

City of Washington
Public Works Committee
Monday, November 4, 2019 – **Minutes**

CITY HALL CONFERENCE ROOM
301 WALNUT STREET

Present: Aldermen Mike Brownfield, Dave Dingledine, and Lilija Stevens.

Also Present: Ray Forsythe, City Administrator; Jon Oliphant, Planning & Development Director; Kevin Schone, Public Works Supervisor; Scott Weaver, Washington Township; Sam LaHood, Austin Engineering; Bob Montgomery, John and Sharon Amdall, Alderman Daniel Cobb, and Mayor Gary Manier.

Alderman Brownfield called the meeting to order at 5:00 p.m.

1. Alderman Wishing to be Heard on Non-Agenda Item: *None*.
2. Citizens Wishing to be Heard on Non-Agenda Item: *John and Sharon Amdall – wanted to compliment the committee on the new format for the agenda attachments.*
3. Approval of Minutes: *No changes need to be made. Alderman Dingledine motioned to approve the minutes. Alderman Stevens seconded the motion. The minutes from the October 7, 2019, meeting was unanimously approved.*
4. Business Items:
 - A. Engineering Consideration, Freedom Parkway (Jon) Approximately 2/3 of the engineering is complete for Freedom Parkway. There is increased interest from businesses so completion of the work is recommended. There is currently \$165,000 budgeted for completion of Freedom Parkway and Lakeshore Drive. Estimate for completing the Freedom Parkway engineering would be about \$50,000. Staff is recommending to proceed with a Request for Qualifications Process to select an engineering firm to complete the work. *Committee approved moving forward with Freedom and will come back and revisit Lakeshore once more information is received from IDOT.*
 - B. Temporary Certificate of Occupancy Fee, 718 Drake Lane (Jon) Peoria Builders forfeited the temporary CO fee of \$1000 because they did not complete the final grading of the property at 718 Drake Lane. The owners at 722 Drake were paid \$875 of the \$1000 for the construction of a swale that moved storm water away from their house that was caused from the runoff from 718 Drake. Peoria Builders is requesting payment of \$500 based on the work the neighbors had done anyway and that they did not have enough time and warning on completing their end of the work. The City can clearly document that they were given ample time and notice. *The committee discussed the request and opposed paying the \$500 based on the work had not been completed. Alderman Brownfield suggested taking \$125 off their next permit fee. Alderman Stevens and Dingledine agreed. Alderman Brownfield made a motion to deduct \$125 off a future building permit. Alderman Dingledine seconded the motion. Motion was granted.*
 - C. IL American Water, Kern Road Water Connection Request (Jon) Following up the agenda item from October's meeting regarding Illinois American Water connecting to the City's water at their Kern Road location and the questions posed by the committee. The water would not be used for any treatment process and is desired to help in cleaning equipment and vehicles. The distance from their existing main near Hillcrest and Kern to their facility would not make it feasible to connect. Since the City already has a main on Kern, their desire is to connect to it instead. If the City was to proceed, it would be under the provision that they pay the development fee (currently at \$865.50), the water connection fee (\$415) and the non-resident water service rate (\$5.41 per 1,000 gallons). *The committee discussed the request. Alderman Stevens had requested IL American Water's rate but the code regarding non-resident usage would have to be amended in order for it to be used. She is not in favor of the request. Alderman Dingledine would agree*

with the request if they paid the fore-mentioned fees. There was discussion regarding their potential usage and it was suggested that an agreement be drafted. Alderman Dingleline made a motion to approve the connection based on an agreement being drafted for them to pay the mandatory fees and to monitor their usage. Alderman Stevens seconded the motion. Motion was granted.

- D. Mail Box Policy (Kevin) There was a request made last spring to move the mailboxes on the north side of Cruger Road due to possible damage during snow removal operations. The Post Office determined that the mailboxes needed to be moved to a centralized location, Nofsinger at Cruger, and Independence. Due to high traffic on Nofsinger and Cruger, staff would like to see the mailboxes placed on Independence and Brown. There is also a request to increase the dollar amount for mailbox replacement. *The committee, staff and attendees discussed the following: lack of policy in the ordinances regarding replacing mailboxes; creating a policy that specifies type, location, and replacement costs; whether mailboxes get replaced or not; the different factors contributing to the damaged mailboxes; if the homeowners had been contacted regarding the possibility of relocating the mailboxes; letters that had been sent; conversations with the previous postmasters; and reasons why new locations would or would not work. Committee requested Kevin speak to the residents, new postmaster and meet with Scott regarding his suggestions.*
- E. Storm Sewer Easement Vacation & Dedication - Eagle Point Condominiums (Jon) Staff is requested a recommendation to proceed with a resolution to consider the vacation of the storm sewer and surface drainage easement that is located north of the vacated Hawk St. right-of-way as well as the dedication of the new 10' wide storm sewer easement that would be established as a result of vacation. *Sam LaHood from Austin Engineering spoke about location specifics as well as reasons for the redesign. There was concern that the 10 ft isn't going to be enough. Sam had consulted with the City's previous engineer who recommended the amount. Alderman Stevens made a motion to approve the vacating of the one easement and establishment of the new easement. Alderman Dingleline seconded the motion. Motion was granted.*
- F. Stratford Drive Bridge Directional Bore, Hoerr Construction, Inc. (Kevin) An item not included in the original project scope is the moving of the 6" water main. It is in the way of the new bridge pilings. Hoerr Construction was contacted to get a quote on boring a new line under the creek and the initial estimate is \$75,000. 260 foot of pipe will need to be laid. Either HDPE or PVC pipe can be used. If HDPE is used, it will be more than the \$75,000. The quote includes Hoerr doing all the work without the City's assistance. The quote does not include surface restoration, no asphalt or concrete. The road will need to be closed for the work and four people would be without water for about two hours and then on a boil order when service was restored. Due to the timing and potential weather issues, the project may/will have a Spring start date which will need to be factored into next year's budget. Staff recommends proceeding with the boring when possible to move the project forward. *Alderman Dingleline made a motion to approve the boring using pvc pipe as recommended. Alderman Stevens seconded the motion. Motion was granted.*
- G. Qualifications Based Selection, Transportation Alternatives Program (TAP) & Safe Routes to School (SRTS) Projects (Jon) The City was selected for grant funding assistance within the last year for three pedestrian/bicyclist improvement projects. In order to proceed with the projects, staff would like to proceed with a Request for Qualifications process to select an engineering firm to complete the work. The three projects would be combined into one contract in order to improve efficiency at the approval of IDOT. The Fiscal Year 19-20 Capital Improvement Program includes \$70,000 for engineering for the TAP project and \$90,000 for the two SRTS projects. *The committee discussed the request and questioned how this would play into the Route 24 rebuild. The request was amended to proceed with the SRTS projects and proceed with the TAP project subject to verification from IDOT regarding if sidewalks are included with the Route 24 rebuild. Alderman Dingleline made a motion to approve the request. Alderman Stevens seconded the motion. All approved. Motion granted to approve request.*

- H. Proposed Resolution authorizing Temporary Technical Assistant Agreements for Engineering Services (Ray) The resolution approves and authorizes the potential execution of Temporary Technical Assistance Agreements to assist in the implementation of the 2019/2020 Capital Improvement Program (CIP) as well as the day-to-day City Engineering services. The listed firms have an existing relationship with the City of Washington through existing and previous contracts for services related to the CIP. This allows the City to enter into short term contracts while looking for a long-term solution. Funds are budgeted in unused City Engineering salary and engineering services. *The Alderman Dingledine motioned to approve the proposed resolution. Alderman Stevens seconded the motion. All approved. Motion granted.*

5. Staff Updates:

A. Kevin –

1. VFD that has failed on Well 11 on Legion Road. Contacted Britton Electronic. They estimated \$14,000 plus time. This was an emergency situation. Kevin also got a quote from R and S. They would replace with Toshiba drives and estimated \$16,000. In addition, there would need to be alterations to fit in to the bucket and Britton Electronics would still need to be contacted to do the programming. Kevin gave the approval to Britton Electronics to replace the drive. The drive and labor will be billed separately.
2. Driveshaft blew up on the VacCon (small explosion). It is the 6th time. EJ Equipment immediately brought a loaner truck and picked up the old one. Only has 95 hours on it. Definitely a design flaw. Ideally, this is the best equipment, when it works properly. Unfortunately, it poses a major safety hazard. Using a back-up truck. Does not expect to see any charges for this.
3. He talked to Kreiling regarding the roof on the fire department. Should be starting in the next couple of the weeks but it is contingent upon the weather which is why it hasn't been started yet.

B. Ray – Kudos to the guys for picking up the slack.

C. Jon – Two Square updates:

1. Streetscape project is on hold. The State is proceeding with the Square survey to see if the wall is historic. Hopefully will have direction by Spring.
2. Received the final design for the planter so the bid process can proceed.

6. Other Business:

A. Lilija –

1. Regarding last month's minutes: Kevin was going to investigate the Donna situation. Kevin said Hoerr Construction can't cut the line for a couple of weeks and he can't determine if the items in the pipe were coming out of her lateral until that is done. Someone put their connection in the top of the pipe and cannot get the cameras through. He will check every lateral once Hoerr has cut the line.
2. The resident across the street from City Hall, Brittany, told her that people are hitting her car when they are going to the utility box.

Alderman Stevens motioned to adjourn at approximately 6:20pm. Alderman Dingledine seconded. All approved.