

**COMMITTEE OF THE WHOLE
MONDAY – JULY 10, 2017
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD
WASHINGTON, ILLINOIS**

Mayor Pro Tem Gee called the Committee of the Whole meeting of July 10, 2017 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Brownfield, Adams, Moss, Butler, Dingledine, Gee, Cobb.

Absent: Mayor Manier and Alderman Brucks were absent.

Also present: City Administrator Culotta, Public Works Director Andrews, P & D Director Oliphant, Police Chief McCoy, Master Sergeant Stevens, City Treasurer Dingledine, and City Clerk Brown.

MINUTES

1. Aldermen wishing to be heard on non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item –Yvonne Andresen, Chamber of Commerce Board President, shared that the Chamber has spent the last several months planning to undergo a strategic plan and have recently completed a very successful initial process, working through a consultant, to set a vision and mission. She shared that 17 key initiatives came out of the process that are targeted to be complete over the course of three years and they are very excited about moving through the initiatives. She shared that one of the key initiatives was to develop a stronger relationship between the Chamber and City and a part of that plan is to be more present and available to the Council and City Staff by having Board members and Chamber Ambassadors attend meetings on a consistent basis. She introduced Wendy Wagner as President of the Chamber’s Ambassadors. She went on to share that Executive Director Chevie Ruder has just returned from maternity leave and upon her return shared that she will be stepping down as Executive Director in order to spend more time with family and has indicated her willingness to be involved in the transition plan as we move forward. Mayor Pro Tem Gee thanked her and Wendy for coming and is looking forward to the Chamber’s involvement and the strengthening of relationships.
3. Approval of Minutes: Alderman Moss moved and Alderman Brownfield seconded to approve the minutes of the June 12, 2017 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.
4. **BUSINESS ITEMS**
 - A. Square Streetscape – P & D Director Oliphant provided the following for discussion: 1) IDOT recently announced the schedule for the 2018 ITEP cycle and applications can be submitted between October 2nd and December 1st; 2) the application review process will continue through April 2018 with an announcement occurring in the spring of 2018; 3) ITEP funding is 80/20 and eligible projects include pedestrian/bicycle facilities and landscape/streetscape projects within a transportation corridor as well as a category that allows for historic rehabilitation projects located within a designated historic landmark or district area, which was the category we submitted under last year (project denied); and 4) Hutchison Engineering has completed survey work around the Square as part of last year’s contract, which also allocates the completion of the design for one block of the Square. He asked for Committee feedback on which block to design and how to proceed with possible sequencing of future phases on the Square. He shared that while ITEP is a very competitive program, having a design completed and a planned construction schedule seemingly will make this project a better candidate for funding. He shared that staff would recommend the consideration of starting with the interior part of the Square and that Public Works Committee has discussed this as well with some interest in starting with the interior. He shared that IDOT was also favorable to starting in the interior and moving towards the exterior. He shared this approach would likely accommodate crosswalks to the interior and would allow for a truer spatial layout of the coping wall, which would better assist with larger trucks maneuvering around the

Square. He noted the following: a full Intersection Design Study (IDS) would be required if any of the existing geometrics on the Square were altered; Hutchison has provided a supplement to its original agreement to provide additional services in completing a Project Development Report (PDR), including the IDS, field survey's, a public open house, and sub-consultant services with the landscape architect, MassieMassie & Associates in an amount of \$37,050; and if ITEP funding is received a supplement to Hutchison's agreement would be needed to accommodate the increased project area and the PDR. He shared that Shane Larson with Hutchison Engineering is present this evening as well to help in answering any questions. Mr. Larson presented a preliminary sketch design of the interior Square with the addition of crosswalks leading into all four entrances into the Square. Following discussion on the scope of the project and what should and should not be included and several concerns with pedestrian safety, it was the consensus of the Committee to not include the east and west crosswalks into the Square and to gate those entrances for limited access; to not consider a second block for design development at this time; and to bring to Council for consideration a rescope of the initial contract with Hutchison to include the additional work necessary to complete the interior Square improvements as discussed.

SE Square Parking Lot Streetlight – P & D Director Oliphant provided the following for discussion: 1) in coordination with the completion of the reconstruction of the SE Square parking lot, an allocation has been made for a light to be provided near the Ipava State Bank drive-thru lanes; 2) conduit was stubbed last summer in anticipation of a future installation that would provide light along Ford Lane and the west end of the parking lot; 3) Ameren's Progressive City award came with a \$2,500 grant to be used toward a community project, which will be used as part of the streetlight installation costs; 4) staff has solicited quotes from RNS Electric for an 18' pole with either a single-head or five-head fixture as well as either HPS or LED lighting; and 5) the Public Works Committee has discussed and recommends proceeding with a single-head LED acorn-style fixture at this location. He shared that staff is looking for direction for this purchase as well as assistance in choosing a preferred fixture for all future purchases noting that the lights in the interior of the Square as well as the NE parking lot have five globes while others along the perimeter and on Peoria and Walnut Streets have a single globe. He went over the quotes from RNS Electric and noted that he has reached out to Peoria and their electrical folks who are using the Sun Valley acorn style lighting and they are satisfied with their performance. A brief discussion ensued regarding the lighting types (LED vs. High Pressure Sodium) and the consensus was to use LED lighting but match the light intensity to what is currently being used on the other single lighting poles. Mayor Pro Tem Gee shared that he would stop by and check on the intensity being used tomorrow and report back to staff. It was the general consensus to move this forward to Council for consideration.

- B. Budgeted Equipment Purchase Review: Vactor – Public Works Director Andrews provided the following for discussion: budget discussions were had during the budgeting sessions to consider replacement of the City's 2008 dual-engine Vactor; the unit is a frontline piece of equipment for not only jetting sewers but also hydro excavating, potholing for critical JULIE locates, and other underground infrastructure; allocated \$400K with a minimum trade in of \$77.5K and an accrued MERF replacement budget of \$287,900; funding is split 75% Sewer, 12.5% Streets, and 12.5% Water; Vactor and Vac-Con demonstrated their units in mid-May at various real-world situations directed by staff; and staff's concerns with Vactor's move to a single engine chassis power was addressed by Vactor's follow up offer on June 19th to build a dual engine unit which reduced the previous concern. Following discussion, it was the consensus to give Vac-Con the ability to resubmit a quote on their machine since Vactor's new offer to build a dual machine was not part of their original quote.
- C. Budgeted Equipment Purchase Review: Skid Steer – Public Works Director Andrews provided the following for discussion: budget discussion were had during the budgeting sessions for an additional skid steer to be used in Water/Sewer Distribution and Streets; \$85,000 was budgeted this FY for the machine itself while any attachments would be first rented and then recommended for purchase at a later time; onsite demonstrations were conducted the week of June 19th; the CAT, Bobcat, and Deer all demonstrated well with staff and seemed to be well supported locally; and availabilities are as follows: Bobcat would have a loaner available to us if we placed the order; Deere would have a slightly higher build machine in stock for purchase; and CAT was questioned if they had a straight

299D2 with high flow, but currently only off the XHP version at 40gpm. Andrews shared that the Kubota unit is the state bid unit and after all four units were demonstrated there was no recommendation to pursue the Kubota unit. Following discussion, it was the consensus to purchase the Bobcat unit which was a recommendation by both Public Works Committee and staff. It was the general consensus to move this forward to Council for consideration.

5. Other Business – Police Chief McCoy shared that the recent Central Illinois Emergency Response Team (C.I.E.R.T.) exercise that was conducted at the High School had excellent results. He shared that this exercise is done every two years and everyone did a great job. Alderman Dingledine commented on the transformation of the SE Square parking and how it brightens things up in the area. Alderman Brownfield asked if IDOT has signed off on the recreation trail yet and Public Works Director Andrews shared that they had. Andrews provided a brief update on several ongoing street projects.
6. At 7:52 p.m. Alderman Dingledine moved and Alderman Brownfield seconded to adjourn. Motion carried unanimously by voice vote.

Patricia S. Brown, City Clerk