

CITY OF WASHINGTON, ILLINOIS
CITY COUNCIL MEETING - MONDAY, MARCH 6, 2017
LIBRARY MEETING ROOM
380 N. WILMOR ROAD – 6:30 P.M.

Call to Order	Mayor Manier called the regular meeting of Monday, March 6, 2017 to order at 6:30 p.m. in the Library Meeting Room at Five Points Washington.
Roll Call	Present and answering roll call were Aldermen, Brownfield, Brucks, T. Gee, Moss, Butler, Dingledine, J. Gee, and Moehle. Also present was City Administrator Jim Culotta, Controller Joanie Baxter, Director of Public Works Ed Andrews, P & D Director Jon Oliphant, Police Chief Ted Miller, City Treasurer Ellen Dingledine, Assistant City Attorney Derek Schryer, City Clerk Pat Brown, and members of the press.
Pledge of Allegiance	All present stood for the Pledge of Allegiance.
Agenda Review	The Agenda was reviewed and stood as presented.
Approve Consent Agenda	Alderman Dingledine moved and Alderman J. Gee seconded to approve the Consent Agenda as amended. Items included on the Consent Agenda were minutes of the February 20, 2017 regular City Council meeting; purchase authorization, cemetery tractor; purchase authorization: ammunition, Police Department; and approve & authorize TIF subsidy payment #2 – Brecklin’s Service Center, 119 Walnut Street. On roll call on the motion to approve the vote was: <u>Ayes: 8</u> Moss, Brucks, Moehle, Butler, T. Gee, Brownfield, J. Gee Dingledine <u>Nays: 0</u> <u>Motion declared carried.</u>
Officer Jacob Cernek Recognition	Police Chief Miller recognized Police Officer Jacob Cernek for his military service contribution and dedication to his country. He shared that Officer Cernek is recently back from his 2 nd tour of duty with the Army National Guard. He shared that Officer Cernek has been in the Guard for eleven years serving as a Staff Sergeant, and served a tour of duty in Kuwait in 2014 and his recent tour in Kabul, Afghanistan. Master Sergeant Jeff Stevens welcomed Officer Cernek back and shared his appreciation for his maturity on the job and knowing what is important in law enforcement and life in general. Mayor Manier asked Officer Cernek to introduce his family and he introduced his wife, Sam, his son Micah who was born while he was just gone, and his son Elias who is 4-years old.
Proclamation: WMS 7 th Grade Boys Basketball Team	Mayor Manier read a proclamation proclaiming the week of March 6, 2017 as Washington Middle School 7 th Grade Boys Basketball Week. Coach James stepped forward and two players introduced themselves Brady Finn and Ian Wise. Coach James share his appreciation for the recognition and how wonderful it was to have the community behind them as so many greeted them back into the community after games with police and fire escorts. He shared that they set their sights early in the season on winning the State Championship and gives credit to the team for all their hard work. Alderman Dingledine moved and Alderman T. Gee seconded to accept the proclamation as read. <u>Motion was declared carried by unanimous voice vote.</u>
Jennifer Daly, Greater Peoria Economic Development Council	Ms. Jennifer Daly, Greater Peoria Economic Development Council, shared that the EDC focuses on business development and talent. She shared two key things they are doing as a result of CAT’s recent announcement: 1) launched a manufacturing network to pull small and mid-size manufacturers together to market to new sales opportunities outside of the industry and currently have about 15 in the network they are working with; and 2) conducted for the first time a labor projection survey on the top 42 employers in the area asking them about the employees they would be hiring and the response was about 9,000 hires within the next 24-months with 7,000 of them being in health care so now we can work with community college’s, high schools and middle schools, and the unemployed population to make sure they know what jobs are coming. She shared that this year they teamed up with Jon Oliphant and met with local employers to see how they are doing and to help them with things that they need. She shared they have done several attraction trips and are promoting 31 buildings and 44 sites that are specifically located in Washington. She provided a brief summary of how they are marketing the region and that if anyone had any questions now or in follow-up to please let her know. P & D Director Oliphant shared that the transformation of the EDC is a testament to Jennifer’s leadership. Mayor Manier thanked Jennifer for coming and presenting this evening.
Audience Comments	Lili Stevens extended thanks to the Public Works Department and specifically to Public Works Manager Kevin Schone for the continue maintenance of the sealcoating in Sunnysdale Estates where it is more difficult to take hold due to the lower traffic on the roadways. She thanked Mayor Manier for contacting Tazewell County Clerk Webb about the election process for the City.
Standing Committees	Alderman Moss, Finance & Personnel Committee Chairman reported nothing on the agenda. Alderman Butler, Public Safety Committee Chairman reported two items on the agenda (Staff Reports A & B). Alderman J. Gee, Public Works Committee Chairman reported three items on the agenda (Staff Reports C, D, & E).
Mayor’s Comments	Mayor Manier shared that it’s nice to recognize our kids for their successes and how the community comes together in welcoming them back into town following their achievements. He shared the same was done for the Wrestling Team and they will be in attendance at the next meeting to be recognized. Alderman Brownfield attended the wrestling meets and shared they are phenomenal to watch, the amount of work they put in is amazing, and he sees Olympic capabilities from a couple of the team members.

City Administrator Culotta provided second reading of the following ordinance, by title and brief synopsis: an ordinance authorizing the Mayor and City Clerk of the City of Washington, Tazewell County, Illinois to enter into an Intergovernmental Agreement between the City of Washington and Peoria Area Convention and Visitors Bureau. Adoption of this ordinance would approve an agreement with the Peoria Area Convention and Visitors Bureau regarding tourism development, promotion, and recruitment services for a one-year period ending December 31, 2017. Among other things the agreement provides for the payment of a share of the city’s Hotel-Motel Tax Revenues to the Peoria area Convention and Visitors Bureau. Alderman Brownfield moved and Alderman Moss seconded to adopt the ordinance as read. On roll call the vote was:

Ayes: 8 Moehle, Dingledine, Brucks, T. Gee, Butler, J. Gee, Moss, Brownfield

Nays: 0

Motion declared carried.

City Administrator Culotta provided first reading of the following ordinance, by title and brief synopsis: an ordinance amending §112.20 of the Code of Ordinances of the City of Washington, Tazewell County, Illinois, to increase the number of Class F liquor licenses and decrease the number of Class C liquor licenses. Adoption of this ordinance would increase the number of Class F licenses from seven (7) to eight (8) and decrease the number of Class C liquor licenses from two (2) to one (1). This is a recent request of Casey’s General Stores, Inc., 902 Walnut Street, to move from a Class C “beer and wine off-premise package” to a Class F “alcoholic liquor off-premise package” liquor license. The City’s Liquor Commission has made a recommendation for approval; an ordinance authorizing the Mayor and City Clerk to enter into a Memorandum of Agreement between the City of Washington, Tazewell County, Illinois and the Washington Volunteer Fire Department and Rescue Squad, Inc., for fire protection services, ambulance, and emergency medical services. Adoption of this ordinance would approve and authorize the execution of a Memorandum of Agreement with the Washington Volunteer Fire Department and Rescue Squad, Inc. for fire protection, ambulance, and emergency medical services. This agreement extends the previous agreement for a six-month period of time effective November 1, 2016 through April 30, 2017; and an ordinance authorizing the Mayor and City Clerk to enter into an Agreement between the City of Washington, Tazewell County, Illinois and the Washington Volunteer Fire Department and Rescue Squad, Inc. establishing compensation for fire/rescue service and compensation for ambulance service for the period beginning November 1, 2016, and ending April 30, 2017. Adoption of this ordinance would approve and authorize the execution of an Agreement between the City of Washington and the Washington Volunteer Fire Department regarding compensation for the provision of fire and ambulance services for a period of November 1, 2016 through April 30, 2017. The total amount of compensation payable by the City of Washington to the Washington Volunteer Fire Department is \$325,000. These ordinances will be listed on the Monday, March 20th meeting agenda for action.

Police Chief Miller requested Council direction in making a purchase of one front line command vehicle which is slated for replacement in the FY 16-17 budget. He shared the trade in would be a 2011 Ford Expedition with approximately 152,000 miles on the odometer, which is driven on all three shifts by the sergeants. Fully funded in budget. He shared that after polling the patrol supervisors it was found that the F150 would best meet their needs and in addition, the F150 would presumably provide better resale value at the end of its service life, as trucks generally hold value better than SUVs. He shared that the maintenance and emergency vehicle up-fit costs (\$7,000), aside from the cargo drawer and bed cover, are expected to be similar to what has been in the past. He shared that the cargo drawer and bed cover are expected to cost about \$2,700. He shared that bids were sought from seven area dealers with two submitting bids and the state bid price as well. The three F150 bids are as follows: Uftring bid: \$28,001 (\$30,601 minus \$2,600 trade in) plus cost of cargo drawer and bed cover of \$2,700 equaling a total cost of \$30,701; State bid: \$27,988 (\$30,988 minus \$3,000 trade in) plus cost of cargo drawer and bed cover of \$2,700 equaling a total cost of \$30,688; and Mangold bid: \$24,703 (30,203 minus trade in \$5,500) plus cost of cargo drawer and bed cover of \$2,700 equaling a total cost of \$27,403. He shared that Council’s recommendation would also include authorization of \$7,000 for the equipment installation costs.

Alderman Butler moved and Alderman T. Gee seconded to authorize the bid be awarded to Mangold Ford in the low bid amount of \$27,403 and to authorize the additional equipment cost of \$7,000 to fit the vehicle for use. On roll call the vote was:

Ayes: 8 J. Gee, Brownfield, Moss, Dingledine, Moehle, Brucks, T. Gee, Butler

Nays: 0

Motion declared carried.

Police Chief Miller provided a brief background and consolidation mandate and summary of where things stand as we work towards a July 2019 deadline for 911 consolidation implementation. He shared the general direction by the stakeholders in the county, thus far, is to form a singular dispatching entity that would operate with two Public Safety Answering Points (PSAPs), with one servicing Tazewell County Sheriff’s Office, Pekin, and the smaller southern entities and the second serving East Peoria, Morton, and Washington. He shared that there is a general consensus among most stakeholders to move in this direction. He shared that the Emergency Telephone Systems Board (ETSB) does not have the requisite skills for fully developing a consolidation plan, due to the highly-specialized equipment and operations, as well as manpower constraints, and have therefore decided to draft a Request for Proposals (RFP) for the purpose of hiring a qualified consultant to help ensure timely deadline completions as well as full compliance with the mandate’s specifications. He shared a draft RFP was composed by a subcommittee of the ETSB and is being submitted to the full ETSB today. He thanked Master Sergeant Stevens for his help in putting this together in record time. He shared the draft is included in this communication to help in gaining a fuller understanding of

Adopt ord, authorizing agreement, PACVB

1st reading ords, amending §112.20, increase Class F & decrease Class C (Casey's, 902 Walnut); authorize memorandum of agreement WVFD; authorize agreement WVFD

Purchase authrz for vehicle & equipment, Police Department

911 Consolidation Update

911 Consolidation Update, Cont.)	the scope of work involved and that our recommendation would be that ETSB pay for the consultant as well. He asked for Council’s input concerning the potential outlined direction that shows the northern PSAP location as Morton that would serve East Peoria, Morton and Washington and also sharing that consensus direction indicates showing one County umbrella with two PSAPs operating under one director. Mayor Manier asked for advantages and disadvantages and Master Sergeant Stevens shared that main advantage to the Morton option is that Morton has done a lot of work to advance that and we are on a short timeline where it needs to be done by July 2019, and for a project of this scope is a short timeline. He shared we are not locked into Morton, the RFP that the ETSB approved today to seek a professional consultant on what options are viable for us. He shared the disadvantage would be that I would like to see in Washington but we do not have a building available and an expansion is not viable for us. Police Chief Miller indicated that part of the cost savings is that Morton PD was built with the ability to expand. It was noted that East Peoria has no room to expand as well. Alderman Butler shared that the Public Safety Committee unanimously supported this concept that it be located onsite in Morton and to move forward speaking as one voice and get this unfunded mandate in public view. A brief discussion ensued on how we man our building for citizen’s expectations and dispatcher hiring expectations. It was the general consensus of the Committee that they are comfortable moving forward in the outlined direction.
Authrz progress payments #5 & #6, River City Construction, STP No. 2, Phase 2A	Public Works Director Andrews requested Council authorization to make progress payments #5 & #6 to River City Construction, LLC in the amount of \$670,755.78 for work completed through January 31, 2017 for the Phase 2A expansion of Sewer Treatment Plant No. 2. Alderman J. Gee moved and Alderman Moss seconded to authorize the request as presented. On roll call the vote was: <u>Ayes: 8</u> Dingledine, Brucks, T. Gee, Moehle, Butler, Brownfield, Moss, J. Gee <u>Nays: 0</u> <u>Motion declared carried.</u>
Authrz progress payment #15, HD Supply, AMR, phase 1	Public Works Director Andrews requested Council authorization to approve an amendment to the upper-end of the contract from \$2.2M to \$2,208,745.88 and to make progress payment #15 to HD Supply Waterworks in the amount of \$8,463.76. He shared that measured progress on the project to-date, including installation of the base station, field meters, and radios is complete and we are in receipt of supporting material and installation invoices in the amount of \$2,207,495.88 through February 13, 2017, including onsite training on the RNI software and the remaining portion of year-one hosting. He shared that final training on Sensus Analytics was provided on February 7th but has not yet been invoiced and expects an amount of \$1,250. Alderman Brucks moved and Alderman Dingledine seconded to authorize the requests as presented. On roll call the vote was: <u>Ayes: 8</u> T. Gee, Moehle, Butler, Brownfield, Moss, J. Gee, Dingledine, Brucks <u>Nays: 0</u> <u>Motion declared carried.</u>
Authrz progress payment #3, Tri-County Irrigation, AMR, phase 2	Public Works Director Andrews requested Council authorization to make progress payments #3 to Tri-County Irrigation and Plumbing in the amount of \$3,806.51 for work completed as part of the Automated Meter Reading Project, Phase 2. Alderman Dingledine moved and Alderman Brownfield seconded to authorize the request as presented. On roll call the vote was: <u>Ayes: 8</u> J. Gee, Moss, Brucks, Butler, Moehle, T. Gee, Brownfield, Dingledine <u>Nays: 0</u> <u>Motion declared carried.</u>
Budget Review, Group 3	City Administrator Culotta provided the following: 1) <u>Sewer Operations</u>: operations increase of 37% due to replacement of I-beam/crane to lift pumps; inflow and infiltration study; water and sewer rate study; electricity increase due to increase in rate and more equipment as result of STP2 expansion; and polymer sludge press chemicals. The rate study to provide ongoing maintenance and capital costs going forward, capital purchases budgeted include \$192,000 not included in CIP since under \$50K, and reserves of \$3.4M will be spent down by \$300K leaving a balance in excess of the minimum standard. 2) <u>Sewer Subdivision Development Fee</u>: no anticipated expenses. 3) <u>Sewer Connection Fee</u>: no anticipated expenses. 4) <u>EPA Loan 1997</u>: EPA loan refinanced into Morton Community Bank loan, final payment of \$196,344 due 8/1/2017. A result of requirement to set aside balances and restricted funds as term of the agreement, 400K has been set aside, no longer a need to have them restricted and can be returned to where they originated in the Sewer Fund balance and changes can be made as we are directed by Council to do. An alternative would be to designate it to a particular project but don’t have to make decision tonight it can come later. 5) <u>EPA Loan 2009</u>: existing (interest free) EPA loan with debt service payments of \$289,446 due 11/2030, funded 100% through connection fees and same type of restrictions to remain in place. 6) <u>EPA Loan – Phase 2A</u>: new EPA loan with anticipated annual debt service payments of \$238,000 due in 20-years, funded 80% through sewer user fees and 20% through connection fees with same restricted funds. 7) <u>STP2, Phase 2A Construction</u>: construction substantially complete FY 16-17, remaining payment of \$1,650,000 of \$4,157,500 project; we are budgeting for this FY, 80 20 split. 8) <u>STP2, Phase 2B Construction</u>: estimated project cost is \$5,917,500 of which is \$2,067,500 budgeted for FY 17-18; long term project will extend beyond this, annual debt service payment of \$375,000. 9) <u>Legislative/Administrative</u>: operations decrease of 13% due to reduced website consultation & Personnel Manual legal fees and leaves room for strategic plan efforts. 10) <u>City Hall</u>: operations increase of 4% attributable to increased electricity rates and property insurance increases. There were no questions and Public Works Director Andrews shared that the comment on Sewer Operations referencing capital needs to be updated to \$50K not \$5K.

City Administrator Culotta presented the 5-year CIP for review and comment noting that staff has taken Council’s direction from two previous meetings and amended the CIP showing priority to the Nofsinger Realignment and reconstruction of road and underground utilities on the City’s east side. He shared that as previously discussed, the use of surplus funds is addressed in detail with preliminary estimates showing \$8.3M in surplus cash in the General Fund. He shared staff proposes using \$3.1M of those dollars to accomplish these noted priorities as well as some one-time capital expenditures. He shared that staff recommends continuing to evaluate new revenue streams after adoption of the FY 17-18 budget and CIP in order to finance deferred capital maintenance of City roads and utilities and the study of utility rates will provide important information to aid our ongoing capital planning as well.

Capital Improvement
Plan – FY 17/18 –
21/22

City Administrator Culotta went over the street related work on the east side of the City where some underground utility replacement is involved noting the following: Lawndale Avenue reconstruction (engineering & construction) is shown for this FY; Hilldale Avenue reconstruction (engineering only) is shown for the FY and would address construction next FY, noting that water and sewer funding is shown on these two projects as well; and Jefferson Street mill & overlay is being shown this FY. Public Works Director Andrews shared that there is no underground on Jefferson Street, and as a major collector, consumes the surface at a faster rate so that is why you are seeing a faster resurfacing turnaround on this roadway. Alderman Butler asked how many miles for Jefferson and Andrews replied 2.5 miles. Alderman Butler commented that it is below our annual requirement to have a 21-year cycle and Andrews replied that it is below. Alderman Butler asked how many miles for Lawndale reconstruction and Andrews share .5 miles and if you look at cash flow we anticipated at the soonest start in late fall early winter to allow the contractor to do underground work so we anticipated the budget at 1/3 2/3 cash flow on the roadway elements and more of a 75/25 on the underground elements depending the extent of sewer rehab vs. just straight water main either replacement or directional bore which might be more ideal in that area. Also, we were looking at I&I results and possible enhancements to the storm sewer. Alderman Butler stated his concern is the surplus won’t last very long, we have to have a source of revenue to keep this pace. City Administrator Culotta referenced his recommendation in the background material that after the budget we have to have a conversation about other possible revenue streams that we can consider to bridge the gap. Andrews shared a key component with Hilldale and Lawndale are they are Federal Aid eligible routes being minor collectors and our pursuit puts us in a good position for federal funding if a program should develop. Culotta shared that the Nofsinger Road realignment would have a likely local match of \$750K and that money is being shown for Freedom Parkway and Lakeshore Drive for engineering in order to be more successful in acquiring outside funding should it come available. Andrews shared that we have preliminary plans for Freedom but no project development report (PDR) that is favorable to have for federal funding, not recommending that we do a PDR, but the engineering will march us ahead just far enough if an opportunity were to present itself. Culotta shared that streets is not showing the sealcoating portion, which will be presented next Monday with the Streets budget. He went over several storm water management items that were noted as well as items noted in both the water and sewer funds. Regarding the sewer fund, Andrews shared the following in regards to the Frost property SSO remediation: the property is outside of City limits but adjacent to the sanitary interceptor for the west end of town; appears that an agreement was issued when they negotiated easements across the property years ago where the house was allowed to come onto the sewer; there are issues on how that was tied into coming onto the sewer; there are some surface sanitary overflows at times; working with them this FY to address it from the household standpoint but have some modifications to the trunk line to accommodate the house and where it was in regards to the easement. Culotta then went over the water and sewer fund balances. There were no further questions.

None.

Aldermen’s Comments

At 7:55 p.m. Alderman Butler moved and Alderman Moehle seconded to adjourn. Motion carried unanimously by voice vote.

Adjournment