

City of Washington  
Public Works Committee  
Monday, January 06, 2020 – **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 Director Kevin Schone, Acting City Engineer John Anderson, John and Sharon Amdall, Raymond Houck, Bob and Allison Montgomery.

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: *Bob and Allison Montgomery would like to be added to the minutes for their attendance at the December 2<sup>nd</sup> meeting. Raymond Houck would like to have a street light added near the corner of Kingsbury and Westgate. Public Works Director Schone commented on the research that was done previously regarding a light on the corner. He volunteered to contact Ameren regarding*
3. Approval of Minutes – *Bob and Allison Montgomery need to be added to the attendance. Alderman Dingledine motioned to approve the December 2<sup>nd</sup> minutes based on the aforementioned edits. Alderman Stevens seconded the motion. All approved.*
4. Business Items:
  - A. Phase 3 Engineering Services Contract: Hutchison Engineering, Inc., Stratford Drive Bridge – Acting City Engineer John Anderson – Construction engineering services are necessary for the field inspection of the Stratford Drive Bridge. Construction is expected to start in Spring 2020. Staff requests a recommendation to Council to approve the agreement. *Alderman Stevens made a motion to approve the recommendation. Alderman Dingledine seconded the motion. All approved.*
  - B. Bid Award: 2019 MFT Contract – Acting City Engineer John Anderson – R.A. Cullinan was the only bidder with a bid of \$799,246.25 which is \$99,142 (14%) over the estimate. Staff requests a recommendation to the Council to approve the bid award. *Alderman Dingledine made a motion to approve the recommendation. Alderman Stevens seconded the motion. All approved.*
  - C. Bid Award: Stratford Drive Bridge – Acting City Engineer John Anderson – N.E. Finch submitted the lowest bid, out of three, at \$572,949.80 for the Stratford Drive bridge replacement project. Staff requests a recommendation to the Council to approve the project award. *Alderman Stevens made a motion to approve the recommendation. Alderman Dingledine seconded the motion. All approved.*
  - D. Contract Authorization: Safe Routes to School Engineering Services Agreement – P & D Director Jon Oliphant – Grant funding was received for two applications. The first application would be for three projects for District 51 which includes a 5’ wide sidewalk on Elgin Avenue, a 5’ wide sidewalk on Bobolink Drive and a new concrete pad near the entrance to Central Intermediate School. The second application would be for two projects for District 52 which includes an 8’ wide path on N. Main Street and a 5’ wide sidewalk on North Street. Staff released a Request for Qualifications to complete Phase I and II engineering for the projects. After reviewing the submittals, staff recommends entering into a contract with Terra Engineering to complete the work. *There was discussion regarding the locations and the logistics regarding the*

*construction. Alderman Dingledine made a motion to approve the recommendation. Alderman Stevens seconded the motion. All approved.*

- E. Surface Transportation Block Grant (STBG) Cycle Project Application Submittal, Freedom Parkway – P & D Director Jon Oliphant – The City would commit to applying for an FY 23-24 STBG project for about 2/3 of the remainder of Freedom Parkway at a local cost of up to \$750K. Currently budgeted funds would be utilized for construction for as much as the eastern 1/3 in 2021 upon completion of Phase I and II engineering. Staff is requesting feedback on the pending STBG call for projects specifically regarding applying solely for the majority of Freedom Parkway. *Alderman Dingledine believes we need to move forward with the project. Alderman Stevens and Brownfield agree. Alderman Dingledine made a motion to proceed. Alderman Stevens seconded the motion. All agreed.*
- F. N. Lawndale/W. Holland Reconstruction Projects – Public Works Director Kevin Schone – To move forward towards the bidding process for N. Lawndale and W. Holland projects, staff needs directions on finalizing the many details. Those details include possibly having two separate contracts, the length of warranty for private side installation, the length of time a resident has to comply with disconnecting any illegal connection, the length of time a resident will need to accept the Private improvements, seed or sod for the Private side and should the contractor be responsible for “Right of Entry” on the Private side. Staff is seeking direction from the Committee regarding these questions. *There was a discussion regarding the many concerns and obstacles for N. Lawndale. Alderman Stevens asked about what was in the current Municipal code. Alderman Cobb stated the penalty is \$100/day for non-compliance. She had attended a workshop that provided information and examples regarding these situations and provided the information to the City. Alderman Dingledine suggests doing 100% the first year and then the resident is 100% responsible. Alderman Brownfield reminded the possibility of hardships. He is in favor of it. Alderman Stevens believes there needs to be an education/communication for everyone on why this is being done. Alderman Dingledine discussed the timeline and suggested one year for compliance from the day the project is completed. Alderman Cobb asked if both systems were going to be maintained. No. He then asked, after the year was over, was the surcharge going to be in affect? Yes. City Administrator Forsythe reminded that the purpose of the lateral launch/search is to identify the ones who are not in compliance. Public Works Director Schone discussed the concern regarding the old pipe replacement, lack of easements and the direction of the lines. There are many concerns regarding obtaining a permanent easement due to established trees, sheds, fences, etc. Title searches will need to be completed. Regarding seed versus sod, Brownfield leans toward seeding. Stevens agreed. Should the contractor be responsible for the right-of-entry on the private side? It is private property and there are no easements. Director Schone believes when the contractor goes to the homeowner to set up the work, that the homeowner is giving the contractor authority to do the work and at that point, Public Works does not need to be involved. The Committee agrees. Public Works Director Schone discussed the issues regarding W. Holland and the layout of the laterals. Committee also discussed the driveway issue at 110 Holland. Director Schone will put in a service request to lay a temporary concrete patch so the family members can utilize the driveway. Alderman Cobb will contact the resident to discuss.*

5. Staff Updates:

- A. Public Works Director Schone – Title search for the trunk line for Sewer Treatment Plant number 2 has been completed. Regarding the Cambridge Estates drainage issue, Maurer Stutz has flown a drone over it. Currently awaiting options from them. Should have updates available at the February meeting. There is money budgeted for improvements at the Legion Road facility. One of the projects would be to abandon the septic tank and install an ejector pit. Previous bid for entire project was appr. \$62,000. But now with the current crew and equipment, the Public Works

crew can do the majority of the project and will only need Hoerr to bore a line across the road and estimated cost is only \$3800.

- B. City Administrator Forsythe – RFP for garbage and recycling is going out this week. Have received three applicants for the City Engineer. Job descriptions were approved at the last Council meeting. The Code Amendment is on tonight's council agenda along with the proposed pay plan and CIP project.
- C. P & D Director Oliphant – Looking for direction regarding an offer to purchase a small portion of the triangular piece of property located on the East side of town to house farm equipment. Kevin addressed the issues regarding the purchase. Committee is not in favor of the sale.
- D. Acting City Engineer Anderson – None.

6. Other Business:

- A. Alderman Stevens – What is the status regarding Donna Cemino? Director Schone talked to the insurance company who have determined that they are going to deny her claim. What is the status of the installation of the water meter at the Fire Department for the community garden? Director Schone stated there has not been any further communication at this time but he does have a reminder to contact them.

Alderman Dingledine made a motion to adjourn at approximately 6:14 p.m. Alderman Stevens seconded. All approved. Meeting adjourned.