



# CITY OF WASHINGTON COUNCIL REPORT

*April 12, 2024*

## **CITY ADMINISTRATION – Jim Snider**

- **Water Treatment Plant #2, Well #11 Emergency Repairs**

As I reported in March, Water Plant staff discovered operational issues with Well #11, which services Water Treatment Plant #2. Representatives from Chris Ebert Company were called to provide us an assessment of the situation. They confirmed the Well's 125 Hp motor had failed; they also determined the wiring needs to be replaced. The column pipe also showed signs of oxidation and rust build up which has caused significant pitting of the pipe. We have instructed them to move forward with providing the necessary repairs with the estimated costs as follows:

Motor	\$27,000
Pump	\$7,000
Wire	\$12,000
Column Pipe	\$18,000
Labor	TBD

We will provide you with a report when the work is completed. Hopefully, by the middle of May.

Well #12 continues to provide us with water for Plant #2.

## **ENGINEERING – Dennis Carr/Ross Fuller**

- Traffic has been rerouted on Cummings in order to complete work throughout the future intersection of Freedom/Cummings. The northbound lane on Cummings has been removed and will be poured back next week. All new field entrances have been poured on Freedom and can be accessed by the farmers when they decide to put their crops in.
- Gensini was on-site to work on the Noffsinger realignment for a couple days this week. They have been working to install the drainage tile that will run beneath the road. They have hopes to be back next week to begin discing the soil to get it dried out faster so that material can be added to build the road up.
- Lonewolf has started work on the last capital improvement project for this fiscal year. Sidewalk and curb replacement work is being done on Elm, Melvin, and S. High. 550' of sidewalk will be replaced along with 620' of curb and 4 ADA ramps.
- The Catherine St. bid opening was held this week. Once again, Stark Excavating was the low bid coming in at 1.56 million dollars. This bid was below the engineers estimate for the project which was 1.74 million dollars.
- The bid opening for the MFT project is later this month and the award will be on the first council meeting in May.
- We are finalizing the final specifications to put the Felkers Drainage Priority Project out for bid. We are hoping to get this bid out next week which would allow for a bid opening later this month.
- TWM is updating the drainage plans southeast of the square and once it is updated, that project will be put out for bid as well.
- Strand is continuing to work on the Lagoon Feasibility Study. They have completed the hydraulic model and started running scenarios for removal of flow from the system at both the STP 1 and the field upstream locations.

## **FINANCE – Joanie Baxter**

- Budget preparation – FY2025:
  - Preparation of property tax charts
  - Preparation of Position Budgeting reports
  - Changes to Budget due to items added
- I reviewed the ARPA grant with our auditors. There is no action necessary to be taken for the expenditure of funds. We should show that the funds were used to offset public safety personnel and administrative expenses in FY23-24 with the grant report due 4/30/2024. This will satisfy the requirement that funds be obligated by December 31, 2024 and spent by December 31, 2026. The funds have been moved from restricted to unrestricted in the General Fund.
- I updated the MERF listing and Jill updated my vehicle and equipment files.
- I updated the proposed pay plan and seniority list for the Laborer's contract.
- I completed filing of Form 1095's.
- Jill processed and I reviewed payroll for April 12, 2024
- Utility Billing (March 28 – April 12, 2024)
  - A total of 5,502 bills were processed for April, including 661 emailed bills (12%)
  - A total of 508 penalties were assessed for delinquent March bills
  - A total of 44 disconnects were processed for March, including 20 owing a balance, 18 with credit balances and six with zero balances
  - A total of two disconnects for February were sent to Collections
  - New accounts and account closings processed:
    - 22 ins
    - 22 outs
  - Leak detection through RNI and Sensus Analytics software – 44 leaks were caught and residents/businesses notified
  - There were 21 new residents in March

## **HUMAN RESOURCES – Maureen Chambers**

*\*Out of Office\**

## **PLANNING & DEVELOPMENT – Jon Oliphant/Joe Boyer**

- The April PZC meeting had one case: A request by the Washington PD to rezone the fire station parcels at 200 N. Wilmor from R-1 to C-1 to comply with the permitted uses allowed for the property upon the eventual evidence building construction. The PZC unanimously recommended approval of the rezoning. A first reading ordinance will be scheduled for the April 15 Council meeting with a second reading to be scheduled for May 6.
- The Washington Commercial Building and Property Improvement Grant Program application went live this week. Applications are due by May 29. Staff will review them and bring each of them to the June 10 Committee of the Whole meeting for discussion prior to the drafting of possible agreements. Several businesses have at least inquired about this program over the last few months.
- Steel installation has started at the brewpub site. While construction has been ongoing for awhile, seeing the vertical construction offers a more visible milestone.
- Staff continues to work through the legal process on pursuing the demolition of the 501 Walnut structure. An interested citizen has approached the City about purchasing the property and salvaging the front half of the building. The City will continue following the legal process unless a sale and demo of the impacted portion of the building could be done prior to the City's involvement with a demo.
- Work should be completed soon on the construction of new stairs leading to the upstairs units at Cherry Tree Shopping Center to address the safety issues.
- Staff met with the architect and engineer for a proposed commercial development at the intersection of McClugage and Centennial. Construction is anticipated relatively soon on a multi-phase development.
- Staff anticipates that a building permit will soon be issued for a new multi-unit commercial building on Cruger behind Sleep Inn.
- The Square will be lighted purple during the week of April 15 to support the Gift of Hope Organ and Tissue Donor Network's National Donate Life Month.
- The Arbor Day Foundation has notified staff that the City's Tree City USA status was renewed for 2023. The annual Arbor Day proclamation will be read at the April 15 Council meeting and the Mayor's tree planting is tentatively

scheduled for April 26 at Sweitzer Park (weather permitting and depending on some Park District work occurring there). If Sweitzer is unavailable, LaHood Park is the backup location.

## **PUBLIC SAFETY – Chief McCoy/Deputy Chief Stevens**

Nothing to report at this time

## **PUBLIC WORKS – Brian Rittenhouse**

- Staff received confirmation that we could receive the rental street sweeper as early as next week. It was also mentioned that the street sweeper on order has a build date starting in August so we may have delivery in September.
- The two street/cemetery mowers have been repaired and returned for the start of the mowing season. Citywide mowing has started and will continue through the growing season.
- Staff is still waiting on the asphalt roller to be repaired and returned. Parts were ordered so staff is just waiting to hear from Altorfer.
- Jackson and Hamilton Street looped water main has been installed and tested. This loop removes two dead end mains and will increase water quality for the residents. This main was installed ahead of the culvert that will replace the pedestrian bridge.
- Staff installed around 550 ft. of new stormwater main ahead of the Park District berm project. This allows storm runoff, from Lincoln Street, to run underground, in pipe, to the creek vs over the ground. This will help the Park District with the standing water issues they were experiencing.
- Staff will be installing a new manhole and pipe at the end of South Lawndale behind the Vet and the old Ron's Donuts & Bakery next week. This will remove an old brick manhole and remove sewer main that changes from 4" to 6" to 8". The new main will all be 8".
- The wastewater treatment generator project will be wrapping up by the end of the month. A final punch list has been developed and will be completed before the end of April.
- The second plow truck will be delivered before the end of this month. The third truck is still estimated for late summer, early fall delivery.