

**COMMITTEE OF THE WHOLE
MONDAY – FEBRUARY 13, 2017
LIBRARY MEETING ROOM - 380 N. WILMOR ROAD
WASHINGTON, ILLINOIS**

Mayor Manier called the Committee of the Whole meeting of February 13, 2017 to order at 6:30 p.m. in the Library meeting room at Five Points Washington.

Present: Aldermen Brownfield, T. Gee, Moss, Butler, Dingledine, J. Gee, and Moehle.

Absent: Alderman Brucks was absent.

Also present: City Administrator Culotta, Public Works Director Andrews, Controller Baxter, P & D Director Oliphant, Police Chief Miller, Master Sergeant Stevens, City Treasurer Dingledine, and City Clerk Brown.

MINUTES

1. Aldermen wishing to be heard on non-agenda item – None.
2. Citizens wishing to be heard on a non-agenda item – Lili Stevens shared that she has sent an email to the elected officials and would like a study done about the City becoming non-partisan in their elections as she will not be able to vote in the upcoming Republican primary election and still keep her Democratic Election Judge status. Mr. Paul Spiezio expressed his views on the overhead rate that was presented as part of the Dallas/Cruger roundabout engineering study that was presented to City Council last week and how it differs and is higher than the study being presented this evening on the Centennial recreation trail. Mayor Manier shared that the City did not vote to build a roundabout only to do a study, which is an obligation we have with the \$250K that we received from IDOT prior to the 2013 tornado. He shared the realignment of Nofsinger Road is coming to this intersection and we are obligated to perform the study whether it is a roundabout, a four-way stop, or to leave as is.
3. Approval of Minutes: Alderman J. Gee moved and Alderman Moss seconded to approve the minutes of the January 3, 2017 special and January 9, 2017 regular Committee of the Whole meetings. Motion carried unanimously by voice vote.
4. **BUSINESS ITEMS**
 - A. Presentation: Peoria Area Convention & Visitors Bureau (PACVB), Mr. Don Welch – Mr. Don Welch, President/CEO introduced Sherrill West, Executive Committee Member on Board of Directors, Cory Hatfield, Director of Sales, and Cara Allen, Director of Marketing. He shared that it has been good to work with City Administrator Culotta on re-negotiating and refreshing our agreement with the City of Washington that has been in place since 2009. Cory Hatfield went over the sales efforts that have been happening for the City of Washington and Cara Allen went over several additional items in the new agreement that will be happening for the City of Washington. Sherrill West expressed her support for what the City is getting for their dollars in terms of what we receive through the PACVB. Don Welch thanked his staff and asked for question. Mayor Manier asked if it has gotten any easier to get good counts on hotels being used for events and Don shared that it is industry wide and still very difficult to get those numbers defined. Alderman Butler expressed his appreciation for the type of marketing being done for the City and the refreshed content within the new agreement.
 - B. Strand Associates Presentation: Sewer I&I Study – Public Works Director Andrews shared the following prior to the presentation: 1) a revised scope of services was approved with Strand & Associates for the completion of the Phase 2B Interceptor Sewer on April 3, 2016; 2) the revised scope included upstream basin flow monitoring to help support design engineering; and 3) the findings of this monitoring and how it both impacts the sizing of the trunk line sewer and supports capital improvement planning for the sanitary sewer system is being presented this evening. He

introduced Brian Molenaar from Strand & Associates who gave a brief overview of what they have been doing in line of the study this past year and introduced Mike Waldron to present the findings. Mike shared a PowerPoint that outlined the flow monitoring they have done with meters that were placed on the trunk sewer as well as upstream of the trunk sewer where there are systems that contribute. He shared the following: the intent of the I&I Study was to get a feel for what was actually getting into the trunk sewer line and also gives us a snapshot of what is going on in the system upstream of the sewer; the placement of the flow meter points in the system allowed us to break this down into six-sewer sheds which helps to determine what is going on in the basins which gives us a better feel for what is going on in the sewer system; the City's GIS allowed us a cross-check and we found good reliable correlation between the City's GIS data and what we are finding in the flow meters; a flow assessment in dry weather conditions was started and monitored for a four-month period that set a base level; the flow changes at different times throughout the day based on habit usage and how it affects the system when there are no outside influences (rainfall event) as well as when there are outside influences; a variety of rainfall events were looked at during this period because different events impact the system in different ways and three storm events were identified in particular: 1) July 6th, 1.77" in 4.5 hours, a 1.5-year event; 2) August 12th, 2.83" in 13.5 hours, a 6-month event; 3) August 30th, 2.3" in 4.5 hours, a 3-year event and how they impact the system differently; these storm events were then applied to the flow data and we conducted a wet weather evaluation where we looked at peak flow that took place and divided it by the average flow to get the peaking factor for these events noting that systems are generally designed with a peaking factor; we found a couple of worrisome peaking factors in a couple of the basins (flow meters 7 & 9, older parts of town); another factor we looked at is excess volume – how long does it take the system to get back to normal (30M gallons of excess flow came into system with August 30th event and moved through over a period of time which required additional pumping, additional man hours, additional chemicals and additional treatment at the Plant); inflow is reactive, rainfall quickly into system and infiltrations are generally underground and take a long time to pass through, a slower seeping of flow into system; through this process we determined that some areas aren't so bad but some are (basins 7, 9, & 5) which gives us an idea of what to look for within the basins; the next step is conducting the sanitary sewer evaluation survey (SSES) which assesses what the problems are and how they get fixed which becomes part of the capital program plan to budget out with priorities; an effective sanitary sewer maintenance rehabilitation program has to address specific goals making sure the system is in good working order and includes manhole inspections, smoke testing, and televising as part of identifying problems and building the capital program; and the private sector properties are more challenging but there is a trend happening now with private sector programs where problems are being fixed. Alderman Dingledine asked how long the monitoring has been in place and Mike shared that it was in place June through the middle of September. A brief discussion ensued on the private sector side of the equation and its effect on the plant.

- C. Centennial Recreation Trail: IL Transportation Enhancement Program (ITEP) Engineering Services Contract – Public Works Director Andrews clarified the structure of overhead rates for Mr. Paul Spiezio who shared a concern during citizen's comments. Andrews shared a brief summary of the contract that will be coming before Council for consideration at the February 20th City Council meeting. Alderman J. Gee shared that Public Works Committee wanted to bring this forward to Committee of the Whole to keep everyone informed and answer any questions. No questions were presented. It was the general consensus to move the contract forward to Council for consideration.
- D. Intergovernmental Agreement Land Conveyance, Washington Park District (N. Spruce & Sweitzer Park parcels) – P & D Director Oliphant shared that the three parcels (one on N. Spruce and two in Sweitzer Park) came to our attention while working through a verification process on City owned parcels. He shared the assumption has always been that the Park District had control of these three parcels and that is why consideration is being given to conveying the land to the Park District. He noted that the parcel across the street from the Park District building on N. Spruce is in pretty bad shape and they are planning for work to be done this spring. Alderman Dingledine shared that Public Works Committee recommended the land conveyance at their meeting last week. Oliphant also shared that the right-of-way showing in Sweitzer Park has no utilities and would be vacated as well.

- E. N. Main/Zinser Alley Name Consideration – P & D Director Oliphant shared that Jeannie Herbst is currently renovating an upper residential unit at 114 N. Main Street that has never had its own address. He shared there is not a number available in sequence that could be used on N. Main and E911 has gotten away from addressing unit numbers. He shared that the access for the upper residential unit is off the rear alley and therefore staff has proposed naming the alley ‘Herbst Lane.’ He asked for any concerns or objections to naming the alley and none were presented. I was the general consensus to move this forward to Council for consideration.
- F. Budget Review Group 1 (Police, Fire & Rescue, ESDA, Police Special Projects – Misc., Police Special Projects – Vehicle Seizure, Audit, Liability, IMRF, Social Security/Medicare, Personnel – City Administrator Culotta provided the following: 1) Police – overall budget increase of 7% in part due to operational costs of increased legal fees with two collective bargaining negotiations coming, increased professional fees related to policy manual/General Orders development & associated training, and software upgrades to help Investigations; 2) Fire & Rescue – operations decrease of 1% attributable to reduction on insurance and no change to contractual agreements; 3) ESDA – operations increase of 6% driven by maintenance to warning sirens repairs, and two-way polling of outdoor sirens to verify sirens are working properly without being on site as well as the ability to silent test the sirens (no dedicated funding source for this); 4) Police Special Projects – Misc. – overall decrease of \$4,800; 5) Police Special Projects – Vehicle Seizure – operations increase due to CAD software and transfers for purchase of tasers and camera upgrades; 6) Audit – remains same as prior year; 7) Liability – remains the same based on current policy projected with a 15% increase; 8) IMRF – projecting a 7% increase over estimated actual; 9) Social Security/Medicare – projecting a 7% increase over estimated actual; and 10) Personnel - Laborers agreement at 2.5% increase, Police PBPA, Dispatch FOP, and non-union at budgeted at 3%. Police personnel increases are due to a 35% increase in the Police Pension Fund tax levy and anticipated overtime for patrol & Sergeants to ensure 24/7 supervision. Workers Compensation increase of 5%. Health insurance increase of 5% assuming a switch to IPBC pool (per IPBC quote). A contingency amount of \$18,000 to consider reclassification of some positions going forward if council pursues changes in future. Increase in budgeted FTE for Part-Time Dispatchers from 1.35 to 2.4 in recognition of previous commitment to staff each shift with 2 telecommunicators. Mayor Manier asked that supervision overtime be shared at the next Public Safety Committee meeting on how it could work differently. Following a brief discussion, a summary of how the shifts are being staffed and how it is working in practice was asked to be brought forward for discussion at the next Public Safety Committee meeting.
5. Other Business – None.
6. At 7:57 p.m. Alderman Dingleline moved and Alderman Butler seconded to adjourn. Motion carried unanimously by voice vote.

Patricia S. Brown, City Clerk