



Municipal Expertise • Community Commitment

Dana E. Ludwig, PE, CFM, CPESC
Direct Line: (815) 412-2702
Email: dludwig@reltd.com

May 31, 2017

Project No. 13-770.MAT

Illinois Environmental Protection Agency
Water Pollution Control
Compliance Assurance Section #19
P.O. Box 19276
Springfield, IL 62794-9276

RE: Village of Matteson
NPDES Permit MS4 Annual Report
Reporting Cycle 2016-2017
Permit No. ILR40 - 0383

Dear Sir/Madam:

Enclosed please find the following items in regard to the NPDES Permit for Storm Water Discharges from Municipal Separate Storm Sewer Systems (MS4) for the Village of Matteson:

- MS4 Annual Facility Inspection Report for 2015-2016
- Various Attachments supporting Minimum Control Measures
- TMDL Status (Based on 2016)

This documentation has also been emailed to epa.ms4annualinsp@illinois.gov. If you have any questions, please call me at (815) 412-2702.

Very truly yours,

ROBINSON ENGINEERING, LTD.

A handwritten signature in blue ink that reads 'Dana E. Ludwig'.

Dana E. Ludwig, PE, CFM, CPESC
Senior Project Manager

Encl.

xc: Bart Gilliam, Public Works Director – Village of Matteson
Jay Patel – IEPA-Des Plaines office
Ernest R. Roberts III, PE – REL-South Holland Office



Illinois Environmental Protection Agency

Bureau of Water • 1021 N. Grand Avenue E. • P.O. Box 19276 • Springfield • Illinois • 62794-9276

Division of Water Pollution Control ANNUAL FACILITY INSPECTION REPORT

for NPDES Permit for Storm Water Discharges from Separate Storm Sewer Systems (MS4)

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Compliance Assurance Section at the above address. Complete each section of this report.

Report Period: From March, 2016 To March, 2017

Permit No. ILR40 0383

MS4 OPERATOR INFORMATION: (As it appears on the current permit)

Name: Village of Matteson Mailing Address 1: 4900 Village Commons
Mailing Address 2: County: Cook
City: Matteson State: IL Zip: 60443 Telephone: 708-283-5423
Contact Person: Bart Gilliam Email Address: bgilliam@villageofmatteson.org
(Person responsible for Annual Report)

Name(s) of governmental entity(ies) in which MS4 is located: (As it appears on the current permit)

Cook County
Will County

THE FOLLOWING ITEMS MUST BE ADDRESSED.

A. Changes to best management practices (check appropriate BMP change(s) and attach information regarding change(s) to BMP and measurable goals.)

- | | |
|---|--|
| 1. Public Education and Outreach ☐ | 4. Construction Site Runoff Control ☐ |
| 2. Public Participation/Involvement ☐ | 5. Post-Construction Runoff Control ☐ |
| 3. Illicit Discharge Detection & Elimination ☐ | 6. Pollution Prevention/Good Housekeeping ☐ |

B. Attach the status of compliance with permit conditions, an assessment of the appropriateness of your identified best management practices and progress towards achieving the statutory goal of reducing the discharge of pollutants to the MEP, and your identified measurable goals for each of the minimum control measures.

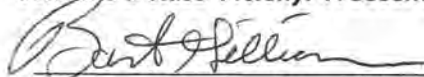
C. Attach results of information collected and analyzed, including monitoring data, if any during the reporting period.

D. Attach a summary of the storm water activities you plan to undertake during the next reporting cycle (including an implementation schedule.)

E. Attach notice that you are relying on another government entity to satisfy some of your permit obligations (if applicable).

F. Attach a list of construction projects that your entity has paid for during the reporting period.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))


Owner Signature:

Bart Gilliam

Printed Name:

5-31-2017
Date:

Public Works Director

Title:

EMAIL COMPLETED FORM TO: epa.ms4annualinsp@illinois.gov

or Mail to: ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
WATER POLLUTION CONTROL
COMPLIANCE ASSURANCE SECTION #19
1021 NORTH GRAND AVENUE EAST
POST OFFICE BOX 19276
SPRINGFIELD, ILLINOIS 62794-9276

Village of Matteson – TMDL Status

According to the 2016 Assessment by the IEPA, none of the assessed waterways within the Village of Matteson have an approved TMDL. The following is a summary of information obtained from the Resource Management Mapping Service (www.rmms.illinois.edu/RMMS-JSAPI/):

Assessed Stream/Watershed	Butterfield Creek	Thorn Creek	Hickory Creek
Location	Within Corporate Limits	Downstream of Corporate Limits	Downstream of Corporate Limits
HUC 10	0712000302	0712000302	0712000406
AUID	IL_HBDB-03	Various	Various
2016 303(d) List/ Prioritization (Appendix A-1)	Medium, Low	Medium	Medium
Designated Use (Appendix A-1)	Aquatic Life, Primary Contact Recreation	Aquatic Life	Aquatic Life, Primary Contact Recreation
Cause of Impairment (Appendix A-1)	Hexachlorobenzene, Fecal Coliform	<i>(Impairments for entire Thorn Creek Watershed, may or may not be direct contribution from Matteson MS4):</i> Aldrin, Chlordane, Chloride, DDT, Dieldrin, Endrin, Fluoride, Hexachlorobenzene, Phosphorus (Total), Polychlorinated biphenyls, Total Suspended Solids (TSS)	<i>(Impairments for entire Hickory Creek Watershed, may or may not be direct contribution from Matteson MS4):</i> Arsenic, Chloride, Dissolved Oxygen, Fecal Coliform, pH, Phosphorus (Total), Total Suspended Solids (TSS)
Two Year Schedule for TMDL Development, 2016- 2018 (Appendix A-3)	Not listed.	Not listed.	Not listed.
Status (Appendix A-6)	Not listed.	Stage 3 (Model calibration, TMDL Scenarios, Implementation Plan)	Not listed.
Illinois EPA Projects in TMDL Watersheds (Appendix A-7)	Not listed.	Thorn Creek Watershed Based Plan (NIPC), 2005.	Not listed.
Category 4C – Not caused by pollutants (Appendix A-8)	Not listed.	Not listed.	Not listed.
TMDL Report on Website.	N/A	Stage 1 Report (AECOM), 2011.	N/A.

What Is a TMDL?

The establishment of a Total Maximum Daily Load sets the pollutant reduction goal necessary to improve impaired waters. It determines the load, or quantity, of any given pollutant that can be allowed in a particular water body. A TMDL must consider all potential sources of pollutants, whether point or nonpoint. It also takes into account a margin of safety, which reflects scientific uncertainty, as well as the effects of seasonal variation.

Why Develop TMDLs?

Section 303(d) of the federal Clean Water Act requires states to identify waters that do not meet applicable water quality standards or do not fully support their designated uses. States are required to submit a prioritized list of impaired waters, known as the 303(d) List, to the U.S. Environmental Protection Agency for review and approval. The CWA also requires that a TMDL be developed for each pollutant of an impaired water body. Illinois EPA is responsible for carrying out the mandates of the Clean Water Act for the state of Illinois.

The TMDL Process

Developing TMDLs in a watershed begins with the collection of vast amounts of data on factors including water quality, point source discharge, precipitation, soils, geology, topography, and land use (construction, agriculture, mining, etc.) within that specific watershed. All impaired water-body segments within the watershed are identified, along with the potential pollutants causing the impairments.

Next, Illinois EPA determines the tools necessary to develop the TMDL. In most cases, computer models are used to calculate pollutant loads. The appropriate model or models are selected based on the pollutants of concern, the amount of data available, and the type of water body. Once the model is selected, the data collected for the watershed are entered, and the model is calibrated and verified so that the computed values match those of known field data. The model can then be used to develop different scenarios, by first determining the amount of specific pollutants each source contributes, then calculating the amount each pollutant needs to be reduced, and finally specifying how the reduced pollutant load would be allocated among the different sources.

After the reduced pollutant loads have been determined, an implementation plan is developed for the watershed spelling out the actions necessary to achieve the goals. The plan specifies limits for point source discharges and recommends best management practices (BMPs) for non-point sources. It also estimates associated costs and lays out a schedule for implementation. Commitment to the implementation plan by the citizens who live and work in the watershed is essential to success in reducing the pollutant loads and improving water quality.

Improved Water Quality

The goal of TMDLs is better water quality for Illinois. Improving lakes, rivers, and streams has a positive impact on the quality and quantity of the fish and animals that depend on these waters for habitat, food, breeding, and survival. This in turn contributes to balanced, healthy ecosystems.

Beyond the ecological benefits, cleaner water increases opportunities for fishing, boating, and other recreational activities and improves the overall appearance of lakes, rivers, and streams. A cleaner source of drinking water can mean lower treatment costs, which may reduce water expenses for local citizens and businesses. Protecting and restoring the quality of Illinois waters is ultimately the responsibility of everyone. The success of a TMDL implementation plan typically depends on the cooperation of those who live and work in the watershed. Citizens can take ownership of their local water bodies by adopting suggested BMPs and encouraging others to do the same. By integrating sound science with public support, TMDLs can be a valuable tool for improving and protecting our precious water resources.

For more information about Illinois' TMDL program, visit: www.epa.state.il.us/water/tmdl

Village of Matteson

Annual Water Quality Report

For the Period of January 1 to December 31, 2015

Consumer Confidence Report (CCR) - 2016

A-1

The Illinois EPA completed the Source Water Assessment Program for our supply. The Illinois EPA implemented a Source Water Assessment Program (SWAP) to assist with water shed protection of public drinking water supplies. The SWAP inventories potential sources of contamination and determined the susceptibility of source water to contamination.

Source Water Location

The City of Chicago utilizes Lake Michigan as its source water via two water treatment plants. The Jardine Water Purification plant serves the northern areas of the city and suburbs, while the South Water Purification Plant serves the southern areas of the city and suburbs. Lake Michigan is the only Great Lake that is entirely contained within the United States. It borders Illinois, Indiana, Michigan, and Wisconsin, and is the second largest Great Lake by volume with 1,180 cubic miles of water and the third largest by area.

The Illinois EPA considers all surface water sources of community water supply to be susceptible to potential pollution problems. The very nature of surface water allows contaminants to migrate into the intake with no protection only dilution. This is the reason for mandatory treatment for all surface water supplies in Illinois. Chicago's offshore intakes are located at a distance that shoreline impacts are not usually considered a factor on water quality. At certain times of the year, however, the potential for contamination exists due to wet-weather flows and river reversals. In addition, the placement of the crib structures may serve to attract waterfowl, gulls and terns that frequent the Great Lakes area, thereby concentrating fecal deposits at the intake and thus compromising the source water quality. Conversely, the shore intakes are highly susceptible to storm water runoff, marinas and shoreline point sources due to the influx of groundwater to the lake. Further information on our community water supply's Source Water Assessment Program is available by calling the City of Chicago, Department of Water Management at (312) 744-6635.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. USEPA/CDC guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the USEPA's Safe Drinking Water Hotline (1-800-426-4791).

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

Voluntary Testing

The Chicago Water Department of Water Management monitors for contaminants that are proposed to be regulated on for which no standards currently exist but which could provide useful information in assessing the quality of the source water or the drinking water.

Cryptosporidium - Analyses have been conducted monthly on the source water since April 1993. *Cryptosporidium* has not been detected in these samples. Treatment processes have been optimized to ensure that if there are *Cryptosporidium* cysts in the source water, they will be removed during the treatment process. By maintaining a low turbidity and thereby removing the particles from the water, the threat of *Cryptosporidium* organisms getting into the drinking water system is greatly reduced.

The Department of Water Management has added testing methods to those already performed to assess water quality. The objective of the additional testing is to detect changes in water quality in a timely manner. Protocol for screening water samples for presence of endospores has been developed.

Anthrax organisms belong to the group of bacteria, which can produce endospores. If samples are positive for the presence of endospores, further identification can be done to determine which bacteria are present. Samples are tested to develop a historical record of results and a database of information. No harmful bacteria have been identified.

One of the biggest offenders in the home for water waste is the toilet, accounting for approximately 26.7% of the water used daily inside the house. By switching to the high-efficiency models of toilets, homeowners can make a huge dent in this number. These toilets are designed, tested and proven to take care of business with very little water. Some models actually use less than one gallon per flush.

Showers are another area in the home where water is wasted, responsible for about 16.8% of household daily water usage. Switching your shower head to a high efficiency model and shortening the time you are in the shower can help reduce water usage.

How about that dripping faucet you keep meaning to fix? Faucet use adds up to 15.7% of a household's daily water usage. Did you know that simply by installing aerators on your bathroom and kitchen faucets can save you up to a gallon of water per minute, per faucet?

In addition to those obvious sink leaks, there are less obvious leaks lurking in your home, wasting your precious water. The easiest of these leaks to detect on your own is a leaky flapper in your toilet. Here's a test: open the tank of your toilet and put in a few drops of food coloring. Replace the tank lid and wait a good 5-10 minutes or so. When the time is up, check the bowl of the toilet. If any color has made its way down into the bowl, you have a leaky flapper. Unfortunately, this means that your toilet is wasting water. Fortunately, replacing the flapper on your toilet is an easy fix. Simply take the model name and date of manufacture of your toilet (stamped inside the tank) to your local hardware supply store and they will help you find a replacement flapper. Toilet leak detection tablets are also available at the Village Hall. These tablets are free of charge to Matteson residents.

Simple Ways to Keep Stormwater Drains Clean

As stormwater flows over driveways, lawns and sidewalks, it picks up debris, chemicals, dirt and other pollutants. Stormwater can flow into a storm sewer system or directly to a lake, stream, river, wetland or coastal water. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing and providing drinking water. Polluted runoff is the nation's greatest threat to clean water.

By practicing healthy household habits, homeowners can keep common pollutants like pesticides, pet waste, grass clippings and automotive fluids off the ground and out of stormwater. Adopt these healthy household habits and help protect lakes, streams, rivers, wetlands and coastal waters. Remember to share the habits with your neighbors!!

Healthy Household Habits for Clean Water:

- Use a commercial car wash or wash your car on a lawn or other unpaved surface to minimize the amount of dirty, soapy water flowing into the storm drain.
- Check your car, boat, motorcycle and other machinery and equipment for leaks and spills.
- Don't dump used oil and other automotive fluids down the storm drain.
- Use pesticides and fertilizers sparingly.
- Sweep up yard debris, rather than hosing down areas. Compost or recycle yard waste when possible.
- Don't overwater your lawn. Water during the cool times of the day and don't let water run off into the storm drain.
- Cover piles of dirt and mulch being used in landscaping projects to prevent these pollutants from blowing or washing off your yard into local waterbodies.

If you notice the storm drain in front of your home or in your area is covered with leaves or debris, help out your neighborhood by cleaning the drain off so rainwater can flow into the stormwater system instead of flooding the streets and yards.

REMEMBER: ONLY RAIN DOWN THE DRAIN!!

2015 Regulated Contaminants Detected

Lead and Copper

Definitions:

Action Level (AL): The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow. – If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. We are responsible for providing high quality drinking water, but we cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://epa.gov/safewater/lead>.

Action Level Goal (ALG): The level of a contaminant in drinking water below which there is not known or expected risk to health. ALGs allow for a margin of safety.

Public Works Updates



CENTRAL AVENUE IMPROVEMENTS

Roadway improvement work has resumed on Central Avenue between Lincoln Highway and Vollmer Road as part of a \$1 million surfacing program. The federally funded project is governed by the State and began last October. Milling and resurfacing of the road is currently taking place.

THE POINT AT GLENEAGLE TRAIL RESTORATION PROJECT

A restoration project is currently taking place within the Point at Gleneagle Trail subdivision. A contractor has been out grinding and resurfacing the streets, performing manhole adjustments and establishing new sidewalks. This work is being done utilizing a letter of credit from the developer.



Arbor Day 2016



The Village celebrated its 24th year of Tree City status during this year's Arbor Day celebration on April 29, 2016. Arbor Day is an international holiday that is often celebrated by the planting of a tree. This year, the Public Works Department along with Village Administrator Brian Mitchell, members of the Police Department, Fire Department, and other Village staff planted a tree with the students at St. Paul Lutheran School. The students enjoyed being part of a celebration and learned more about the importance of trees to our environment.



Stormwater Fees

WHAT IS A STORMWATER FEE?

Like gas, electricity, water and sewage, stormwater runoff can be managed as a utility on the concept that every property in a watershed contributes stormwater runoff and should support the operation, maintenance, and rehabilitation of stormwater drainage systems in the Village.

HOW IS THE FEE USED?

The Stormwater Utility Fee is used to maintain, improve, expand and when necessary, replace the Village stormwater and storm drainage infrastructure. The result is reduced flooding and improved stream quality; making Matteson more attractive, safe and environmentally sustainable. These activities protect storm drain pipes from collapse and stormwater management facilities from dam failures.



Where Does Matteson's Water Come From?

The Village of Matteson receives water pumped from Lake Michigan; it is treated and filtered by the City of Chicago, then pumped to the Village of Oak Lawn. Oak Lawn treats the water with chlorine gas, and then pumps it to the Village of Matteson's three ground storage tanks.

Two of these tanks hold 1.5 million gallons each and the other stores 3 million gallons. Our two water towers each hold 0.5 million gallons for a total storage capacity in Matteson of 7 million gallons. The Village also treats the water with chlorine before it leaves the station. On average, the Village pumps 1.6 million gallons per day to the community.

Governed by the Illinois Environmental Protection Agency (EPA), the Village is required to take 30 water samples every month and have them tested for bacteria. The results of these tests are sent to the EPA office. We anticipate making these sample reports available for public viewing on the Village website very soon.

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Engineering Division

The Engineering Division of the Community Development Department is responsible for the review of all residential, commercial, and industrial site developments to insure compliance with Village Codes and Ordinances, including the Village's Floodplain and Stormwater Management Code. Currently, the Village relies on a third-party engineering consultant to perform Division responsibilities.

The Division also reviews permit applications and submittals that the developer or property owner is required to obtain from other government agencies such as the Illinois Department of Transportation, Cook County Highway Department, Metropolitan Water Reclamation District of Greater Chicago, Illinois Environmental Protection Agency, US Army Corps of Engineers, Illinois Department of Natural Resources and Federal Emergency Management Agency.

The Division also performs construction specifications and observation to insure that installation of new infrastructure meets the construction specifications and requirements shown on Village approved plans. Additionally, the Village Engineer assists Planning and Building Services, and the Public Works Department and other Village Departments as needed. The Village Engineer also meets with residents and property owners to investigate their concerns within the scope of the Division's duties and responsibilities.

Contact Information:

Main Village Hall Line: (708) 283-4900
Engineering Division: (708) 283-4944

Robinson Engineering
17000 South Park Avenue
South Holland, IL 60473

Phone: (708) 331-6700

Department Documents

[Engineering Notes](#)
[Engineering Review Fees](#)
[Floodplain & Stormwater Management Code](#)
[Land Cash for Schools & Parks](#)



Ernest R. Roberts III, P.E.
 Direct Line: (708) 225-8219
 Direct Fax: (708) 225-8269
 Email: eroberts@reltd.com

February 1, 2017
 Project 17-R0261.MAT

Mr. Benjamin Wilson
 Economic Development Director
 4900 Village Commons
 Matteson, Illinois 60466-2708

**RE: Review #1 – Site Development Plans
 Cox Automotive Lot Expansion – Matteson, IL
 REL Project #17-R0261**

Dear Mr. Wilson:

The following are comments pertaining to documentation received in the South Holland office on January 17, 2017 concerning the above-referenced property:

Items received:

1. Cover Letter, prepared by Ruettiger, Tonelli & Associates, Inc. (RTA), and dated January 10, 2017.
2. Improvement Plans for Cox Automotive Parking Lot Expansion, prepared by RTA, and dated December 16, 2016.
3. Copy of portions of MWRD Permit No. 02-254 dated as issued on September 5, 2002.
4. Copy of Miscellaneous As-built and Plan documentation for the Greater Chicago Auto Auction development by Manheim Services Corporation, prepared by Bollinger, Lach and Associates, Inc. (BLA), with various dates.
5. Geotechnical Report, prepared by Seeco Consultants, Inc., and dated October 28, 2016.

The stormwater and civil aspects of the above submitted items were reviewed for compliance with the Village of Matteson Ordinances and standard engineering practices.

Comments:

Stormwater & General Comments

1. The total project site (disturbed areas) is greater than one (1) acre and an ILR10 permit will be required from the IEPA. No construction activities shall begin prior to receipt of an IEPA approval date as posted on the IEPA website.
2. An MWRD WMO permit is required for the proposed improvements. MWRD approval is required prior to commencing construction.
3. Two (2) signed and sealed copies of the final plans will be required prior to commencing construction.

4. Two (2) signed (by Owner and Contractor) copies of the SWPPP should be provided prior to commencing construction.
5. Please provide the storm sewer calculations and basin map for the proposed storm sewer system.
6. Demonstrate how the proposed improvements will access the underground volume control storage systems for the east and west phases.
7. On page 14 of the geotechnical report there is a reference to effective porosity of the void space being 40%. Please note that MWRD allows the use of 36%.
8. Please provide an engineering cost estimate for the work items for the site locations scheduled for improvement.
9. Provide Pavement Marking and striping Plan for all sections, typical.

Cover Sheet C000

10. The location map should include the route to the existing MWRD interceptor.
11. The MWRD sheet(s) were missing from the plan set.
12. Please indicate the total site area and proposed disturbed area on the cover.
13. Please add the following typical Drainage Certification to the cover sheet.

“I, _____, hereby certify that adequate stormwater storage and drainage capacity has been provided by this development, such that surface water from the development will not be diverted onto and cause damage to adjacent property for storms up to and including the one hundred (100) year event, and that the design plans are in compliance with all applicable federal, state, county, and village laws and ordinances.”

Sheet C2.00 – General Notes

14. Please add the MWRD notes.
15. Please add the attached indemnification notes.

Sheet C-4.01 – Demolition

16. Please show delineation between existing/proposed storm and asphalt pavement. Also, provide pipe sizes with tables, slopes, outfalls, etc.

Sheet C6.01 – C6.04 – Site Plans

17. Please add the HWL for the existing detention pond located adjacent to the north of the proposed improvements.
18. The proposed underground volume control facilities should be labeled as such instead of as “underground detention system.”
19. The inspection port is missing for the proposed West underground volume control facility.

Lighting & Photometric Review

1. Per section VI of the Village's Plan Review Submittal Checklist, light level calculation points should extend to the property line. The photometric plan should be revised to show and identify the property lines on all sides and extend the calculation points to the line. While the area is somewhat isolated, the Village should consider the master plan for the area to determine if light trespass may be an issue in the future. All other requirements from the checklist have been satisfied.
2. Similar to comment #1, section J. 4. of the zoning ordinance requires light to be less than one footcandle at the property line. I was unable to verify this requirement without the property line shown and identified.
3. Section H. 2. of the Land Usage ordinance states that business area street lighting shall have a minimum average maintained horizontal illumination of 1.2 footcandles or IES recommended levels and uniformity shall not exceed 3:1 average:minimum. The provided photometric table indicates an average of 0.48 footcandles and 4.80:1 average:minimum ratio. The street lighting should be revised to meet the required levels.

This review is only for general conformance with the design criteria established by the Village and is subject to both the completeness of the information submitted by the developer's professional staff and also the actual ability of the plan to perform in accordance with its intent. Actual field conditions may vary and additional items may arise which are not readily apparent based on this submittal. The developer's design professionals are responsible for performing and checking all design computations, dimensions, and details relating to design, construction, compliance with all applicable codes and regulations, and obtaining all permits. Additionally, other bodies of government have jurisdiction over various aspects of this development. The developer is advised through copy of this letter that additional measures may be required based on actual field conditions and formal approvals of the other agencies.

If there are any further questions about this matter, please feel free to contact me at your convenience.

Respectfully Submitted,

ROBINSON ENGINEERING, LTD.



Ernest R. Roberts III, P.E.
Village Engineer
ERR/er - Enclosures

Xc: Ray Agbabiaka – Director of Community Development
Bart Gilliam – Public Works Director
File Copy

INDEMNIFICATION LANGUAGE

INDEMNIFICATION AND INSURANCE REQUIREMENTS – The Applicant and the Contractor shall indemnify the Municipality and the Municipal Engineer, their officials, officers, employees, and agents acting in the scope and course of their employment and shall protect them from claims arising out of or in connection with any operation of the Applicant or Contractor including personal injury, death; or, for destruction of or damage to property.

The Applicant and Contractor shall also protect the Municipality and the Municipal Engineer by including them as additional insured on their Comprehensive General Liability Insurance Policy. The minimum level of insurance shall be as specified in Section 100 GENERAL REQUIREMENTS AND COVENANTS of the Standard Specifications for Road and Bridge Construction by the Illinois Department of Transportation. "Claims Made" type policies are unacceptable. Certificates of Insurance shall be filed and approved by the Municipality and Robinson Engineering, Ltd., the Municipal Engineer, a minimum of 5 days before starting construction.

PERSONAL LIABILITY – In carrying out any of their duties or in exercising any power or authority granted to the Municipal Engineer by the Municipality, there shall be no personal liability upon the Municipal Engineer or their authorized representative, it being understood that in such matters they act as agents and representatives of the Municipality. By beginning work, the Applicant and Contractor covenants and agrees that is shall neither commence nor prosecute any action or suit whatsoever against the Municipal Engineer or Municipality, their officials, officers, employees or agents in any action or omission done or not done in the course of their duties. Further, by beginning work, the Applicant and Contractor agrees to pay all attorney fees and all costs incurred by the Municipality or Municipal Engineer, its officials, officers, employees or agents because of any action or suit in violation of this Article.

HOLD HARMLESS – The Applicant and Contractor doing work, shall hereby defend, indemnify, keep, and save harmless the Municipality and the Municipal Engineer, and their respective legislative and board members, representatives, agents, and employees in both individual and official capabilities against all suits, claims, damages, losses, and expenses, including attorney's fees, caused by or growing out of, or incidental to, the performance of the work by the Applicant or the Contractor to the full extent allowed by the laws of the State of Illinois and not beyond any extent which would render these provisions void or unenforceable.

CONSTRUCTION OBSERVATION – All materials and each part of detail of the work portrayed on these Plans may be subject at any time to observation by the Municipal Engineer. Observation may be made at the site, or at the source of material supply, whether that is at a mill, plant, ship, etc. The Municipal Engineer shall be allowed access to all parts of the Work and shall be furnished with such information and assistance by the Applicant and Contractor as needed to perform these observations. The Contractor shall be held strictly to the true intent of the Plans in regard to quality of materials and workmanship.

The Municipal Engineer is not responsible for safety on the work site nor does the Municipal Engineer have any duty to review in any manner the adequacy of the Contractor's safety measures incident to the work portrayed on these Plans.

The Municipal Engineer is not responsible for any construction means, methods, techniques, sequences or procedures for the work portrayed on these Plans.

The Municipal Engineer has no charge of the construction and has no right, duty, or responsibility to stop work because of any Contractor's failure to follow proper safety precautions. The Municipal Engineer is

not responsible for the acts, errors or omissions of any Applicant, Engineer or Contractor, or any of their agents or employees or any other person performing any of the Work portrayed on these Plans.

The Contractor shall, upon written notice from the Municipality, remove or uncover such portions of the finished Work, as it may direct, before the final acceptance of the same. After examination, the Contractor shall restore said portion of the Work to the standard required by these Plans. The expense of uncovering, removing and replacement shall be borne by the Applicant and/or the Contractor; and, not the Municipality nor the Municipal Engineer.

Any reference to "supervision" by the Engineer in the Illinois Department of Transportation, Standard Specifications for Road and Bridge Construction, or any other referenced documents shall be changed to "observation".



Ernest R. Roberts III, P.E.
Direct Line: (708) 225-8219
Direct Fax: (708) 225-8269
Email: eroberts@reltd.com

February 21, 2017
Project 16-R0687.MAT

Mr. Benjamin Wilson
Economic Development Director
4900 Village Commons
Matteson, Illinois 60466-2708

**RE: Review #1 – Site Development Plans
Central Park Truck Center – Matteson, IL
REL Project #16-R0687**

Mr. Wilson:

The following are comments pertaining to documentation received in the South Holland office on February 13, 2017 concerning the above-referenced property:

Items received:

1. Transmittal, prepared by Advantage Consulting Engineers (ACE), and dated February 10, 2017.
2. Storm Water Management [Report and Calculations], prepared by ACE, and dated February 10, 2017.
3. Wetland Report (included in Storm Water Report), prepared by Christopher B. Burke Engineering, Ltd. (CBBEL), and dated September 26, 2014.
4. Copy of Jurisdictional Determination from the U.S. Army Corps of Engineers (USACE), dated November 25, 2014.
5. Various MWRD forms.

The stormwater and civil aspects of the above submitted items were reviewed for compliance with the Village of Matteson Ordinances and standard engineering practices.

Comments:

Stormwater General

1. The total project site (disturbed areas) is greater than one (1) acre and an ILR10 permit will be required from the IEPA. No construction activities shall begin prior to receipt of an IEPA approval date as posted on the IEPA website.
2. An MWRD WMO permit is required for the proposed improvements. MWRD approval is required prior to commencing construction.
3. Two (2) signed and sealed copies of the final plans will be required prior to commencing construction.

4. Two (2) signed (by Owner and Contractor) copies of the SWPPP should be provided prior to commencing construction.
5. Please provide a summary of quantities for the proposed construction that includes all earthwork, pavement improvements, underground improvements, trench backfill, erosion control and lighting improvements.
6. Will there be a landscape plan? If so, please provide. (Refer to the Village Plan Review Submittal Checklist.)
7. Will there be a lighting plan? If so, please provide. (Refer to Village Plan Review Submittal Checklist.)
8. Add a Details sheet to the plan set.

Stormwater Calculations

9. Per Article IV, Section 164.405 of the Village Ordinance, stormwater detention within the Village is to be sized using 2 and 100-year release rates of 0.04 cfs/acre and 0.15 cfs/acre, respectively. Note that this is different than that required by MWRD. Since the Village requirements will result in a larger pond, please revise the design and supporting calculations.
10. For sites greater than 5 acres, the Rational Method (or nomograph design) is not acceptable. Proposed detention basins shall be sized using event-hydrograph methods and hydrologic modeling with such models as TR-20, HEC-1, HEC-HMS, etc. Please revise and submit the proper supporting documentation.
11. Regarding the proper rainfall distributions, contrary to Ordinance Section 164.407, SCS Type II distributions are not to be used in accordance with a Village memo directive dated 12/12/13. Please use the typical ISWS Bulletin 70 average rainfall depths for NE Illinois with the appropriate Huff distributions. (This is similar to MWRD.)
12. The Stormwater Management Report should include typical exhibits such as: 1) Location Map, 2) Existing Drainage Plan, 3) Proposed Drainage Plan, 4) Storm Sewer Basin Map, 5) Inundation Map, etc. at suitable scales. Please revise.
13. The site (17.8 ac.), the "offsite" to the east (31.45 ac.), the existing wetland, and the adjacent site to the south (± 50 ac.) all drain to the existing 18" RCP culvert under Central Avenue located near the southwest corner of the site. Per the site topography, the upstream invert on this culvert is 706.06 ft. It is very likely that this culvert causes a backup condition (as evidenced by the wetland) which will create a tailwater effect on the proposed detention basin outlet pipe (proposed pond invert is 707.0 ft). The 100-year tailwater elevation caused by this culvert should be computed via a critical duration hydrologic analysis and factored into the design of the proposed detention basin. Please submit all supporting calculations including a drainage area map for the existing culvert.
14. The emergency overflow weir calculations were missing from the report. Please provide.
15. The proposed storm sewer sizing calculations and basin map were missing from the report. Please provide.
16. Is there a drain tile survey for the property? If so, please provide.

17. Please note that per the Village requirements, all field tile encountered during site improvement construction shall be connected to the proposed storm sewer or extended to outlet into a proposed drainage way. If this cannot be achieved, the field tile shall be repaired with a new pipe of similar diameter and material to the original line and returned to operational condition.
18. The Stormwater Report and Plans are proposing that nearly half of the development site will be unrestricted. This is excessive and unacceptable considering that there is no apparent constraint preventing grading most of the development to drain to the location of the proposed detention basin. Please modify the supporting calculations and proposed grading plan to drain most of the site to the detention basin.
19. The area referred to in the Report as the “Offsite” 31.45 acres appears to be part of the contiguous ownership parcel. Please correct references to this area to instead be the undeveloped portion of the site.
20. In Appendix A of the Report, the Soil Group table and subsequent Curve Number calculations contain incorrect hydrologic soil group references (refer to NRCS Web Soil Survey website). “Elliott” is C/D, not C; “Ashkum” is C/D, not B; Beecher is D, not C; and “Orthents” is D, not C. Please correct the table and revise the Curve Number calculations, and all subsequent supporting calculations.
21. Revise the “Tributary Areas” table based on other comments.
22. In the Time of Concentration calculation for the “offsite” 31.45 acres, correct the “Onsite Bypass” reference to be “Undeveloped 31.45 acres” or something similar.
23. There is a small area at the northwest corner of the site that should be included in the calculations since it can drain to the proposed detention basin.

Cover Sheet

24. Even though sanitary sewers are not proposed at this time, the location map should include the route to the existing MWRD interceptor.
25. Please add the following typical Drainage Certification to the cover sheet.

“I, _____, hereby certify that adequate stormwater storage and drainage capacity has been provided by this development, such that surface water from the development will not be diverted onto and cause damage to adjacent property for storms up to and including the one hundred (100) year event, and that the design plans are in compliance with all applicable federal, state, county, and village laws and ordinances.”

Sheet TS1 – Notes

26. Please add the attached indemnification notes.

Sheet SP1 – Site Plan

27. Please explain the “Proposed Truck Area.” Will this area be paved? Is this to be a parking lot? Parking lots in the Village are typically paved with a storm sewer drainage system.

28. The “Proposed Truck Area” is shown with a proposed flat grade of El. 720 ft. Revise to drain to the proposed detention basin per other comment. Add an appropriate amount of proposed spot grades to indicate proper drainage patterns. Consider adding a proposed storm sewer system and appropriate pickup inlets even if this will be a temporary system.
29. The proposed “Dirt Stockpile” is shown with a proposed flat grade of El. 717 ft. Revise to drain to the proposed detention basin per other comment. Add an appropriate amount of proposed spot grades to indicate proper drainage patterns, as needed. Transition as needed to the “Proposed Truck Area.”
30. The proposed 18” storm sewer callout should indicate material (i.e., RCP). Will this pipe include trench backfill? If trucks will cross this or any other storm sewers, trench backfill should be included.
31. Add a trench backfill detail.
32. The Site Plans include proposed erosion control items. Consider putting these as part of the SWPPP.

Sheet SP3 – Site Plan

33. Label the proposed “Dirt Stockpile” on this sheet if it will extend to this area.
34. The proposed assumed “Dirt Stockpile” is shown with a proposed flat grade of El. 717 ft. Revise to drain to the proposed detention basin per other comment. Add an appropriate amount of proposed spot grades to indicate proper drainage patterns, as needed. Allow for transition to avoid erosion gullies into the detention basin.
35. The north and east sides of the detention basin will need to be further protected from erosion. Please add turf reinforcement on the north and east side slopes extending beyond the top of the slope to a suitable distance.
36. Label Structure CB4 as a “Restrictor MH or CB”. Include the restrictor size and invert. Add a note indicating “See Restrictor Detail on Sheet ____.”
37. The restrictor detail is missing from the plans.
38. The overflow weir detail is missing from the plans. Also, lengthen the emergency overflow weir to limit the overtopping depth to no more than 6 inches. The overflow weir should be adequately protected from erosive flow velocities.
39. Add a label indicating the proposed detention basin NWL, HWL, Top-of-bank, required detention storage volume, and provided detention storage volume. Add another label indicating that MWRD-required volume control is provided below the proposed NWL to a depth of one (1) foot.

Sheets SE1, SE2 – SWPPP

40. Add an Owner signature box to the SWPPP. Signed (by Owner and Contractor) copies of the SWPPP will be required prior to commencing construction.

This review is only for general conformance with the design criteria established by the Village and is subject to both the completeness of the information submitted by the developer's professional staff and also the actual ability of the plan to perform in accordance with its intent. Actual field conditions may vary and additional items may arise which are not readily apparent based on this submittal. The developer's design professionals are responsible for performing and checking all design computations, dimensions, and details relating to design, construction, compliance with all applicable codes and regulations, and obtaining all permits. Additionally, other bodies of government have jurisdiction over various aspects of this development. The developer is advised through copy of this letter that additional measures may be required based on actual field conditions and formal approvals of the other agencies.

If there are any further questions about this matter, please feel free to contact me at your convenience.

Respectfully Submitted,

ROBINSON ENGINEERING, LTD.

A handwritten signature in black ink, appearing to read 'Ernest R. Roberts III'.

Ernest R. Roberts III, P.E.
Village Engineer
ERR/er - Enclosures

Xc: Ray Agbabiaka – Director of Community Development
Bart Gilliam – Public Works Director
File Copy

Ernest R. Roberts III, P.E.
Direct Line: (708) 225-8219
Direct Fax: (708) 225-8269
Email: eroberts@reltd.com

April 19, 2017
Project 17-R0267.MAT

Mr. Benjamin Wilson
Economic Development Director
4900 Village Commons
Matteson, Illinois 60466-2708

**RE: Review #2 – Site Improvement Plans
Matteson Orthodontics Building – Matteson, IL
REL Project #17-R0267**

The following are comments pertaining to documentation received in the South Holland office on April 7, 2017 (supplemental on 4/13/2017) concerning the above-referenced property:

Items received:

1. Cover Letter, prepared by Joseph A. Schudt & Associates (JAS), and dated April 6, 2017.
2. Copy of NOI to IEPA, prepared by JAS, and dated 3/27/17 (submittal to IEPA posted received 3/31/17).
3. Copy of IDNR-OWR submittal Cover Letter and Joint Application Form, prepared by JAS, and dated April 13, 2017.
4. Copies of various MWRD forms and schedules, prepared by JAS.
5. Copies of various FEMA forms for CLOMR, prepared by JAS.
6. Floodplain Cut and Fill Calculations (with full-size Cross-Sections), prepare by JAS, and dated April 4, 2017.
7. Matteson Orthodontics Site Improvement Plans, prepared by JAS, and dated April 5, 2017.

The stormwater and Civil aspects of the above submitted items were reviewed for compliance with the Village of Matteson Ordinances and standard engineering practices.

Comments:

General - Conditional

1. *The total project site (disturbed areas) appears to be slightly greater than one (1) acre and an ILR10 permit will be required from the IEPA. No construction activities shall begin prior to receipt of an IEPA approval date as posted on the IEPA website. **The applicant has made a submittal to the IEPA.***
2. *An MWRD WMO permit is required for the proposed improvements. MWRD approval is required prior to commencing construction. **Submittal by applicant is pending.***

3. IDNR-OWR approval is required for any proposed work within the floodway limits of Butterfield Creek East Branch. IDNR-OWR approval is required prior to commencing construction. **The applicant has made a submittal to the IDNR-OWR.**
4. Per the meeting held at Village Hall on January 26, 2017, a Conditional Letter of Map Revision (CLOMR), followed by a Letter of Map Revision (LOMR) from FEMA will be required prior to commencement of the proposed building construction.
5. If further plan changes are made, please provide two (2) signed and sealed copies of the final plans prior to commencing construction.
6. Two (2) signed (by Owner and Contractor) copies of the SWPPP should be provided prior to commencing construction.
7. Please provide electronic PDF files of the final plans.

Plans and Calculations

8. A disposition to our previous review letter dated March 15, 2017 was missing from the submittal.
9. The project narrative was missing from the submittal.
10. **Repeat Comment** – Typically, all development within the Village requires stormwater detention per the Village ordinances. The Village detention requirements are different (i.e., stricter) than the MWRD requirements. However, the Village Ordinance Section 164.413 does not permit detention within floodways. Much of the site is shown as mapped within the floodway of Butterfield Creek East Branch per the FEMA Flood Insurance Rate Map (FIRM) Map Number 17031C0738J with an effective date of August 19, 2008. Therefore, the site is considered as a “floodway site” and not suitable for a detention basin. **Considering this, please demonstrate that the site runoff curve number will not increase because of the site improvements.**
11. Compensatory storage is typically differentiated between floodway compensatory storage and floodplain compensatory storage.
12. On sheet 4 of 10 “Site Geometric Plan” please show depressed curb at all proposed driveway asphalt entrances and the location of detectable warnings (full width of sidewalk). See latest IDOT Standard Detail. Also, update Sheet 10 of 10 as well with the IDOT Detail.

This review is only for general conformance with the design criteria established by the Village and is subject to both the completeness of the information submitted by the developer’s professional staff and also the actual ability of the plan to perform in accordance with its intent. Actual field conditions may vary and additional items may arise which are not readily apparent based on this submittal. The developer’s design professionals are responsible for performing and checking all design computations, dimensions, and details relating to design, construction, compliance with all applicable codes and regulations, and obtaining all permits. Additionally, other bodies of government have jurisdiction over various aspects of this development. The developer is advised through copy of this letter that additional measures may be required based on actual field conditions and formal approvals of the other agencies.

If there are any further questions about this matter, please feel free to contact me at your convenience.

Respectfully Submitted,

ROBINSON ENGINEERING, LTD.

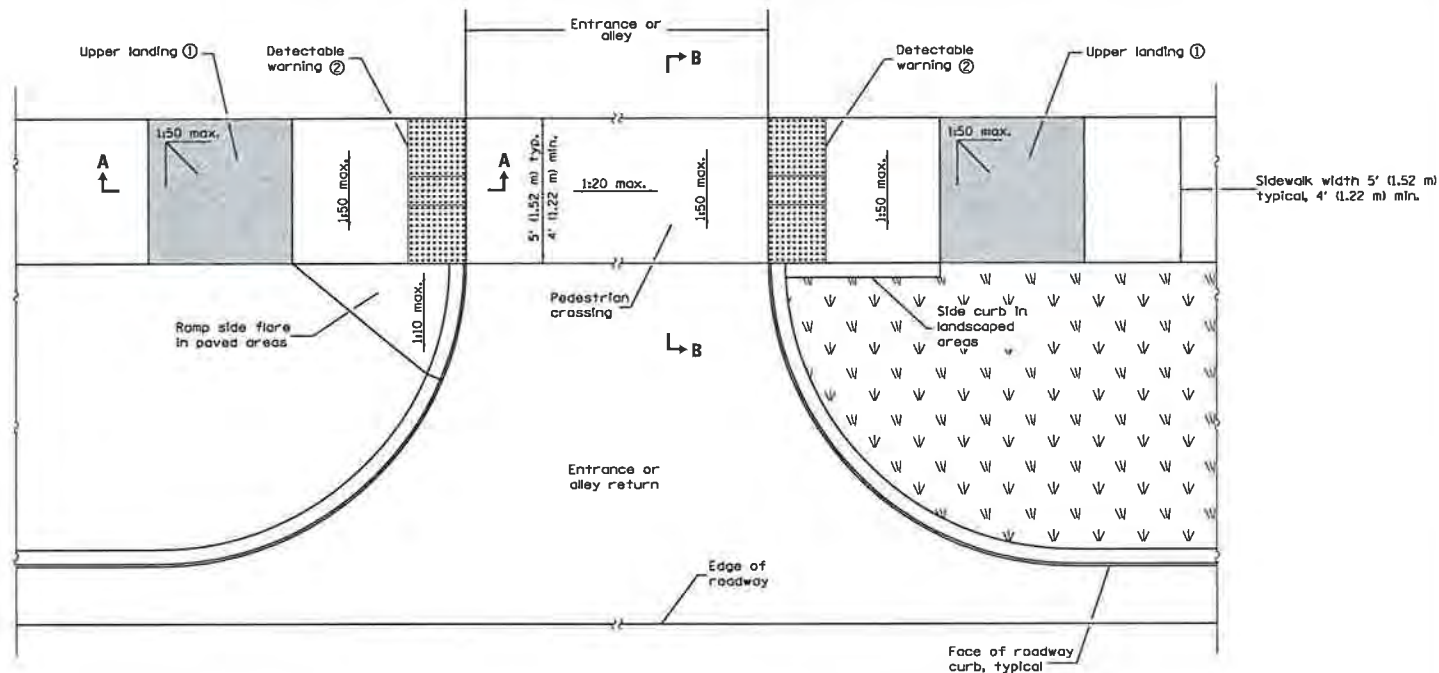
A handwritten signature in black ink, appearing to read "Ernest R. Roberts III".

Ernest R. Roberts III, P.E.
Village Engineer
ERR/er - Enclosures

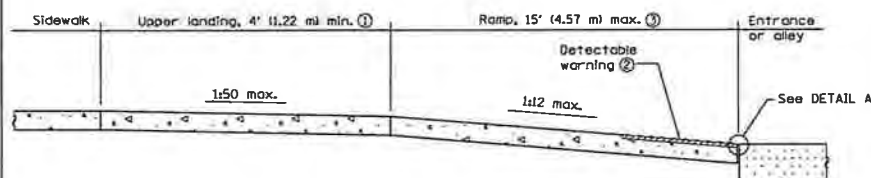
Xc: Warren Opperman – Joseph A. Schudt & Associates
Ray Agbabiaka – Director of Community Development
Bart Gilliam – Public Works Director
File Copy

② Detectable warning shall only be installed at entrances/alleys with permanent traffic control devices (i.e. stop signs, signals).

③ Where possible, maintain the grade of the sidewalk across the entrance/alley to avoid the need for ramps and upper landings.

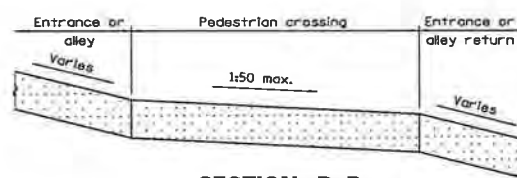


ENTRANCE / ALLEY PEDESTRIAN CROSSING

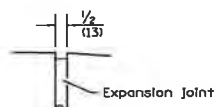


SECTION A-A

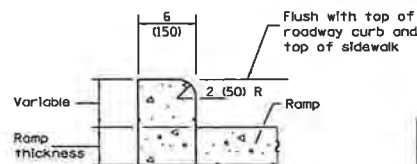
① Upper landing not required for ramp slopes flatter than 1:20.



SECTION B-B



DETAIL A



SIDE CURB DETAIL

GENERAL NOTES

All slope ratios are expressed as units of vertical displacement to units of horizontal displacement (V:H).

Where 1:50 maximum slope is shown, 1:64 is preferred.

All dimensions are in inches (millimeters) unless otherwise shown.

Illinois Department of Transportation	
PASSED <i>Michael Brand</i> ENGINEER OF POLICY AND PROCEDURES APPROVED <i>[Signature]</i> ENGINEER OF DESIGN AND ENVIRONMENT	January 1, 2013 January 1, 2013

DATE	REVISIONS
1-1-13	Revised General Notes.
1-1-12	New standard.

ENTRANCE / ALLEY PEDESTRIAN CROSSINGS

STANDARD 424026-01

SALT STORAGE CONTAINMENT

F-2



Staff was out this week responding to Phone Calls, Work Orders, Routine and Follow up Maintenance throughout the Village.

On August 18th staff poured 19 yards of specialized concrete to the fuel tank farm at the Public Works facility. The repairs to the monitoring systems were completed and the new pad is in place. The new design does not allow for storm water runoff to travel across the fill ports for the underground fuel vessels. As of August 25th, the fuel island is again accessible on either side.

The department has recently received numerous complaints from residents in the Providence Manor subdivision; these concerns were related to the long run times of their sump pumps in the homes. While inspecting the area, staff noticed unusual amounts of storm water standing in nearly all street catch basins. The problem was traced back to the wetland area west of the subdivision, behind the 100 block of Central Avenue. The outflow drainage structure in the wetland was no longer visible, and no longer in working condition. Staff performed an excavation near the water's edge to expose the 36" concrete pipe responsible for this drainage, breached the pipe, and opened a channel to provide immediate relief to the drainage systems feeding the wetland. As of Thursday afternoon, the substitute drainage was still in use, the catch basins dropped three feet and plans for a permanent repair are being determined. A serious basement flooding problem was avoided by the quick actions of the department.

* Our street sweeper is still out working its way through our village subdivisions, clearing all curbs and gutters of debris. The sweeper is presently attending to the streets in the following subdivisions Apple/Oak, Butterfield and Feather Creek sub divisions as well we have been working in the Business District surrounding Matteson Avenue. The sweeper will be continuing westward until all subdivisions have been completed.

* Parks Maintenance and Public Works staff have been out mowing and weed eating several areas throughout town, the particular areas we have addressed are Unity Bridge, retention ponds, creeks, parks, right of ways and municipal buildings.

Water Resources is currently working to install the Neptune software and equipment to upgrade our water system to allow for more efficiency in the collection of water meter information. In recent months the data collectors have been placed around the Village. These data collectors eliminate the need for a street by street ride through by staff. This is a radio frequency product that can get water readings every 15 minutes and will be available to Department staff via computer. Currently Water Resources are performing their propagation analysis to begin the integration of these new additions.

This week water staff is also performing our bi-monthly water meter reading for the upcoming September billing. The water staff members also have continued working with the residents to discover possible leaks contributing to higher water bills. In addition to those duties, we continue to process requests for final water reads and connection of water service.

* With fall season being upon us we have had to continually have our street sweeper out clearing the fallen leaves from our village curb lines. The sweeper has been moving throughout our village subdivisions. It started out in the east section of town in Holden Park, Old Matteson and Apple/ Oak areas working westward. The sweeper is presently in the following subdivisions Butterfield, Glen Ridge and Woodgate. The sweeper will continue westward until all.

We continue to receive a high volume JULIE locates. Our staff has been out daily working on these tickets. Locates require staff to identify and mark our underground infrastructure. These locates were done throughout the town based on many requests by residents and businesses requesting to dig in the area. Locates are important to prevent damage to underground infrastructure such as water, sewer/sanitary and cable lines.

With the unseasonably warm weather our Parks Maintenance and Public Works staff continues to work to beautify our village. We are mowing our village right of ways, the Unity Bridge, retention ponds, creeks, parks, all municipal buildings and subdivisions have been completed.

We are continuously working to prepare all of our plow trucks for the upcoming winter season. Staff has been sand blasting, re-welding, priming and painting the beds of our older trucks. This is done to restore the beds that deteriorate and rust over time due to hauling dirt, stone and the heavy salt usage during winter months. We have also been hooking up the front mount plows; checking the salt spreaders to assure they are in working order. As well installing new plow blades on the big trucks with under belly's, brake drums etc. In addition to mechanical repairs in preparations we have also been sending our vehicles to the state certified safety lane sites for the yearly vehicle safety inspections.

This week we are picking up trees from the nursery to begin our fall tree planting project. We will start with 35 properties that have lost their parkway tree due to the Emerald Ash Borer. Planting will begin planting as early as next week.

This week we had staff out working on work orders for tree trimmings and the remaining removals. We have strategically targeted trimming up trees with low hanging branches and we continue to remove a large amount of branch piles.

Water bills will be arriving at homes and businesses by early next week. Our water staff has also been out servicing homes and businesses, thoroughly checking for possible leaks that can be the central cause in their water bill increase. In doing this we have been able to determine in most instances the cause for the spikes in water bills. Staff continues to work with the new construction in Brookmere ensuring that meters and MIU's are installed in all new units.

**VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET**

EMPLOYEE: Ray Baldwin

Date Nov 2nd, 2016

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	* Vactor on Cicero + 30	8	
		* Tree trimming, Homeland + Wheatfield		
		* Clear drain Providence		
		* Clear garbage out of garage		
		* Wire up Fixture		

Total Hours Worked: 8 Pay Hours: 8 Comp Hours:

Date Nov 3rd, 2016

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	* Safety Lane 301 + 314	8	
		* Drive Dump to Lynwood to have studs fixed		
		* Clean up garage		

Total Hours Worked: 8 Pay Hours: 8 Comp Hours:

VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET

EMPLOYEE: Joe Brown

Mon
Date 11/14/16

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	* STREET SWEEP OLD MATTESON 212 TH PL, LOCUST, JEFFRY, 211 TH PL, MAPLE . . .	8	
		PICK UP DEAD DEER ON VOLLMER & EAST OF CICERO		
		PRACTICE CDL CDL PICK TOPSOIL FROM MONEE		

Total Hours Worked: 8 Pay Hours: 8 Comp Hours: _____

Tues
Date 11/15/16

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	STREET SWEEP OLD MATTESON 216 TH TO 212 ^{PL}	8	

Total Hours Worked: 8 Pay Hours: 8 Comp Hours: _____

VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET

1 week duty
4 hrs OT

EMPLOYEE: Ryan Merke

Date 10-31-16

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	Water fpts	8	

Total Hours Worked: 8 Pay Hours: 8 Comp Hours:

Date 11-1-16

TIME IN	TIME OUT	DESCRIPTION OF WORK	HOURS WORKED	"X" IF CALL OUT
7:00	3:30	* Sweeper Cricket hill and Glen Ridge	8	

Total Hours Worked: 8 Pay Hours: 8 Comp Hours:

**VILLAGE OF MATTESON
DEPARTMENT OF PUBLIC WORKS
EMPLOYEE DAILY TIME SHEET**



F2Y Dumping
Collection Areas
Various areas