



City Council Meeting Minutes
Monday, February 6, 2023 at 6:30 p.m.
In the library meeting room at Five Points, 360 N. Wilmor Road, Washington, Illinois

Call to Order	Mayor Manier called the regular meeting to order at 6:30 p.m. with a quorum present.
Roll Call	Present: Alderpersons Adams, Blundy, Brownfield, Dingledine, Schone, Stevens and Yoder
Also Present	Mayor Gary Manier, City Engineer Dennis Carr, Planning and Development Director Jon Oliphant, Public Works Director Brian Rittenhouse, Finance Director Joanie Baxter, Police Chief Mike McCoy, City Treasurer Abbey Strubhar, City Clerk Valeri Brod, and City Attorney Derek Schryer City Administrator Jim Snider was absent.
Pledge of Allegiance	All stood for the Pledge of Allegiance led by Mayor Manier.
Citizens Wishing to be Heard	Jim Bremner, Washington Township Supervisor, provided a press release to Council regarding the Para Transit Program partnership with the City. He shared that they currently have no need for additional money and hope to be this way until 2024. He stated that he will provide ridership reports about every quarter. He shared that the agenda asks to waive the second reading to the amend the agreement which they are only asking this due to their timing to receive approval from the Township board. Approving this will allow them to keep the grant money coming in to the program and this will go to his board on Wednesday for approval.
Review Agenda for Deletions or Additions	Nothing was added or deleted at this time.
Consent Agenda	Mayor Manier presented the Consent Agenda for approval of the following items: <ul style="list-style-type: none">A. Approve Minutes of the January 17, 2023 Regular City Council Meeting and January 23, 2023 Strategic Planning MeetingB. Accept Financial Reports for Periods Ended November 30, 2022 and December 31, 2022C. Acceptance of TIF Joint Review Board Minutes for January 27, 2023 Alderson Brownfield motioned to approve as presented; Alderson Butler seconded. Alderson Blundy asked to clarify a graph on page 36 of the Financial Reports. He noted a hard time reading the black bar. Ms. Baxter stated that it states “Income Tax”, and the purple bar is “Telecommunications Tax”. Alderson Blundy asked if that goes down to zero. Joanie said it registers very low. Alderson Blundy asked if Ms. Baxter thought it will continue to trend down. She shared that history shows it is trending down due to fewer land lines and it is currently a 5% rate. Alderson Stevens asked if Mayor Manier was going to make corrections to the minutes and Mayor Manier noted that Alderson Stevens had a couple changes. Alderson Stevens shared that the people present for the January 17, 2023 had Chief McCoy present not Deputy Chief Stevens and Keith Braskich was present instead of Attorney Miller. 8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder 0 Nays: <u>Motion carried by roll call vote</u>
Announcements and Proclamations	Mayor Manier introduced Jon Oliphant to share information regarding the WCHS Cheer Team and their recent participation in the State competition. Mr. Oliphant provided that the WCHS Cheer team did well and made it to the final round of competition where they placed 9 th in the State.
Finance & Personnel Committee	No business items at this time.
Public Safety Committee	Public Safety Committee Chairman Adams shared that there is a second reading ordinance regarding the delivery of alcoholic liquor and the authorization for an engineering study for the police evidence building. He provided everyone with a report from Chamlin & Associates that is included and made part of these minutes. He noted the report contains bullet points showing that the current building is not adequate. He stated

that the report was reviewed by the Public Safety Committee. Alderperson Adams added that their committee discussed liability if evidence is not stored properly and noted the \$490,000 grant goes toward items that are not structural. They are presenting the engineering study to see what the cost would be outside of the grant money.

Alderperson Dingleline motioned to approve; Alderperson Schone seconded.

Alderperson Brownfield asked if the engineering contract would go out to bid, Chief McCoy confirmed that it would. Alderperson Blundy shared concerns because of the significance over this million-dollar project. He noted that the cost was \$800,000 last year at budget time and stated he has not received insight until the Strategic Planning meeting. Alderperson Blundy feels there is a misunderstanding with the grant money, regarding what goes into the building versus the structure. He asked for clarification. Chief McCoy stated a sheet was provided that detailed the items. Alderperson Blundy and Chief McCoy discussed what could be included in the grant. Alderperson Blundy asked if they can use the \$490,000 to refurbish the existing building because the list provided shows maintenance items. He pointed out tuck pointing and the questionable roof, which he feels is ongoing maintenance, as well electrical, and wood shelving. Chief McCoy noted that the current building is shared with Public Works and Chamlin & Associates gave a summary of why it is unfit including that they have people working in there with only two portable air conditioners. He also shared that you can see through parts of the building. Alderperson Blundy and Chief McCoy discussed why the building is considered inadequate for the storage of evidence based on what was provided in the report. Chief McCoy shared that there is no fire protection system, no emergency back-up, and only one air conditioner. Alderperson Blundy asked about moving Public Works out of the building, giving them more square feet. He also recommended Public Works move to the previous Core and Main property and fix this building. He asked if a location is needed to provide an RFQ. Alderperson Blundy shared concerns regarding the move of Northern Tazewell and stated that we also need to consider the needs of the fire department. He expressed his concern that the RFQ will only have one plan, but feels the need to know what is happening with Northern Tazewell, the fire department and Public Works before taking a look at this. Alderperson Stevens referenced a previous conversation with City Administrator Snider, stating that he had doubts if money could be obtained for the building. She was told the fire and police departments were supposed to be on one campus. She requested further discussion. Alderperson Adams noted a bullet point regarding the security of the building states the need for a drive-thru option. He noted currently the person parks next to Main Street, unattended. Alderperson Adams shared that the current building cannot accommodate an early suppression system. He shared the need to look into future needs for this building including that evidence is saved for long periods of time. Alderperson Adams recalled a time when Administrator Snider talked about funding the project as a whole, which we won't know an actual cost unless an engineering study is done. Mayor Manier and Alderperson Adams clarified that the motion is only to approve the engineering report, not to build the building. and this will allow questions to be answered. Alderperson Stevens and Chief McCoy discussed the need of the engineering study which might help chose the site from several location options. Alderperson Blundy stated the ability to drive in, shut the door, then back out of the current building. Chief McCoy clarified that the need for a drive-thru is to inventory or examine a car. Alderperson Blundy stated that it is not hard to cut a new garage door and restated the 800 more square feet gained if Public Works moves out. Chief McCoy the consulted professionals to examine current building. Alderperson Blundy said the grant can go towards fixing the existing building and cover the cost. Mayor Manier noted that moving Public Works out would require adding on to their other facility. Alderperson Brownfield stated that \$490,000 will not cover what is needed for the existing building and noted there is a cost to purchasing the Core and Main building. Alderperson Brownfield clarified that approving this will allow them to gain more information. Alderperson Blundy noted that it might be more money to rehab the existing building but it would be less out of pocket once the grant is used. Chief McCoy and Alderperson Blundy discussed that the grant goes for things inside the building not the structure.

Alderperson Blundy motioned to table the vote on this until it can be discussed at the Committee of the Whole Meeting; Alderperson Stevens seconded.

4 Ayes: Blundy, Butler, Stevens and Yoder

5 Nays: Adams, Brownfield, Dingleline, Schone, and Mayor Manier

Motion failed by roll call vote. (Mayor broke the tie vote.)

Alderperson Butler shared his concern that the price was \$840,000 last year and now it is \$1 million. He is also concerned with the assumption that there is just going to be a new building somewhere and you can't build a new building for \$490,000. He doesn't want the engineering study to provide only a plan for a new building and they chose not to build it, wasting the \$60,000. He feels the RFQ should include information about the proposed location.

Alderperson Dingleline stated that he is not amending the original motion.

5 Ayes: Adams, Brownfield, Dingleline, Schone, and Mayor Manier

4 Nays: Blundy, Butler, Stevens and Yoder

Motion passed by roll call vote. (Mayor broke the tie vote.)

Fire Chief Kuhlman provided the following updates: in January they had 352 calls, they had one large garage fire where they provided mutual aid.

Alderson Stevens shared that she heard the introduction of the new Fire Chief and stated that the need for a new City rep for the Fire Board and asked if it will be coming before them. She asked if Council will receive background information prior to the agenda. Mayor Manier confirmed that they will.

Public Works Committee Public Works Committee Chairman Brownfield shared that they have several business items and introduced City Engineer Dennis Carr to provide details.

Item C-1: Freedom Parkway Land Acquisition Check Request – Kingsbury Properties, LLC City Engineer Carr shared that most of the land acquisition is for temporary easements. He shared that said the Kingsbury LLC property sits just east of Walmart. The original drainage would go to midline storage into the storm sewer and discharge into the Walmart storm sewer. Walmart did not support this. Mr. Carr shared that they shifted gears to discharge over land east of that and a review appraisal was completed to IDOT standards which came in at \$42,600 for the temporary easement. The owners do not want a donation for the easement, preferring to be paid out.

Alderson Dingleline motioned to approve; Alderson Butler seconded.

Alderson Stevens asked for information about the owners of the property and if they live in town. Mr. Carr said he thinks they are from Peoria. It was clarified that this is needed to move forward and the process of land acquisition was briefly discussed. Mr. Carr noted the archeological study was one of the last items and it found an item to design around. He stated that land acquisition cannot be done until the PDR is approved and they were hoping the land would be donated. Alderson Schone asked where storm water will be discharged. Mr. Carr shared that there is a private lake and noted that if they had routed it through Walmart, it may have dried up that lake. Alderson Schone asked if there is any liability if a storm affects the lake. Mr. Carr noted that they are not changing the flow. Alderson Blundy asked if we have one or several appraisals. Mr. Carr clarified that IDOT requires you use one of their approved appraisers and then it is reviewed by another appraiser. Alderson Blundy asked if the people tried to negotiate or agree to the appraisal. Mr. Carr shared that they agreed to the appraisal.

8 Ayes: Adams, Blundy, Brownfield, Butler, Dingleline, Schone, Stevens and Yoder
0 Nays:

Motion carried by roll call vote

Item C-2: Nofsinger Realignment Update City Engineer Carr stated that they were hoping this would be more detailed. He shared the need for oversight of the approved funding. The higher engineering rate approved earlier will likely be what we see due to the needed IDOT oversight. Mr. Carr shared that the approved funding was provided with a job description which would require an act of congress to change at this point and changing the project would disqualify us from using the \$4 million received. Mr. Carr shared that they have had multiple discussions with IDOT regarding the safety of the intersection. Alderson Blundy stated that the description is Nofsinger Realignment and he looked at what was submitted and didn't see anything that says what that means. Alderson Blundy stated that IDOT has come with several proposals to realign the intersection and he thinks there are other ways to realign the road. Mr. Carr clarified that the job description means that it is with IDOT and changing it would take it back to Stage One which would include more engineering fees. Mr. Carr stated that he hasn't seen the other options that Alderson Blundy referenced. Alderson Stevens stated that in 2017, Council decided not to take IDOT's realignment configuration. Mr. Carr and Alderson Stevens discussed the previously provided IDOT options from 2017 for the Nofsinger intersection. Mayor Manier shared that the governor called and will be here tomorrow for an announcement and hopes this means more funding. Alderson Blundy said he thinks he heard that there is the possibility to change the design. Mr. Carr stated that he would not want to risk losing \$4 million to shift the road. Alderson Blundy and Mayor Manier discussed property owner who will be affected by the realignment and Mayor Manier shared that they have met a few times about it.

Item C-3: 305 Walnut Street House Demolition Bid Award Planning and Development Director Oliphant shared that the City purchased this property and held a bid opening for demolition. He stated that JIMAX has submitted the low bid for \$20,876.27. As part of the bid packet, the demolition would be completed on March 31, 2023.

Alderson Stevens motioned to approve; Alderson Butler seconded.

8 Ayes: Adams, Blundy, Brownfield, Butler, Dingleline, Schone, Stevens and Yoder
0 Nays:

Motion carried by roll call vote

Item C-4: Street Sweeper Repair Purchase Authorization Public Works Director Brian Rittenhouse shared that the street sweeper needs more repairs than what was anticipated and it is not scheduled for replacement until the fall of 2025. The quote for repairs was \$37,128. Staff recommends completing the repairs due to having three more sweeping seasons. Mr. Rittenhouse explained that Council may want to consider a shorter replacement schedule for the sweeper.

Alderson Schone motioned to approve; Alderson Adams seconded.
Alderson Brownfield asked if this was normal wear and tear. Mr. Rittenhouse believes that it is and noted that the pick-up head and fan for suction is worn from use during its eight seasons. Alderson Schone asked about the miles and hours on the sweeper. Mr. Rittenhouse shared that there are 48,000 miles and a 10-12 year old sweeper should have about 35,000 so we are almost double normal average. He shared that the chassis has 6769 hours and they typically see 600-700 hours on an average machine. Alderson Stevens asked about past issues. Mr. Rittenhouse explained it has had wear and tear items fixed and the fog sealing helps. Alderson Stevens stated that she is in favor of a shorter replacement schedule. Alderson Blundy would like to review the maintenance repairs to see about shortening the window and asked if calls are driving up the use. Mr. Rittenhouse shared that they start early and sweep all year and sometimes a random request comes in, but they are consolidated. Alderson Schone added that he believes the last sweeper replacement schedule was brought from 12 years down to 10 years.

8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder
0 Nays:
Motion carried by roll call vote

The following staff updates were provided: Mr. Rittenhouse shared that Well #8 is fixed and Wells #7 and #8 have a new pump motor; they are continuing inlet inspections; they are working with Hoerr regarding the CIPP lining around Court and Spring Streets; and they working to find a few more areas to use a little left over money.
Mr. Carr shared that they have submitted the maintenance program for 2023 and they are going to look at the Devonshire area; they have reviewed the Hilldale plans; they are looking at culvert replacement and reshaping the ditch to handle storms; they may have an additional conversation with homeowners once they start seeing pricing ideas; they received four locations for a generator at the WWTP which was a budgeted item; the drainage team is continuing design for the relief sewer that comes down Grandyle; there are a few areas near Gilman that see significant flow; they may consider a sidewalk as they have received calls from concerned residents about safety; they received BUS24 information that is looking from FY24-29 for mill and overlay before the big project will start. Mr. Carr also shared a press release about Illinois American with water rates, that is attached and made part of these minutes. He noted that ICC granted them a significant rate increase because they only allow it every four years and we feel bad for those residents.
Mayor Manier shared that he received calls from residents who received a 55-65% increase and stated that it will be hard for some to pay the bills.
Alderson Stevens asked if our water rates are affected. Mr. Carr confirmed that they are not. Alderson Brownfield noted that we are still on the radar with IDOT.
Alderson Blundy asked if Safe Routes to School could cover the Grandyle sidewalks and it was clarified that the next Safe Routes project won't be for another two years.
Mr. Carr noted that it could be difficult to put the two projects together.

Mayor Mayor Manier noted that the administrator's review will be next week due to his absence.
City Administrator Nothing at this time.
Resolution: Mayor Manier provided the following Resolution for consideration.
Approving Distributed Energy Resource Agreement with Voltus, Inc. **Synopsis:** Adoption of this resolution would provide for an agreement for participation in a demand response program in regard to electric consumption.
Title: Resolution approving Distributed Energy Resource Agreement with Voltus, Inc.
Ms. Baxter added that she, Mr. Carr and Mr. Rittenhouse met with Good Energy and that this shifts the energy from our larger electric users into an alternate generator program in case the grid gets overloaded. She noted that our generators will need to be run a few time a year which we already do and that other surrounding communities are doing this program. Ms. Baxter stated that in addition, if there is an emergency event called, then we would have an additional payment of \$2.00 per kw/hr.

Alderson Brownfield motioned to approve; Alderson Adams seconded.
8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder
0 Nays:
Motion carried by roll call vote

Second Reading Ordinance Mayor Manier provided the following Ordinance for consideration:
Amending Chapter 112 of the Washington City Code Regarding Delivery of Alcoholic Liquor **Synopsis:** The following ordinance would amend Chapter 112 of the City Code to bring it into alignment with the Illinois Liquor Control Act as regards retailer delivery of alcoholic liquor as required by Public Act 101-0668 and similarly align the Code regarding the sale of mixed drinks for off-premises consumption. The amendment regarding mixed drinks is subject to home rule regulation.
Title: An Ordinance Amending Chapter 112 of the Washington City Code Regarding Delivery of Alcoholic Liquor

Alderson Stevens motioned to approve; Alderson Butler seconded.
8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder
0 Nays:

Motion carried by roll call vote.

First Reading Ordinance
W. Jefferson Property Rezoning Request
Mayor Manier provided the following Ordinance for consideration:
Synopsis: Adoption of this ordinance would rezone a parcel near the intersection of N. Wilmor Road and W. Jefferson Street from R-1A, Single-Family Residential, to C-3, Service Retail.
Title: An Ordinance Approving W. Jefferson Property Rezoning Request

First Reading Ordinance
W. Jefferson Property Special Use Request
Mayor Manier provided the following Ordinance for consideration:
Synopsis: Adoption of this ordinance would allow for a light fabrication, welding, and repair business to be located on a parcel near the intersection of N. Wilmor Road and W. Jefferson Street.
Title: An Ordinance Approving W. Jefferson Property Special Use Request

First Reading Ordinance
Amend/Extend the City/Township/GPMT D ADA Paratransit Intergovernmental Agreement (Request to Waive Second Reading)
Mayor Manier provided the following Ordinance for consideration:
Synopsis: This ordinance would approve an extended and amended intergovernmental agreement that was originally approved in May 2022 to provide a trial paratransit program in Washington.
Title: An Ordinance Amending and Extending the City/Township/GPMTD ADA Paratransit Intergovernmental Agreement (with Request to Waive Second Reading)
Aldersonperson Stevens motioned to waive the second reading; Aldersonperson Schone seconded.

8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder
0 Nays:

Motion carried by roll call vote

Aldersonperson Dingledine motioned to approve; Aldersonperson Stevens seconded.

8 Ayes: Adams, Blundy, Brownfield, Butler, Dingledine, Schone, Stevens and Yoder
0 Nays:

Motion carried by roll call vote

First Reading Ordinance
Monroe and Hamilton Yield Sign
Mayor Manier provided the following Ordinance for consideration:
Synopsis: Adoption of this ordinance would designate the intersection of Monroe Street and Hamilton Street as a yield intersection.
Title: An Ordinance Approving Monroe and Hamilton Yield Sign

Aldersonperson Stevens stated that she supports this yield sign and asked how a request for a yield sign gets to be a reading before going to a committee meeting. Mr. Carr shared that they had hoped it would go to Public Works prior to this meeting then brought to Council; however, with Mr. Snider out of town this was discussed with Chief McCoy, Mr. Oliphant and Aldersonperson Brownfield. Mr. Carr noted there are two chances to discuss this during the readings. Aldersonperson Stevens asked if she could tell people to contact Mr. Carr if they feel a sign is needed. Mr. Carr confirmed that they can so long as the intersection warrants it.

First Reading Ordinance
State and Vine Yield Sign
Mayor Manier provided the following Ordinance for consideration:
Synopsis: Adoption of this ordinance would designate the intersection of State Street and Vine Street as a yield intersection.
Title: An Ordinance Approving State and Vine Yield Sign

Aldersonperson's Comments
Aldersonperson Blundy stated that he reached out to Mr. Snider regarding the brew pub agreement with concerns regarding the demolition permit. He shared his interpretation of his conversation with Mr. Snider and asked for information from the Mayor. Mayor Manier shared that they met with the developers who shared that they are having conversations with the adjacent property owners. Mayor Manier expressed concern with holding the developers' feet to the fire during an \$8 million project. Aldersonperson Blundy asked for clarification of the March 1st agreement. Attorney Schryer stated that the agreement could be construed as Aldersonperson Blundy is reading it, but they do not need to cancel the agreement, should the footings not be done. Attorney Schryer stated that we need to keep in mind the seasonal weather and said ultimately it is up to Council if they want to cancel the agreement. He noted a 60-day notice in the agreement. Aldersonperson Blundy agreed that it is not ideal to pour concrete in February but stated there needs to be accountability. He would like clarity on what to expect by March 1st. Aldersonperson Stevens asked to be notified once the permit has been pulled. Mr. Oliphant stated that his office would not be able to issue the permit until the Historic Preservation Commission issues a certificate of appropriateness and that date has not been set. Aldersonperson Stevens asked if the final plans have been submitted and Mr. Oliphant clarified they have not.

Adjournment
At 7:55 p.m. Aldersonperson Stevens moved to adjourn; Aldersonperson Schone seconded.
Motion carried unanimously by voice vote.

Valeri L. Brod, City Clerk



Press Release

CityLink Contact:
Emily J. Watson
Director of Marketing
ewatson@ridecitylink.org
Office: (309) 679-8138
www.ridecitylink.org

FOR IMMEDIATE RELEASE:
January 30, 2023

GPMTD Extends Transportation Pilot Paratransit Service with City of Washington for One Year Effective on February 1, 2023

The Greater Peoria Mass Transit District (GPMTD) is extending the six-month pilot paratransit service in the City of Washington for their underserved urban area effective on February 1, 2023. The City of Washington was approved to continue funding this project, and it is also partially being funded by section 5310 Transportation Assistance Grant Program from the Illinois Department of Transportation (IDOT). The funds from the previous six-month pilot were not exhausted, which allowed for the extension of service. The GPMTD paratransit service, CityLift, will continue to operate this service for individuals aged 18 to 59 based on their mobility challenges and disability.

Individuals needing this service are still required to complete and submit a simple two-page application to Washington Township that requires a medical professional to sign off verifying their handicap and need for paratransit service. Similar service for persons aged 60 and older is available through Central Illinois Agency on Aging, which can be reached at 309-674-2071.

"We are pleased that funding is available to continue this pilot project to provide CityLift door-to-door paratransit service within the Washington urban area. It is our goal to grow the number of passengers using this service to increase the probability of receiving additional funding to continue offering the service beyond the next 12 months," said CityLink General Manager Doug Roelfs.

This pilot paratransit service will be evaluated to determine the feasibility and demand to continue providing the service.

Rates to Ride (Updated Effective 2/1/2023)

Current rates to ride as Washington residents are as follows:

- Rides within the Washington Urban Map Area are \$2.00 each way for residents.
- Washington residents that are approved for CityLift service may ride CityLift for \$2.00 one way in all areas that are covered by fixed route.
 - Disabled riders in the Sunnyland area who are already qualified to ride with CityLift can fill out a Washington Rider application and send it to Washington Township to be eligible to ride to the Washington Urban Area for \$2.00 each way.
- Personal Care Assistants ride for free with the transit client.
- Fare is cash (correct change only) or CityLift tickets may be purchased at CityLink Transit Center or administrative office for books of 10 for \$20.00, or online at www.ridecitylink.org/fares/buy-online.

Scheduling a Ride

- All rides must be scheduled at least one-day in advance, more notice is better.
- To schedule a ride, contact CityLift at 309-999-3667.
- Your application must be on file and approved to ride the CityLift paratransit service.

Service Availability

The Washington Urban Paratransit Service operates 8:00 a.m. to 6:00 p.m., Monday through Friday with the final pick-up, by no later than 5:30 p.m. There is no service on recognized holidays on which GPMTD does not provide service. Pick-up and drop-off times must take place within those hours to meet paratransit service availability.

Questions

For questions, please contact Washington Township at 309-444-2987. The required documents can be mailed to 58 Valley Forge Drive, Washington, IL 61571, sent via fax to 309-444-3944 or sent electronically to washingtontwp@gmail.com.

To find out more information about Washington, Illinois CityLift service, please visit www.ci.washington.il.us, www.toi.org/township/tazewell-county-washington or www.facebook.com/CityofWashingtonIL. Information is also available on the CityLink website at www.ridecitylink.org/about/citylift/washington-service.

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December 8, 2021

City of Washington Police Dept.
115 W. Jefferson Street
Washington, IL 61571

Attention: Michael D. McCoy, Chief of Police

SUBJECT: PD Evidence Building
Site Visit and Initial Inspection

Dear Chief McCoy,

This letter is regarding our onsite meeting on Thursday, December 2, 2021, with you and your department. The purpose of the meeting was to determine if the current Public Works building can be partially remodeled to adequately serve as a property/evidence area or if a new building would better suit the City's needs. The existing Public Works building is 40'x100' (4,000 square feet) with the Police Department utilizing approximately half the space for evidence storage.

Below is a list we compiled per our observations with consideration of your future needs as discussed in our meeting.

Initial Inspection Findings and Assessment:

- The exterior masonry walls show visible amounts of cracking at the joints which is most likely caused by differential settlement or movement. It does not seem to be a severe case but should be investigated further by a structural engineer.
- The building at this point in time is not as secure as a proper evidence area should be, thus possibly compromising the integrity of the stored property.
- The remaining useful life of the roof is questionable.
- The electrical service and system will need updating.
- The heating and ventilating system needs upgrades. Any area that is used to store narcotics should be independently ventilated so that noxious odors are removed and not recirculated into the building's ventilation system. Adding or modifying a ventilation system can be complicated and expensive.
- The wood shelving in the enclosed area would need to be replaced with high density metal shelving.

Peru Office

4152 Progress Boulevard • Peru, IL 61354
Phone 815.223.3344 • Fax 815.223.3348
peru@chamlin.com

Morris Office

221 West Washington St • Morris, IL 60450
Phone 815.942.1402 • Fax 815.942.1471
morris@chamlin.com

Mendota Office

903 Main Street • Mendota, IL 61342
Phone 815.539.8137 • Fax 815.224.8575
mendota@chamlin.com

December 8, 2021

Page 2

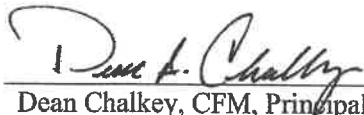
- There is no fire protection system installed in the building. An Early Suppression Fast Response (ESFR) system is a quick responding, high volume sprinkler system that provides protection for high piled storage areas.
- There is no emergency back-up power in case of outages.
- The only air conditioner in the building is a window air conditioner in the office/evidence processing room. Air purifiers should be used in evidence rooms not only for the safety of the employees but also to preserve the evidence from decaying rapidly.
- The space utilized in the Public Works building is not sufficient for the amount and type of property/evidence that needs to be stored both long term, short-term and future.
- At the time of the visit, the public works items that require winter storage within the building were not present yet. It appears that once those items are added, the space becomes even more limited, and the building could be utilized just to accommodate public work's storage needs.
- The department expressed the desire to be able to drive-thru the building for security purposes, it would be very difficult to accommodate that need within this building and existing site as it is now constructed.
- There is no room for indoor storage of vehicles that may need held while being processed for evidence.

The above findings with the likely associated costs to repurpose the existing Public Works building to a proper evidence storage area along with the future needs of the department are such that the City of Washington should consider building a new facility that would best suit their current and future needs.

After reviewing this initial letter, please let us know if you would like us to proceed with a detailed cost estimate to update this existing facility or direct our focus towards estimating a new facility. We are available to discuss further at your convenience.

Sincerely,

CHAMLIN & ASSOCIATES, INC.



Dean Chalkey, CFM, Principal

cc: Jeff Stevens, Deputy Chief

Sherry Guimond, Admin Support Specialist

Michael Washelesky, AIA

Tim Harris