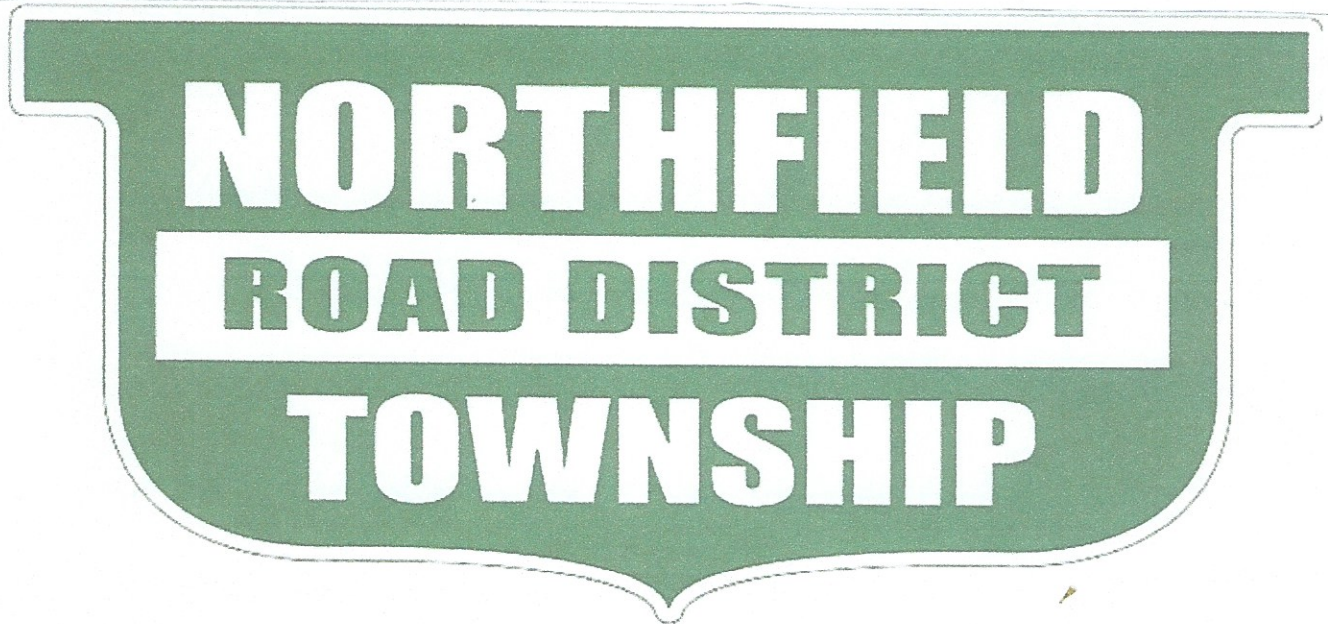


**Highway Commissioner's  
Report  
2022-2023**



## From the Highway Commissioner

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*Tim Rueckert*

### **NEW LETTER**

**Again, another challenging Year.** I am sure we can all agree that this past year has been another challenging one. And, like most government agencies and businesses, the Road District has had its share of challenges too.

As you know the County delayed second installment real estate tax bills until November this year. That is a delay of payments for five (5) months. What this really means for the Road District is leaves the Road District again to stretch our already thin reserve funds even thinner. The bulk of our funding comes from Real Estate taxes. Most years we receive funds beginning in April and in August. This year we had to stretch from the April's bill until December. Despite these setbacks the Road District was able to repave Linneman Street in Glenview and purchase a much-needed plow truck (affectionately called Big Red). The Road District purchased this truck used from another Township Road District. In my opinion our Road District got an amazing deal in a time when new and used trucks are hard to come by. Big Red replaces a 20-year-old truck (number 8).

I have been honored to be your Highway Commissioner, and I'm focused on the following goals:

- Continuing to provide funding for resident programs such as recycling, flooding, road repairs, plowing, tree trimming, and on-going street maintenance.
- Continue to develop a township wide comprehensive recycling program for all the villages the Road District services. Our objective is to create a homogeneous community recycling center, efficiently funneling all recycling into one centralized location.
- Provide the Township's residents with excellent service by adapting to our ever-changing environment, succeeding with effective planning and teamwork, and successfully responding to emergency situations.

**Strong Teamwork.** I feel fortunate not only to be your Highway Commissioner but also blessed to have a great staff at the Road District. My team and I share a common goal

- to provide the Township's residents with excellent service, 24/7, and to let our good work and deeds speak for themselves. Our staff continues to adapt to our ever-changing environment, succeeding with effective planning, especially during emergency response situations. It is my mission to continue the fine work the Township's residents have received in the past, and to improve and update our area whenever possible.

I have had the pleasure of meeting with many of township residents at various Homeowner's Association meetings in person and on zoom or social media, and I look forward to meeting many more.

As always feel free to reach out to me at any time at **Road@Northfieldtownship.com**. I welcome your feedback and input! With your help we can continue to make Northfield Township a great place to live and work. For up-to-date information, please visit our website and follow us on @NorthfieldRoads on Facebook and @ NorthfieldRoads on Twitter to learn more about the new steps we are taking to improve community.

I would like to thank the Township Board for their service and the many unseen things they do to make Northfield Township Government work!

Again, it has been my pleasure to lead the Township's Road District and represent you.

Thank you for the opportunity to serve.

Together in Service

Tim

Tim Rueckert

# ADMINISTRATION & MISCELLANEOUS

## Standard Operating Procedures

Standard operating procedures (SOPs) are prepared and revised to ensure uniform handling of recurring Township Road District activities and guidelines.

Personnel Policy	Drug & Alcohol Policy	Safety Work Rules
Confined Space Entry	Employee Training & Development	On-The-Job Injuries
Job Description - Foreman	Job Description - Mechanic	Job Description - Crew
Snow & Ice Removal	Mailbox Replacement	Flood Control
Storm Sewer Culvert/Ditch	Fleet Preventative Maintenance	Excavation
U.S. Flag Etiquette	Storm Water Management	
Cook County Duty Desk	Emergency Email System	

## Special Projects

Special projects were undertaken to analyze, research, assist and report on Township Road District programs and services and when appropriate, to recommend various alternatives. Special projects during 2022 included:

**Drug & Alcohol Testing** - Continued administering the "Omnibus Transportation Employee Testing Act" which requires random drug and alcohol testing for employees who perform safety sensitive functions and are required to possess a commercial driver's license. During 2022, two (2) random drug screen tests were administered.

**Performance Indicators** - Updated the performance service indicator benchmarking the status of the Township Road District's Street resurfacing and rehabilitation program. The street inventory is attached.

**Storm Sewers** - The Township Engineer is continually updating the storm system maps for unincorporated streets in the Township.

**Recycling Events** – We have completed 15 years of our recycling program. This year the recycling program started on April 10th and will end on November 3rd. We continue our Monday thru Friday, 7AM to 3PM drop-off program at the Road District Garage.

**Community Events** - We continued to assist the Township Food Pantry in 2022.

Contributions totaling \$300 were made to the Glenbrook North & South Grad Night Committees. Our thanks go to the committee members for giving our children a safe and attractive alternative to celebrating graduation.

**Block Parties** - Coordinated Police, Fire and Road District services for citizens who are planning block parties.

### Administrative Activities

The Highway Commissioner provides administrative oversight to the entire Township Road District to ensure an essential and desirable level of public service is provided and to effectively manage the infrastructure and related Township Road District programs. Routine administrative activities include, but are not limited to:

- \* Providing general "overhead" for the day-to-day administration including purchasing, photocopying, answering phones, radio dispatching, responding to a variety of inquiries, correspondence and regulations, records and archive maintenance and filing.
- \* Maintaining a daily journal of staff productivity and accomplishments.
- \* Verification and allocation of labor and equipment usage to provide justification of services being charged to the Northfield Township Sanitary Sewer System.
- \* Maintaining maps, atlases, records, and maintenance history of Township Road District infrastructure.
- \* Preparation of the Township Road District's annual budget, long range plans, emergency management services, recycling, and annual report.

## EMPLOYEE TRAINING & DEVELOPMENT

The Road District had to implemented a thorough staff training program on the protocols for COVID-19 by following strict CDC, and State and Local health mandates and guidelines.

Due to the COVID-19 Pandemic, most training in 2022 was cancelled but all Road District employees were encouraged to participate in as much online learning as possible.

The following list illustrates the variety and extent of investment in training of employees during the calendar year (please note meeting and training was conducted via a virtual meeting platform):

1. We continue to be active in the Lower Des Plaines River Watershed Planning Council, which deals with stormwater run-off and reports projects for improvements to the Metropolitan Water Reclamation District (MWRD). Sixty-six percent (66%) of our stormwater system is directed to the Des Plaines River. (Wally Kehr and Dan Creaney).
2. Cook County Building and Zoning
3. We continue to be active in the North Branch of the Chicago River Watershed Planning Council. (Daniel Creaney, Engineer).

## **STREETS**

The street inventory contains approximately twenty-three (23) centerline miles. Annually the Township Road District undertakes a windshield survey of each street's degree of cracking and/or deterioration and the Long-Range Resurfacing Plan is adjusted. Consequently, the roads with the worst pavement conditions are scheduled for resurfacing. It is very important to repave a street before it completely deteriorates since it is more cost effective to resurface streets (rating 2.0) on a timely basis in order to prevent a more expensive failure (rating 1). Under our approach, the street system is better maintained at less expense than if gross deterioration is allowed to occur.

The performance benchmarks established for street maintenance are to: eliminate all grossly deficient streets with a "1" rating; rehabilitate as many "2.0's" as possible with the funding available; and to maintain a minimum of 70% of the streets with a rating of "3" or better. Attached is the windshield survey. Streets with lower ratings have been heavily maintained and repaired.

### **STREET MAINTENANCE**

Repairs, maintenance, resurfacing and rehabilitation of the Township Road District Street System infrastructure requires an ongoing management program to identify and prevent premature failure of the pavement base and surface and to correct problems on a timely basis as they occur. Last year's maintenance and repair activities included: asphalt patching, base repair to a roadway's bed, pothole repairs, sweeping and grading shoulders. The Road District also works in conjunction with and oversees the contractors hired to repave our streets. The heavy freeze and thaw cycles we experience continue to be a road's worst enemy. Garbage trucks with their weight and frequent stopping does not help either. Therefore, we repair the edges of the roads that have deteriorated first before resurfacing the street. A strong base and edge of pavement will make a complete resurfacing project last longer.

### **ASPHALT STREET IMPROVEMENTS**

Asphalt streets identified for major repairs were selected from the "long range resurfacing plan. The Highway Commissioner prepares the necessary plans and specifications and then solicits competitive bids.

## Proposed 2023 Resurfacing Plan

The Last Year Paved	Name of Street	Length of Street	Width of Street	Total Length
2006	*Prairielawn (N of Lake Ave)	1140 ft.	22	1,140 feet
2006	*Peachgate Road	950 ft.	22	2,090 feet
2006	*Peachgate Court	700 ft.	22	2,790 feet
2006	*Peachgate Lane	817 ft.	22	3,607 feet
2005	*Huber Lane (N of Lake Ave)	500 ft.	22	4,107 feet
2008	Greenleaf	1,245 ft.	22	5,352 feet
2003	*Countryside Lane	2,400 ft.	22	7,752 feet

\*Joint venture between Village of Glenview and Northfield Township Road District.

### PARKWAY SERVICES

Parkway services encompass a wide range of activities including, but not limited to: tree trimming and removals, reforestation, landscaping and weed cutting services, free brush pick-up and storm sewer maintenance and repairs. A comprehensive data collection program continues to catalog and inventory all storm sewer lines and trees in the right-of-way.

The performance benchmarks established for parkway services are to: implement a turf mowing policy to ensure grass and weeds do not exceed 8" on Township Road District maintained rights-of-way; to trim all bushes/trees that obscure vision to vehicular traffic at all intersections, even if the parkway does not belong to the Road District. We annually plant at least two (2) trees. We also remove storm damaged trees and limbs from the parkways immediately after severe weather events.

#### BRUSH PICK-UP

Free brush pick-up service is provided to residents of unincorporated Northfield Township in the months of May, June, and September.

#### TREE MAINTENANCE

Tree trimming is performed to maintain shape, remove dead or diseased limbs and to remove potential hazards to pedestrians, cyclists and vehicular traffic. The extreme weather changes are affecting all trees. A total of twelve (12) trees were removed due to disease and age.

Dutch Elm Disease, Emerald Ash Borer, Gypsy Moth and Zimmerman Pine Moth persist to infect our trees. The Road District is in compliance with the Illinois Department of Agriculture procedures on the removal of EAB and ALB infected trees.

### **STUMP REMOVAL**

It is the policy of the Township Road District to grind tree stumps when a tree is removed, wherever possible. Eight (8) tree stumps were ground.

### **REFORESTATION PROGRAM**

In the 2022 Township Road District Newsletter a cost sharing reforestation program continued to be advertised, offering cost subsidized trees for planting on public parkways fronting unincorporated residences and/or businesses. All species of trees offered cost the residents three hundred (300) dollars. Two (2) trees were planted.

### **CLEANING PARKWAYS OF DEBRIS**

Cleaning up road debris, such as automotive parts litter (glass, mufflers, exhaust pipes, belts, tires, tire pieces and accident parts), landscapers' debris and dead animals requires an on-going commitment.

### **STORM DAMAGE PICKUP/ASSISTANCE**

The Township Road District assists its residents in the removal of brush, limbs, and trees that were damaged from severe wind and wet snowstorms. The residents are required to stack the brush and logs at the curb for Township Road District pickup. In 2022 there were at least three (3) flooding and three (3) wind weather events that required Township Road District assistance. Our extreme weather cycles continue.

## **SNOW AND ICE CONTROL**

Snow and ice removal from the Township streets is one of the most visible and vital functions performed by the Township Road District, and subject to the most variables. The Township Road District strives to be expeditious and efficient in the removal of snow and ice. Using standardized salting and plowing procedures ensures that people move as safely as possible during these inevitable hazardous weather conditions.

The performance benchmark for snow and ice removal is predicated on a snowstorm's intensity and projected duration, time of day, road conditions and traffic volumes. Due to variable conditions each storm presents, the time necessary to complete initial operations is difficult to forecast. In order to measure productivity for a particular storm, each inch of snowfall is equivalent to one hour of work. Thus, for a 4" snowstorm, initial plowing and de-icing operations should be completed within four hours after the snowfall has ended.



## Annual Snow Plowing Report November 1, 2022, thru April 1, 2023

The 2022/23 snow season started off late this year with icing & snow conditions starting on December 21<sup>st</sup>, 2022. January was warmer than usual and had more rainstorms than snow storms. February made up for the late start with numerous minor snowfall events and unusual temperature swings. The last time we were out was March 13<sup>th</sup>, 2023. This season we saw many temperature swings with rainstorms turning into ice/snowstorms then transitioning back to rain. Much rain fell back onto frozen streets and turning into black ice. We also had fog forming and refreezing the roads on contact. The season total for snowfall was ½ of our normal average of 38.5 inches of snow.

We have 5 designated plow/salting routes. Salt usage is determined by the conditions of each event, current road conditions and the weather forecast. Temperatures are crucial for salt effectiveness and determine if a salt additive needs to be applied. Salt trucks are dispatched on an as-needed basis. Plows are dispatched after a 2-inch snowfall. Salt trucks are dispatched whenever there are freezing conditions. Most events are done before/after regular business hours, requiring over-time pay. This is due to safety, timing of the event, traffic conditions and overnight parking restrictions.

This winter season, as of March 25, 2023, we have salted the streets a total of thirteen (13) times and plowed the roads nine (9) times due to conditions.

This winter season we ordered 599.74 tons of salt with the delivery price of \$75.61 a ton. The total delivery price of salt was \$34,009.38.

### SNOW AND ICE CONTROL RESTORATIONS

Invariably, minor property damage occurs during snow removal operations. Restoration of residents' mailboxes is limited to repair or replacement of a standard "rural" type box and a 4" x 4" wood post as stated in the Township Road District Standard Operating Procedure for Mailbox Replacement. Upon notification of lawn damage, a service call is made to immediately "roll back" the sod, if possible. After the initial response, a follow-up visit occurs when black dirt is available. This ensures any further areas needing restoration are completed. Two (2) mailboxes and posts had to be replaced due to plow damage. Rotted wood posts are typically the main reason for mailbox failures. The combination of wet heavy snow or icy slush is no match for an aging mailbox and post. We only replace mailboxes/posts that are directly hit by a snowplow.

## SALT USAGE

The Township Road District participated in the Cook County Highway Department contract for the purchase of bulk salt for the 2022/23 winter season. Morton Salt Co. was awarded the County contract. The delivered bid price of \$ 75.61 per ton was guaranteed by the Morton Salt Co. Our vigorous salt ordering keeps the salt bin full. This allows us to always keep our streets safe and clear.

## HISTORICAL SALT PURCHASES

Winter Season	Salt Supplier	Price per Ton	Tons Delivered	Purchase Amount
2022/23	Morton Salt	75.61	599.74	34,009.38
2021/22	Morton Salt	66.44	514.33	33,143.43
2020/21	Morton Salt	66.44	907.25	58,584.81
2019/20	Morton Salt	64.44	471.72	30,396.67
2018/19	Morton Salt	55.39	969.61	53,705.62
2017/18	Morton Salt	55.39	848.97	44,657.40
2016/17	Morton Salt	55.39	456.23	25,270.60
2015/16	Morton Salt	77.51	808.50	62,666.83
2014/15	Morton Salt	73.19	1,017.89	74,449.37
2013/14	Morton Salt	66.20	1,647.71	109,087.40
2012/13	Morton Salt	66.20	831.87	55,069.79
2011/12	Morton Salt	66.20	475.70	31,491.33
2010/11	Morton Salt	63.35	1,064.79	67,454.43
2009/10	Morton Salt	122.90	999.66	122,858.22
2008/09	Kirschhoffer Truck Service	160.00	50.69	8,110.40
2007/08	Morton Salt	45.20	1,371.99	5,412.91
2006/07	Morton Salt	45.20	785.66	35,511.82
2005/06	North American Salt	33.06	611.07	20,202.42
2004/05	North American Salt	30.06	793.21	23,843.89
2003/04	Morton International	29.33	881.57	25,856.45
2002/03	North American Salt	30.95	809.61	25,074.17
2001/02	IMC Salt Co.	30.95	788.72	24,379.93
2000/01	IMC Salt Co.	26.91	1,169.27	31,465.05
1999/00	IMC Salt Co.	26.38	639.58	16,872.12
1998/99	Detroit Salt Company L.C.	28.67	687.87	19,721.23
1997/98	Cargill Salt	28.83	827.59	23,859.41
1996/97	North American Salt Co.	28.10	859.01	24,138.18
1995/96	North American Salt Co.	28.12	849.66	23,892.43
1994/95	North American Salt Co.	26.92	683.65	18,403.86
1993/94	North American Salt Co.	25.22	960.40	24,221.16
1992/93	North American Salt Co.	23.22	895.03	20,782.60

## **STORM SEWERS**

The storm sewer infrastructure contains approximately 16 miles of storm sewers, 28 miles of ditch line; 467+ inlets, catch basins and manhole structures to store and convey storm water runoff to minimize localized flooding. The Township Road District performs a reactive maintenance program which includes cleaning manholes, storm grates, dye testing storm sewer lines, pipe, and culvert replacement, grouting and responding to storm drainage problems reported by citizens to ensure the storm sewer system is functioning as designed and constructed.

Drainage cannot be overemphasized. Water affects the entire serviceability of a road. Water allowed to remain on top of a blacktopped road weakens the surface and combined with traffic, causes potholes and cracking. If improperly channeled, water causes soil erosion and a breakdown of pavement edges.

During periods of heavy and/or prolonged rainfall, crews are assigned to clean debris from storm sewer inlets. In addition, crews are immediately dispatched to respond to calls by residents whose basements are flooding due to plumbing backups, sump pump failures, overland flooding, or seepage. In 2022/23, there were at least four (4) moderate/severe rainfall events.

The performance benchmarks established for storm sewer maintenance are to respond to storm water complaints within 2 hours of notification, repair minor deficiencies and/or temporarily restore flow of known service failures in the storm sewer infrastructure within one work week from receipt of notification, annually replace or rehabilitate deficient storm sewers and annually grade, reshape and clean drainage ditches.

### **STORM SEWER MAINTENANCE**

Periodic maintenance to storm sewers and their structures is required to maximize the life expectancy of the system. This ensures the overall structural integrity of the infrastructure. We routinely inspect ditches, culverts, parkway drains, catch basins, and storm manholes. We also routinely clean the storm lines by rooting, cutting and flushing the system. This process removes dirt, roots, and other debris from our storm system. Washouts are created by water being able to enter a storm system thru the joints of connecting pipe, broken pipe, or a manhole connection. This creates a small hole in a yard or a street. These washouts are dug up, and problems located and repaired. Unchecked, the washouts could lead to a blockage or collapse in a storm system.

### **TELEVISIONING**

Televisioning is primarily used to verify suspected structural integrity of storm lines.

## **FLUSHING/CUTTING STORM SEWERS**

In the 2022/23 season, approximately 5,200 feet of storm sewers were cleaned by the Township Road District staff as a preventative measure to clean and to open blockages in the system.

## **WASHOUTS**

In the 2022/23 season, five (5) washouts were dug up and repaired. This included restoration to a yard or street.

## **STORM SEWER MAIN LINE REHABILITATION**

In the 2022/23 season, six (6) culverts with their respective driveway aprons were replaced. Three hundred (300) feet of 10-inch storm line was replaced. This included restoration for each project.

## **STORM LINE MANHOLE/CATCHBASIN REPAIR / INSTALLATION**

In the 2022/23 season, two (2) curb drains were repaired, four (4) storm manholes installed.

## **DRAINAGE DITCH MAINTENANCE**

A monthly drainage ditch inspection program was continued to ensure unobstructed flow of storm water. Routine and emergency maintenance activities included: cleaning debris; isolated weed cutting; and regrading/reshaping drainage ditches. Approximately twenty (20) feet of ditch-line was regraded.

## **TRAFFIC CONTROLS**

The Township Road District traffic infrastructure consists of a myriad of traffic control signs and pavement markings to safely control and direct the flow of traffic within the community.

The Township Road District Policy established for traffic control maintenance is to: report malfunctions of any traffic signal to the appropriate agency within one hour of being notified; report non-township sign deficiencies to the appropriate governmental agency within 1 work day from receipt of notice; manufacture intersection street name and traffic control signs within one work day, or to order and receive specialized traffic control sign(s) within two work weeks; replace stop signs within 2 hours of notification;

and replace all other missing and/or defaced township traffic control signs within 2 work days from receipt of notification.

### **STREET SIGN MAINTENANCE**

Repairs, removals, additions and enhancements of signs and pavement markings within the traffic control system infrastructure are generated by verbal and written requests from residents, Police reports, and other governmental entities or from Township Road District staff after visual inspection of traffic control infrastructure.

Traffic control infrastructure work accomplished during 2022/23 included the replacement and/or repair of eight (8) signs and six (6) signposts, all according to the Manual on Uniform Traffic Control Device standards. Most of the "Stop Signs" in the Township have been replaced due to age and reflectivity requirements.

### **PAVEMENT MARKING**

The Northfield Township Road District follows all State Statutes and the Manual on Uniform Traffic Control Devices. Northfield Township repainted, as needed, stop line markings and pedestrian crosswalks.

### **BARRICADE MAINTENANCE**

The Township Road District maintains a working inventory of about 50 portable barricades. Periodic maintenance including changing batteries, lights, replacing cross supports, straightening legs, painting and other tasks are performed to ensure the units are in "working order" when needed. During the winter of 2022/23, twelve (12) barricades were rehabbed with new lights, paint, and reflective sheeting. The paint used was from our recycling events.

The Township Road District provides the necessary barricades, temporary traffic signs and labor support for road closures due to flooding, block parties, accidents, sanitary/storm main restoration projects, excavation sites and roadway restoration projects.

### **SIDEWALK INSTILLATION**

Northfield Township Road District is continuing to look for funding for the sidewalk repair/replacement of the remaining sidewalk located on Linneman Street located in Glenview Countryside Subdivision This sidewalk is for the children walking to Henking Elementary School. Phase one was completed in 2021, in conjunction with a Northfield Township Road District storm sewer replacement project and a grant from Cook County for sidewalks.

Northfield Township Road District is cooperating with Cook County Highway Department and Cook County Commissioner Scott Britton office in securing funding and right-a-way

authority for a sidewalk to be installed on Sanders Road in Northbrook by Mission Hills Condominium Complex.

## **FLEET MAINTENANCE**

The computerized fleet maintenance and inventory program is a behind-the-scenes service, which supports all operations and encompasses all activities involving the repair of the Township Road District's fleet. The Township Road District's fleet is comprised of a wide spectrum of trucks and tractors, as well as a host of other specialized mechanical equipment. The vehicle's safety and reliability are directly dependent on timely preventive fleet maintenance and not exclusively related to the vehicle's age and mileage. The Township Road District has instituted an aggressive Preventive Maintenance (PM) program in order to consistently meet the service requirements recommended by vehicle/equipment manufacturers. The PM program ensures that all motorized equipment receives a consistent level of ongoing mechanical maintenance with the goal of extending the serviceable life of the unit and thereby reducing their down time and overall cost of ownership. The primary goal of the Township Road District's fleet Maintenance Program is to provide the Township Road District Crew with a dependable, well-maintained fleet at the lowest practical cost.

The performance benchmarks established for fleet maintenance services are to ensure that motorized vehicles that are powered by their own engine receive a consistent level of on-going mechanical maintenance as recommended by the manufacturers' specifications and to resolve observed mechanical deficiencies within two workdays from receipt of notification. The maintenance covered under this program is limited to engine oil service, ignition and carburetion, braking system, engine cooling system, transmission service and hydraulics.

### **Miscellaneous maintenance to equipment included but was not limited to:**

- 22 State of Illinois Safety inspections
- 12 large equipment tune-ups and 14 small equipment tune-ups
- 40 oil changes
- 10 tires replaced/repaired.
- 2 plows repaired.
- 2 sets of plow blades replaced.
- 1 sets of truck springs (large trucks)
- 1 large dump truck brakes replaced.
- 1 exhaust systems repaired (dump trucks)
- 2 hydraulic systems repaired (dump trucks)
- 4 trailer electrical/brake systems repaired/inspected.

## SMALL EQUIPMENT CHECK/MAINTENANCE

A computerized inventory and preventive maintenance program performed on a weekly, monthly, quarterly, and/or annual basis was continued to ensure the Township Road District's construction tools and equipment were ready for routine and emergency response. The inspections entailed checking the fluids, battery life and running the equipment for a specified period of time. Deficiencies were promptly reported to the fleet maintenance staff for repairs. Such equipment included, but was not limited to: locators, pumps, generators, saws, mowers and other fuel powered tools and equipment.

As mentioned earlier in this report the Road District purchased a 2018 Mack Plow/Dump truck, number 28 (AKA Big Red). The 2018 Mack truck will replace truck number 8, a 2002 Sterling Attera 8500. All hopes should give the Township 20 years of service.

## RECYCLING PROGRAM

In November of 2008, in an effort to promote recycling throughout Northfield Township, the Highway Commissioner implemented a recycling program open to Township residents only. The response to this program has been extremely positive.

In an effort to make recycling easier and more convenient for our residents, a decision was made to open the Northfield Township Road District garage doors as a recycling center Monday thru Friday, from 7am until 3pm.

Residents were instructed to pull up to the north garage door at 237 Melvin Drive in Northbrook, ring the bell. They would remove recyclable material from their cars and place them on a steel cart to be sorted by Road District staff. Residents commented on how astounded they were at the ease in which they are able to drop off recyclables.

We continue to partner with other organizations to build on the successful events we've already held. Glenkirk's Opportunity Secure Data Destruction provides our on-site shredding service. We are fortunate to have partners like Abt Electronics and United Cerebral Palsy's ATEN.

This free recycling program accepts the following items: Art supplies, batteries, bikes, toys, cell phone/pagers, cardboard (no tubes), CDs and DVDs, clothing, computer hardware (no computer monitors), electronics (no televisions), engine oil, transmission oil, eyeglasses, flags, fluorescent tubes/bulbs, household paint (oil & latex), ink/toner cartridges, metal, paper, Styrofoam blocks, therapeutic equipment, and tires.

There were 8 events this year. During these events the Road District accepted sensitive documents and all qualified recyclable materials. No recycling events were held in the months of November, December, January, February and March.

In 2013 we created Household Chemical Waste drop-off days, so that the homeowners of Northfield Township have an alternative to safely dispose of their unwanted household cleaning and maintenance products. In 2022, two (2) 1-day events were scheduled.

The Road District has made it simple. At the collection site, Road District employees segregated the waste. The waste is repackaged and prepared for shipment by Tradebe's technicians to ensuring all DOT and EPA regulations are met. The material is then loaded by Tradebe staff and transported to the proper disposal/recycling facility.

The following items were accepted: *antifreeze, cleaning products that are consumer commodities only, charcoal lighter fluid, driveway sealer (limit of 2 five-gallon buckets), drain cleaners, paint thinners and gasoline in approved/original containers only.*

- No medical waste, medicines of any type, or sharps (needles) are accepted.
- No pool, photographic, or business/commercial use chemicals are accepted.
- No propane tanks or other pressurized air tanks/cylinders are accepted.
- No televisions or computer monitors are accepted.
- No items containing Mercury are accepted.
- No fire extinguishers are accepted.
- Must be a resident of Northfield Township to recycle at our facility.

#### **RECYCLING PROGRAM YIELD 2022**

67,704 pounds of sensitive documents shredded (saving 33.8 trees)  
4,785 gallons of latex & oil-based paint (87) 55-gallon drums  
750 gallons of motor oil (14) 55-gallon drums  
43 pallets of small appliances  
92 gaylord plastic bags of Styrofoam delivered to ABT  
57 bales of cardboard  
5 pallets of wire  
7 pallets of lead batteries  
4 55-gallon drums of crushed CFL/Fluorescent bulbs  
8 bicycles for donation  
24 bags of clothing/toys for Goodwill  
28 pallets of computer electronics/medical devices ATEN  
10 32-gallon bags of flags (given to local Boys Scout troops for proper disposal)  
225 used tires  
2 dump trailers of scrap metal  
2,800 pounds of alkaline batteries (56) 5 five-gallon buckets (weighing 50 lbs. each)

#### **RECYCLING PROGRAM MISSION**

Northfield Township's commitment to comprehensive environmental protection employs only the most socially and environmentally responsible recycling practices.



We believe that our residents want to be responsible and recycle in an environmentally conscientious way. Our purpose is to offer simple and convenient solutions to management of recyclables that reward our residents' environmental integrity. Our environmental mission includes:

1. Environment - Dedicated to meeting or exceeding the requirements of relevant environmental law and regulation to keep our landfills free of unnecessary pollutants and to reducing energy use.
2. Transparency - To keep Northfield Township's recycling practices as clear as possible and free of charge so that each of our residents feels secure in using the service.
3. Convenience - Dropping off the recyclable must be quick and trouble-free.
4. Operations - Regularly evaluate our operation to respond to relevant emerging environmental issues and to improve our management practices to guarantee the ongoing integrity of our environmental mission.
5. Reuse - Northfield Township believes that reuse should come first and strives to find partners that will find second homes for all electronics that we accept. Items that cannot be reused will be recycled responsibly.

## **HAZARD MITIGATION**

### **CENTRAL ROAD FLOODING UPDATE**

The **Metropolitan Water Reclamation District (MWRD)** has stated to the Road District that this project is still moving forward.

As stated in previous reports, the preliminary drainage study and preliminary design plans for the Central Road Corridor have been completed. IDOT (Illinois Department of Transportation) have begun finalizing the design plans for this project. As a part of the design a detention facility will be constructed. Preliminary designs reflect this facility will be constructed at the southeast corner of Central Rd. and Potter Rd. The Road District and the MWRD have engaged into an Inter-Governmental Agreement stating; Once the project is completed MWRD will forward the ownership of that facility to the Northfield Township Road District. This is necessary portions of Central Road design plan and will need to be fully constructed and intergraded with the new storm systems once installed.

Currently, the storm water drainage system under Central Rd. is owned and maintained by IDOT and was installed approximately 60 years ago, long before much of the development, or the re-development of the property in the drainage area occurred. As a consequence, this system is incapable of effectively conveying the volume of storm water run-off which occurs frequently in heavy rainfall, especially those of intense, but short durations.

IDOT and MWRD have recognized and acknowledged the inadequacy of this system and are taking steps making the necessary infrastructure improvements in order to help solve this problem. We have hopes this project will be kicked off this summer.

### **NORTHBROOK WEST FLOODING UPDATE**

Northfield Township Road District and MWRD have proposed a major reconstruction project for the Northbrook West Subdivision and Techny Road corridor. This would include the areas of Citation Lake and Deercrest Subdivisions. Funding is being worked on with a collaborative effort with Northbrook West Homeowners, MWRD, Cook County, Cook County Commissioner Scott Britten and Northfield Township Road District.

The MWRD is the agency primarily responsible for storm water management in Cook County. A big step has been taken to mitigate the flooding along Central Road in Glenview and the subdivision of Northbrook West in Northbrook.

### **EMERGENCY MANAGEMENT**

In years past the Road District has taken a comprehensive modular approach to emergency management public works training which has been established and implemented within the Northfield Township Road District. All Road District employees are encouraged to participate in all training classes.

All Northfield Township Road District Road crew employees have taken ICSs courses and both Wally Kehr and Tim Rueckert are certified ICS 300 Participant and Tim Rueckert is certified ISC 800 National Response Framework.

### **Highway Commissioner's Hours worked**

The following is a list of monthly hours worked for fiscal year 2022 – 2023.

<u>Date</u>	<u>Hours worked</u>
April 2022	154
May 2022	143
June 2022	153
July 2022	139
Aug 2022	175
Sep 2022	145
Oct 2022	139
Nov 2022	138
Dec 2022	144
Jan 2023	140
Feb 2023	139
Mar 2023	140
Total hours worked for FY 22-23	<b><u>1749</u></b>