

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda


Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
 X Recommendations of Boards, Commissions & Committees (Green)
Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Hulseberg, Village Manager

DATE: October 27, 2010 (B of T) DATE: November 4, 2010

TITLE: Proposed Village Board Policy Memorandum
Storm Debris Management

SUBMITTED BY: Carl Goldsmith, Director of Public Works 

BACKGROUND/POLICY IMPLICATIONS:

A recommendation from the Public Works Committee to adopt the attached Storm Debris Management Policy.

FISCAL IMPACT/FUNDING SOURCE

None

Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X _____ Date _____

Village Manager X _____ Date _____

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.



Legistar: 100563

October 23, 2010

TO: Village President and Board of Trustees

THROUGH: David A. Hulseberg, Village Manager

FROM: Carl S. Goldsmith, Director of Public Works *CS*

SUBJECT: Village Board Policy Memorandum – Storm Debris Management

Background

As a result of the recent storm events, and the Village of Lombard's response regarding storm debris clean-up, a Storm Debris Management Policy was developed for consideration. This policy (attached) was presented to the Public Works Committee at the September 14, 2010 meeting. The Village policy in existence today (Village Board Policy 90-1) provides direction only on issues related to downed limbs from storm events. The policy does not provide direction on issues related to personal property. As a result, the Village's response to storm clean-up has been inconsistent and difficult to administer, absent a formal policy.

The proposed policy classifies events in two ways; based upon the severity of the event and estimated number of affected properties. The first classification is "localized events" which effect more than 50, but less than 200 properties. The response to these events is to provide ten (10) specially designed Storm Cleanup stickers to damaged properties. The material must be disposed of through Waste Management. The second classification is the "village event", whereby a minimum of 200 properties are affected by the storm. Under this classification, the Village mobilizes crews to collect tree limbs and landscape material, as well as places dumpsters at central locations. The specifics for each type of occurrence can be found below:

Localized Response

- When a storm occurs wherein damage to trees and bushes is realized by more than 50, but less than 200 homes, the property owners must dispose of material in accordance with the Village of Lombard Refuse Contract. *The Contract provides that bundled brush must not exceed six (6) feet in length and fifty (50) pounds in weight. Each branch shall not exceed six (6) inches in diameter, with the total diameter of the bundle not to exceed 18 inches.*
- When wind speed at ground level exceeds 50 miles per hour as measured at Glenbard East High School and more than 50, but less than 200 homes have debris consisting of

broken tree limbs, downed trees or bushes, the property owners must dispose of material in accordance with the Village of Lombard Refuse Contract.

- When rainfall in excess of a 50 year storm (6.46" over 24 hours, 5.95" over 18 hours, 5.62" over 12 hours) is received in Lombard, as measured on the Public Works Department rain gauge **and** more than 50, but less than 200 homes have debris consisting of building material, personal property, and landscape debris, the debris management policy will be initiated for residents.

When any of the above scenarios exist, residents will have two weeks from the date of the event in which to contact the Public Works Department to provide name and address and a brief summary of the debris they desire to place at the curb line for pick up. The Village will provide ten (10) **STORM CLEANUP** stickers to each affected property. Additional stickers may be requested through the Director of Public Works. If residents have so notified Public Works Department, one additional week, or a total of three weeks time, will be allowed for residents to bring debris to the roadside for pick. The Village of Lombard may provide expanded hours office hours to accommodate the distribution of **STORM CLEANUP** stickers, based upon a determination by the Village Manager.

If the Public Works Department has not been notified within said two week time period, residents must then dispose of debris themselves in accordance with the terms or collection through Waste Management.

Public Works Department staff will not enter upon private property to remove the debris.

Village Response

The Village shall expand the assistance offered to residents/property owners if the following conditions exist.

- When a storm occurs wherein damage to trees and bushes is realized by more than 200 homes, the pick up policy will be initiated for residents.
- When wind speed at ground level exceeds 50 miles per hour as measured at Glenbard East High School and more than 200 homes have debris consisting of broken tree limbs, downed trees or bushes, pick up policy will be initiated for residents.
- When rainfall in excess of a 50 year storm (6.46" over 24 hours, 5.95" over 18 hours, 5.62" over 12 hours) is received in Lombard, as measured on the Public Works Department rain gauge **and** more than 200 homes have debris consisting of building material, personal property, and landscape debris, the pick up policy will be initiated for residents.

The Village Pick-Up Policy shall consist of the following:

- Tree limbs and downed bushes may be placed onto the parkway by residents. Material will be collected and disposed of by Village of Lombard crews, or by contractors hired by the Village.
- Material collection will begin within 72 hours from the end of the storm event. Material placed out after 72 hours must be disposed of in accordance with the Village of Lombard Refuse Contract. *The Contract provides that bundled brush must not exceed six (6) feet*

in length and fifty (50) pounds in weight. Each branch shall not exceed six (6) inches in diameter, with the total diameter of the bundle not to exceed 18 inches.

- The Village will provide dumpsters in each affected Trustee District based upon need. The decision as to the number of dumpsters shall be at the discretion of the Director of Public Works. Collection sites will be on public property when feasible to facilitate the implementation of the mission and mitigate against any potential liability requirements. Activation of sites will be under the control of the Director of Public Works.
- The dumpsters shall be placed in centrally located areas in the district. Property owners shall be responsible for placing material into the dumpsters.
- Individuals in need of assistance in placing material in the dumpsters may contact the Director of Public Works.
- Dumpsters shall remain in place for no more than two weeks following the storm event, unless extended by the Director of Public Works.

Public Works Department staff will not enter upon private property to remove the debris.

The Public Works Committee reviewed this item at the September 2010 and October 2010 meetings and supports the establishment of a comprehensive policy to address the Village's response to storm clean-up.

Recommendation

The Public Works Committee respectfully requests that the Village President and Board of Trustees adopt the attached Village Board Policy Memorandum – Debris Management Policy.

Village of Lombard

VILLAGE BOARD POLICY MEMORANDUM

Subject: Storm Debris Management

No.: _____
Date: _____

I. Purpose

To facilitate and coordinate the removal, collection, and disposal of debris following a disaster, to mitigate against any potential threat to the health, safety, and welfare of the impacted citizens, and expedite recovery efforts in the impacted area, and address any threat of significant damage to improved public or private property.

II. Procedures/Guidelines

The Village of Lombard Department of Public Works is responsible for the debris removal function. All aspects of the Debris Management Policy shall be under the direction and guidance of the Director of Public Works who shall make determinations of response based upon an assessment of damages received in Lombard. The Department of Public Works (DPW) will work in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies, to facilitate the debris clearance, collection, reduction, and disposal needs following a disaster. DPW will be responsible for removing debris from the public right-of-way. DPW will further stage equipment in strategic locations locally as well as regionally, if necessary, to protect the equipment from damage, preserve flexibility in the decision making process and allow for the clearing crews to begin work immediately after the disaster.

The quantity and type of debris generated from any particular disaster is a function of the location and type of event experienced, as well as its magnitude, duration and intensity. The quantity and type of debris generated, its location and the size of the area over which it is dispersed directly impacts the type of collection and disposal methods used to address the debris problem, associated costs incurred and the speed with which the problem can be addressed.

The Village of Lombard Board of Trustees desires the Public Works Department, when major storm events occur and cause wide spread damage throughout the community, to collect and dispose of debris. In order to better to define wide spread damage and establish such parameters to initiate collection for such an event, the Village has developed two levels of response. The first level is classified as **Localized Response**. The second level is classified as **Village Response**. The procedure(s) for the policy are provided below:

Localized Response

- When a storm occurs wherein damage to trees and bushes is realized by more than 50, but less than 200 homes, the property owners must dispose of material in accordance with the Village of Lombard Refuse Contract. *The Contract provides that bundled brush must not exceed six (6) feet in length and fifty (50) pounds in weight. Each branch shall not exceed six (6) inches in diameter, with the total diameter of the bundle not to exceed 18 inches.*

- When wind speed at ground level exceeds 50 miles per hour as measured at Glenbard East High School and more than 50, but less than 200 homes have debris consisting of broken tree limbs, downed trees or bushes, the property owners must dispose of material in accordance with the Village of Lombard Refuse Contract.
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If the Public Works Department has not been notified within said two week time period, residents must then dispose of debris themselves in accordance with the terms or collection through Waste Management.

Public Works Department staff will not enter upon private property to remove the debris.

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- The Village will provide dumpsters in each affected Trustee District based upon need. The decision as to the number of dumpsters shall be at the discretion of the Director of Public Works. Collection sites will be on public property when feasible to facilitate the implementation of the mission and mitigate against any potential liability requirements. Activation of sites will be under the control of the Director of Public Works.
 - The dumpsters shall be placed in centrally located areas in the district. Property owners shall be responsible for placing material into the dumpsters.

- Individuals in need of assistance in placing material in the dumpsters may contact the Director of Public Works.
- Dumpsters shall remain in place for no more than two weeks following the storm event, unless extended by the Director of Public Works.
- At the discretion of the Director of Public Works, stickers may be provided to residents in areas where damage was not widespread, but the Village is operating under the Village Response plan.

Public Works Department staff will not enter upon private property to remove the debris.

The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event. To achieve this objective, the first priority will be to clear debris from key roads in order to provide access for emergency vehicles and resources into the impacted area. Priority roadways in Village of Lombard are identified as follows:

NORTH OF ROOSEVELT ROAD

- Main - Roosevelt to North Ave.
- St Charles - West of Route 53 to Addison
- Westmore - Roosevelt to Division (North of St. Charles)
- Park - Maple to Parkside, St. Charles to Greenfield
- Madison - Finley to Addison
- Finley - Roosevelt to Crescent
- Wilson - Finley to Westmore
- Maple - Finley to Addison
- Grace - Central to Sidney (North of North Ave.)
- Parkside - Elizabeth to Grace
- Crescent - St Charles to Forest Preserve
- Sunset - West Road to Westwood
- Washington - Main to Addison

SOUTH OF ROOSEVELT ROAD

- Highland - North of Roosevelt to Butterfield Rd
- Main - Roosevelt to Janata
- Finley - Roosevelt to Village Limits (South of Eisenhower Lane)
- 22nd Street - Finley to Meyers
- Eisenhower - Finley Loop Back to Finley
- Grace - South of 22nd (Entrance to Yorktown)
- Janata - Main to Highland
- Technology Drive
- Butterfield Frontage

The Village of Lombard has established Mutual Aid Agreements with the following entities to provide assistance with debris removal in the event of a disaster resulting in copious amounts of debris:

1. DuPage County Public Works Mutual Aid
2. Illinois Public Works Mutual Aid Network (IPWMAN)
3. Illinois Water/Wastewater Agency Response Network (ILWARN)

These agreements include utilization of personnel, equipment, temporary land sites, emergency services, and law enforcement.

III. Legislation/Documentation

- Minutes of Public Works Committee September 14, 2010
- Minutes of Public Works Committee October 12, 2010