

City of Washington
Public Works Committee
Monday, December 2, 2019 – Minutes

CITY HALL CONFERENCE ROOM
301 WALNUT STREET

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

Also Present: Alderman Daniel Cobb, City Administrator Ray Forsythe, Planning & Development Director Jon Oliphant, Public Works Manager Kevin Schone, Acting City Engineering John Anderson, Eric Hansen from CMT, John and Sharon Amdall, Chuck Boysen from Cambridge Estates HOA President, and Mayor Gary Manier.

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

1. Non-Alderman Wishing to be Heard: *None.*
2. Citizens Wishing to be Heard: *Eric Hansen with CMT introduced himself.*
3. Approval of Minutes: *Alderman Dingledine motioned to approve the November 4th minutes. Alderman Stevens seconded the motion. All approved.*
4. Business Items:
 - A. W223 Property Farm Lease – City Administrator Forsythe - The City issued an RFP for the cash rent of the W223 property in November 2017. A one-year lease was approved with the farmer, Aaron Vercler, for \$59,744.64/year. Mr. Vercler has agreed to the following terms during the lease extension: a) Extend the contract for 24 months with the same cancellation clause as the existing contract with an option for two 1-year extensions, depending on the status of development. b) Reimburse the City for the out-of-pocket insurance claim c) Include the cost of one farm access on Cruger Road which will be contracted by the City utilizing prevailing wages for an 8' concrete pad 8' x 72'. This \$5,184 cost will be included in the lease payment, paid in four installments on an annual basis. The Verclers proposed a bonus rent clause that is based on a formula that includes the necessary income split by the actual income based on the harvested yield and using the USDA price per acre. Staff recommends the City enter into a 24-month extension with the existing lessee and two 1-year options using the bonus clause payout. *The Committee discussed it. Alderman Dingledine made a motion to accept the proposal with the bonus clause. Alderman Brownfield seconded the motion. All approved.*
 - B. Capital Improvement Plan (CIP) Proposal – City Administrator Forsythe – The Council adopted the 2020 - 2023 goals which included a Capital Improvement Plan. Shortly afterward City Administrator Forsythe was approached by Terra Engineering to do a CIP for the City. Staff reached out to other engineering firms that had completed work for the City. CMT responded and both Terra Engineering and CMT have submitted CIP plans. Staff is looking for feedback regarding the proposals before taking the Committee of the Whole. *Alderman Dingledine requested forecasted income. Staff is working on providing a comprehensive presentation that will provide the information. The Committee will review them and provide feedback at a later time.*

- C. CIP Project Updates – City Administrator Forsythe – Staff have been diligently working on a spreadsheet that provides the status of the funds budgeted for the year’s Capital Improvement projects. City Administrator Forsythe reviewed the highlights on the spreadsheet and provided input on various projects. There are funds available under Non MFT usage that can be utilized to finish current projects. Alderman Stevens asked about the crack sealing for North Cummings that had not been completed. Public Works Manager Schone explained the delay was due to the weather and the salt residue left on the cracks. Stevens asked if it needed to be re-evaluated. It will depend if it can be completed before the Spring. The engineering design documents are 80% complete for Lawndale and 20% for Holland. There was discussion regarding the bricks on Holland. There was also discussion regarding City doing work on private property. The City has been in discussion with the engineers to determine the best method to complete the work. Stratford bridge will be bid on Dec. 19th. The challenge is the engineer’s estimate is considerably lower than the design estimate. Public Works Manager Schone provided an update on the Legion Road facilities. He believes the work can still be completed within this fiscal year. The work completion on the fire station’s roof is contingent upon the weather. IDOT paperwork has been corrected and is current for the MFT projects. It is ready to go to the bid letting which is scheduled for December 19th. The long-term plan to complete the realignment of Nofsinger Road through Washington 23 will not be completed with Federal funding but improvements to the intersections may be possible. Freedom Parkway/Lakeshore Drive project is moving forward with the engineering designs and obtaining cost estimates. IDOT stated if an extension is made to Freedom Parkway, that it needs to extend to Cummings. There was discussion regarding the increased traffic and pattern change around Walmart and Menards and the need for traffic control. Safe Routes to School are out for RFQ’s due on December 13th. Alderman Stevens expressed safety concerns regarding the intersection at Main and Cruger and suggested cutting from the existing trail behind the Middle school to Breeze Way to Cruger. The grant for the Rec Trail extension capital project expires March 30th. A request for an extension has been made. Square Streetscape project is on hold pending the State’s Historical Society’s study on the wall and IDOT Route 24 reconstruction. Public Works Manager Schone discussed the Public Works’ projects. Filter rehab is ongoing. The Council had voted to have the 100-year protection for the flood levy but there may be a more doable option available. Water tower number 3 is still an ongoing project. Water main replacement upgrades for Lawndale and Holland is still being investigated before proceeding. Public Works Manager Schone is waiting on return calls from Seven Brothers regarding the water tower painting. The CIPP lining is an ongoing project as repair lines are discovered. Improvements to the drying beds are complete. Stainless air piping is pending on the air box replacement. VFD upgrades at the lift stations will be completed. The equipment building at the Wastewater treatment plan is ready for the concrete but is contingent upon the weather. There are two bridges due for inspection in February. The City has asked the County to do the inspections since the City Engineer was also the Bridge Inspector.
- D. Proposed Code Amendment: Chapter 53.004 entitled “Design Criteria” – P & D Director Oliphant – Engineers utilized by the City of Washington recommended adding the following line to the code “Rainfall data shall be from the Illinois State Water Survey, Bulletin 70, Current Edition” in an effort to capture any design changes to these types of basins. This acknowledges that rainfall rates have intensified over the last 40 years.

Alderman Stevens made a motion to approve the recommendation to the City Council. Alderman Dingleline seconded. Motion approved.

5. Staff Updates:

A. Public Works Manager Schone –

- Looking for direction regarding the Cambridge Estates drainage issue. The drainage detention in the rear does not drain. The area has been investigated and options were discussed. **Keep looking at the options and revisit.**
- Looking for direction regarding the street sign ordinances. The ordinances are no longer accurate and are not consistent.
- River City Roofing is requesting to park a crane in eight parking spots on the Square in order to replace the roof at Blacksmith. **Committee requested that Public Works Manager Schone reach out to the owner and determine the need and see if it can wait until after the holidays.**
- He has reached out to the local post office and spoke to the acting Postmaster who said the mailboxes cannot be moved to the south side. Would like direction on whether he should keep pushing to have them moved or let it go. There was discussion regarding improper mailbox installation and the cost of replacing them and enforcing the ordinance.
- An email was sent to Donna Cemino regarding the findings and offering to have her view the video. He has not heard back from her yet.
- Discussed the sewer on Catherine St. that goes underneath a garage. They have to remove the driveway, repair the pipe then line it. A manhole needs to be installed on the Holland side to complete the work.
- Fire Department water usage for the community garden is not being metered. A meter should be installed.

B. P & D Director Oliphant – The latest STU process is going to have a call for projects in January, submittal in February and final approval of those projects in June. Believes still need to submit for Freedom and Lakeshore Drive and wants to make sure everyone feels the same.

C. City Administrator Forsythe – None

D. Acting City Engineer Anderson - None

6. Other Business:

A. Alderman Stevens – Do we do potholes by Jimmy Johns? Yes.

B. Alderman Brownfield – Were letters sent out regarding the sump lines? Public Works Manager Schone presumes so but will check with Becky.

C. Alderman Stevens – Is anyone on staff working on the burning ordinance and changing it? Thought that had already been done. She thought it was a done deal.

7. Adjournment: *Motion to adjourn at approximately 6:18 p.m.*