

City of Washington
Public Work Committee
Tuesday, May 31, 2016 – **Minutes**

CITY HALL CONFERENCE ROOM
301 WALNUT STREET

Present: Aldermen Bob Brucks, Dave Dingedine, and Jim Gee

Also Present: Ed Andrews, Public Works Director; Jim Culotta, City Administrator; Jon Oliphant, Planning & Development Director; Kevin Schone, Public Works Supervisor.

Alderman Jim Gee 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: None
3. Approval of Minutes – The minutes from the May 2, 2016, meeting was unanimously approved.
4. Business Items:
 - A. Engineering Services Contract: Historic Square Streetscape – The Committee of the Whole met on May 9 and indicated its support to move forward with Phase 1 engineering for a Square streetscape project. Proposals were received from Hutchison Engineering and TERRA Engineering. Both firms have similar project scopes and have had good working relationships with the City. The proposals would allow for a tiered approach that would allow for a smaller project to be undertaken should the City not receive an Illinois Transportation Enhancement Program (ITEP) grant. TIF funding will help pay the required 20% match should the City receive the grant. The scope of work would include a detailed topographic survey, environmental and utility coordination, public outreach largely done with City staff, the development of a streetscape development plan, and the completion of construction plans for one block of the Square suitable for a local letting. The committee recommended that Hutchison Engineering be selected for the work at a not-to-exceed cost of \$50,000. Should the City receive an ITEP grant, the project scope would be revisited at that point. A contract will be presented at the June 6 City Council meeting for approval.
 - B. Current City Policy: Curbs and Sidewalks – The City currently has a sidewalk program that provides for roughly 50% of the cost of the repair of any sidewalks (and curb) that is deemed to be in poor or substandard condition. It provides for \$2.25 per square foot for sidewalk and \$25 per lineal foot of curb. The current policy does not address the future maintenance of curbs or how any gaps in sidewalk construction should be handled. The committee recommended that the policy include language on the maintenance of curbs and mandates for the completion of sidewalk construction similar to what the Village of Morton has in their code. It requires uncompleted sidewalk to be constructed within three years following the Village conditional acceptance of public infrastructure improvements or when 75% or more of the lots have had construction on the lots, whichever is earlier, then the owner of a

lot is notified that the sidewalk must be completed within 90 days of the notification. A draft of the curb maintenance policy and the sidewalk construction policy will be brought before an upcoming Committee of the Whole meeting. The committee also recommended consideration of a slight increase to the share in the cost of the sidewalk repair, with \$2.50 per square foot a possibility.

- C. Current City Policy: Reimbursement of Sewer User Charges – The current policy addresses those homes that were thought to have been on City sewer but were found to actually still be on septic. They are eligible for both: 1) a reimbursement of past sewer charges for up to a maximum of seven years; and 2) a waiver of the sewer connection fee. After some discussion, the committee recommended that the policy be amended to require payment of the sewer fees but to continue waiving the sewer connection fee.

5. Other Business:

- A. Staff has been in contact with the soon-to-be owner of 1403 Westminster, though this transaction has not officially occurred according to the County Assessor's website. The person has indicated that he will connect to the city's storm sewer shortly after the sale is complete.
- B. Staff met with CMT on Friday regarding the water distribution model work. This work is progressing smoothly.
- C. The tornado roadway project is complete and the early feedback on it has been positive from the residents.
- D. Sealcoat trap rock is complete, but still needs sweeping by Cullinan. Under the contract they have 7 to 14 days to complete the sweeping after seal coating is complete.
- E. The City has two spare pumps to be used for the lift stations, one of which is smaller and the other is larger.
- F. The City Hall generator setup is complete. It is tested every Friday at 7:00 a.m.
- G. The Finance and Personnel Committee may discuss a possible change to the pay scale for the public works employees.
- H. Staff will gather any traffic counts that have been done on Santa Fe that can be used for further analysis of the Nofsinger Road realignment project.

Motion to adjourn at approximately 6:45 p.m.