

**COMMITTEE OF THE WHOLE  
MONDAY – JUNE 11, 2018  
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD  
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of June 11, 2018 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Adams, Brownfield, Brucks, Butler, Dingledine, Gee, and Moss.

Absent: Alderman Cobb was absent.

Also present: City Administrator Culotta, Controller Baxter, Public Works Director Andrews, Public Works Manager Schone, P & D Director Oliphant, Police Chief McCoy, Deputy Chief 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 – None.
3. Approval of Minutes: Alderman Dingledine moved and Alderman Adams seconded to approve the minutes of the May 14, 2018 regular Committee of the Whole meeting. Motion carried unanimously by voice vote.

4. **BUSINESS ITEMS**

- A. **Plow Truck Replacement** – Public Works Manager Schone provided the following: 1) this year's MERF schedule budgets \$139,000 for a new single axle snow plow truck to replace the current 2006 International model; 2) CMS statewide bids finds Rush Truck Centers of Springfield, IL as the State's current supplier; 3) use of CMS pricing satisfies the competitive bid requirements for purchase; 4) the total bid amount is \$114,665 which includes an \$18,000 trade in for the existing 2006 International; 5) the build for this new truck will be provided through Rush's subcontractor, Monroe Truck and Equipment of Monroe, WI; and 6) miscellaneous upfitting will need to be done as well either by Ragan Communication or inhouse. It was the consensus of Committee to move this item forward to City Council for consideration.
- B. **N. Lawndale Avenue Reconstruction Engineering** – Public Works Director Andrews provided the following: 1) engineering design and start of a portion of the reconstruction of N. Lawndale Avenue from Walnut Street to Knollcrest Drive was requested to be revisited this year as a representative project/template for reconstruction for portions of the east end of town; 2) this project will address full pavement reconstruction and the renewal of underground utilities such as the 4" water main and sanitary sewer; 3) it is planned to also upgrade portions of storm sewer to include sump collection lines; and 4) Mohr & Kerr Engineering prepared an engineering man hour cost using other similar project communities (\$57,552) as well as a conceptual estimate of cost per lineal foot (\$847.65) and projected cost per mile (\$4,475,582). He also provided the same costs for Holland Street reconstruction from Market Street to Main Street using brick as follows: cost per lineal foot (\$952.37) and cost per mile (\$5,028,493). He shared that engineering for Lawndale would to start this year as it is in this FY budget and these projected costs would also be inputted as part of the rate study that is now underway. A brief discussion ensued on the critical importance of addressing our aging infrastructure, how it is funded, and the consideration of using special assessments for portions that directly affect homeowners. Following discussion

it was the consensus of the Committee to move this item forward to City Council for consideration.

- C. Stratford Drive Bridge Engineering – Public Works Director Andrews provided the following: 1) the bridge (concrete box culvert) falls under the national bridge inventory; 2) a review was completed in July 2017 by the IDOT Bridge Office as part of a state-wide effort to review a particular design of concrete box culverts; 3) as a result, the structural sufficiency of the bridge was decreased from 81.5 in 2013 to 63.7 in 2017 which required us to load restrict the structure to 12T; 4) the bridge was built by the developer in the 1960s and has an average current pavement thickness of 17.2”; and 5) due to its constraints it is nearing the point of replacement and staff requested that Hutchinson Engineering prepare an engineering proposal for its replacement and pavement reconstruction for consideration. He shared the one component we don’t have is cost and that the minimum associated with the structure itself is estimated at \$250K and depending on other roadway components it could raise the cost. Alderman Dingledine asked if it would be similar construction to what is currently there and Andrews shared that it would be similar to what you see. Alderman Dingledine asked if it would be any higher than what is currently there and Andrews shared that we can pick up some height but not much. It was the consensus of Committee to move this forward to Council for consideration.
- D. Combined Driveway Standard – Public Works Director Andrews provided the following: 1) our current Construction Standards do not have a provision for a combined driveway; 2) a resident in the older part of town has made a formal request to construct ½ of a combined driveway apron; 3) there are a number of existing combined driveways in town; and 4) if consideration is made for a new standard it would not be permissible to do in new developments. Following discussion, it was the consensus of the Committee to move this forward to Council for consideration.
- E. OSF Hydrant Flushing Agreement – Public Works Director Andrews provided the following: 1) since OSF’s 2014/2015 expansion they are having an ongoing issue of sedimentation and PVC debris in their 6” private main; 2) this expansion did not include a fire or flushing hydrant at the rear of their building, off of their private main; 3) we have met with OSF and they are receptive to adding a hydrant at their expense and have asked that we add it to our annual flushing schedule; and 4) through this agreement flushing would be our only responsibility. Following discussion it was the consensus of the Committee to move this forward to Council for consideration.
- F. Small Wireless Facilities Deployment Act – P & D Director Oliphant provided the following: 1) this act establishes how local entities can regulate the permitting and deployment of small wireless facilities (SMF); 2) we are mandated now by the state to adopt this type of language; 3) while there is considerable ambiguity with the law, some of the primary components include: SWFs are allowed by-right in all zoning districts in right-of-way (ROW) if co-located and by-right in any non-residential zoning districts in ROW if not co-located; establishes a maximum height to either 10’ above the utility pole or wireless support structure on which the SWF is co-located or 45’ above the ground level; authorities cannot have a direct or indirect requirement for in-kind services including the installation of fiber or conduit; sets the maximum fees depending on the type of SWF to \$650 per single, \$350 for multiple, or \$1,000 per a single on a new utility pole; we have until August 1, 2018 to adopt language that would set these schedule of fees; a public hearing is set for the July Planning & Zoning Commission meeting where they will consider and make recommendation on a draft ordinance that is being prepared which will generally mirror the draft ordinance with a couple of exceptions that we are allowed; establishes maximum timeframes for the review and approval of SWF applications; establishes that the unit of government that has the authority on a particular road has the jurisdiction to regulate the SWF in that ROW; it prohibits local authorities from requiring the placement of any SWFs on any specific utility pole, or category of utility poles, however, we do have the ability to dictate where a facility can be if its within 100’ of the proposed facility and applicant must accept that but they have the right to propose an alternative structure on reasonable terms and conditions and the

alternate location and structure does not impose technical limits; 4) the ambiguous portion of the code relates to any of the camouflaging or requirements that the City can impose on a particular type of pole or a shielding and that is the biggest area where the City has the ability to tweak the model ordinance to have written design standards that are generally applicable for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements; and 5) it has been recommended to establish specific ROW conditions and using a standardized ROW application and to require franchise agreements. He shared that with the Planning & Zoning Commission July public hearing and recommendation the ordinance would come before Council as a first reading ordinance with request to waive second reading at their July 16<sup>th</sup> meeting in order to meet the August 1<sup>st</sup> deadline. A brief discussion ensued on SMF pole design and placement and the types of companies that would be making requests.

- G. Detective & Pool Vehicle Replacements – Police Chief McCoy provided the following: 1) replacement used vehicles were sought for the 2009 Crown Victoria used by a detective and the 2010 Ford Explorer used as a pool vehicle; 2) replacement vehicles are scheduled this FY and fully funded via MERF; 3) bids were sought by three area dealers seeking immediate delivery; 4) two of the three dealers responded with bids, Uftring Auto Group (package price with trade ins was \$41,116 for two vehicles with expected useful lives of 5-6 years) and Mike Murphy Ford (package price with a net cost of \$38,742 - \$39,242, dependent on final trade evaluation, for two vehicles with expected useful lives of 5-6 years; 5) the price difference of 4.56-5.78% over the average of 5.5 years equates to \$340.73-\$431.64 per year, a total of \$1,874-\$2,374 over the expected life of the cars; 6) analysis of the specific vehicle features is that the overall value of the Uftring package justifies the additional expense and includes one vehicle that is substantially different in that it is all-wheel drive as well as having an interior option better suited to our application. It was the general consensus of the Committee to move this item forward to Council for consideration.
- H. Proposed Ordinance Amendment Chapter 91 entitled “Animals” – Police Chief McCoy provided the following: 1) the current ordinance related to determination of whether a dog is vicious as defined has been examined in order to understand the potential to improve the efficiency of that determination and provide due process to dog owners; 2) currently the City Administrator is designated as hearing officer in such determination and a change from City Administrator to Chief of Police or his designee would remove a step from the process, specifically the transfer of investigative information from the Police Department to the City Administrator; and 3) the designation change could also provide flexibility in hearing scheduling by expanding the potential number of hearing officers (at the Chief’s designation) and provide for a hearing officer more accustomed to adjudication functions. Mayor Manier commented that this will allow hearings to be handled quicker as well. It was the general consensus of the Committee to move this forward to Council for consideration.
- I. Job Description Police Administrative Specialist – Police Chief McCoy shared that they have taken a great deal of time to study the needs of our residents in providing adequate protection once the dispatch communication center is decommissioned and moved to TC<sup>3</sup>. He shared they are looking at having someone there 16 hours a day to provide service to our residents. Deputy Chief Stevens shared that it will also improve the way PD provides services, how officers use their time, and provide direct customer service that doesn’t have a need to include police officers. He shared that over the past year residents have walked in to just see a police officer and waited for an officer and this will allow for time that we can give back to our officers as this position will also provide some of the functions that officers were called in for. He shared that the position would also provide us is opportunity for more information analysis which will provide a huge benefit to our officers making them more effective. Alderman Dingledine asked how many position will be created and it was shared that 2 full-time and 4-5 part-time will be created. It was the general consensus of the Committee to move this item forward to Council for consideration.

- J. Agreement: Tazewell County Consolidated Communications (TC<sup>3</sup>), Leased Premises – Police Chief McCoy/Deputy Chief Stevens deferred to Alderman Butler to provide information as follows regarding the leased premises of Washington’s dispatch center. Alderman Butler shared that effective July 1, 2018 our dispatchers will become employees of TC<sup>3</sup> and will be using our facilities until the permanent center is constructed. He shared that this agreement will allow TC<sup>3</sup>s use of our facility at a monthly leased rate of \$500, noting that the agreement has been approved by the TC<sup>3</sup> Governance Board as well. It was the consensus of Committee to move this item to Council for consideration.
- K. Agreement: Tazewell County Consolidated Communications (TC<sup>3</sup>), Dispatch Center Walk-Up Service – Alderman Butler shared that this agreement goes along with the newly created Police Administrative Specialist position that will ultimately be answering and handling window service calls and walk-ins. He shared that with the leasing of our dispatch center to TC<sup>3</sup> beginning on July 1, 2018, there is no room to accommodate for this now so we are proposing that TC<sup>3</sup> employees interface with the public as they come in just like we always have. He shared that we would pay TC<sup>3</sup> \$500 per month for their services, noting that the agreement has been approved by the TC<sup>3</sup> Governance Board as well. Alderman Gee asked what happens to our dispatch center when the Public Safety Answering Point (PSAP) opens in Morton, would we be a backup to the center and Deputy Chief Stevens shared that our consoles will be gone so we will not be in a position to provide dispatching services from our location. Alderman Brucks asked if TC<sup>3</sup> will be staffing our location with our current dispatchers and Deputy Chief shared that in the agreement it is stated that TC<sup>3</sup> will use good faith efforts to ensure that at least one (1) former dispatcher will be on-duty. Alderman Butler noted that the new director is agreeable to do his best in this as well. It was the consensus of Committee to move this item to Council for consideration.
5. Other Business – Mayor Manier announced that on Sunday, July 22<sup>nd</sup> at 2:00 p.m. a Five-Year Tornado Anniversary First Responder Parade will take place honoring those that came to our aid on November 17, 2013. He shared that the Brewer’s Clydesdales will be coming back to lead the parade as well.
6. At 7:33 p.m. Alderman Brownfield moved and Alderman Gee seconded to adjourn. Motion carried unanimously by voice vote.



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Patricia S. Brown, City Clerk