

City of Washington
Public Works Committee
Monday, March 02, 2020 – **Minutes**

CITY HALL CONFERENCE ROOM
301 WALNUT STREET

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

Also Present: Alderman Daniel Cobb, Alderman Randall Black, City Administrator Ray Forsythe, Planning & Development Director Jon Oliphant, Public Works Director Kevin Schone, Acting City Engineer John Anderson, John and Sharon Amdall, Bob and Allison Montgomery, Walter Ruppman, Raymond Houck, Bob Linsley, Luke Demmel, Kevin Coulter, Matt Coulter, Jeff Day and Eric Shangraw.

Alderman Brownfield called the meeting to order at 5:04 p.m.

1. Alderman Wishing to be Heard on Non-Agenda Item: *None*.
2. Citizens Wishing to be Heard on Non-Agenda Item:
 - a. Raymond Houck wanted to follow up regarding the street light. Public Works Director Kevin Schone stated he did meet with an Ameren representative at the location. Director Schone is waiting for follow-up information from the representative.
 - b. Walter Ruppman appreciates the informational letter from Administrator Forsythe regarding the bidding on the Holland construction project. He would like more detail on what the intentions are for the future. Administrator Forsythe stated that they would have a better idea after the Lawndale bidding on March 25th and then a follow-up letter can be sent. He also had a process question regarding Business Item E for the proposed Ordinance for the Residential Solid Waste Agreement. Is it the role of the Public Works Committee to take the City Administrator's recommendation and approve it or to evaluate decision and make recommendations to the City Council?
3. Approval of Minutes – Alderman Stevens would like to have her suggestion to have Cambridge Estates pay for a portion in Business Item C stricken from the minutes. Alderman Stevens motioned to approve the Feb 3rd minutes based on the correction. Alderman Dingledine seconded the motion. All approved.
4. Business Items:
 - A. Contract Authorization: Freedom Parkway Phase 1 Engineering, Terra Engineering, Ltd. – Planning and Development Director Jon Oliphant – Director Oliphant reviewed the communication that described the process that led to request for contract authorization. The RFQ was released in December with a deadline of January 17. Nine firms submitted statements for qualifications. Staff recommends Terra Engineering. They completed Phase I and II engineering for the eventual realignment of the Nofsinger Road/US 24 intersection and has significant experience with comparable projects. The contract would be for a not-to-exceed amount of \$120,927.66. The FY 19-20 budget includes \$165,000 for engineering for Freedom and Lakeshore Drive. Staff has tentatively budgeted for an additional \$50,000 for Phase II engineering in FY 20-21 and \$60,000 to complete that in FY 21-22. ***Alderman Dingledine made a motion to move the item forward to the City Council meeting. Alderman Stevens seconded the motion. Motion approved.***
 - B. Contract Authorization: N. Lawndale Avenue Construction Engineering Services, Hutchison Engineering, Inc. – Acting Engineer John Anderson – Mr. Anderson reviewed the communication explaining that construction oversight services are necessary for the pending roadway

- reconstruction of Lawndale Avenue. Mohr and Kerr Engineering is the design engineer for the project but they do not have the necessary manpower to staff the project. Hutchison Engineering was selected since they will also be overseeing the nearby Stratford Drive bridge replacement. \$142,500 was included in the FY 2020 budget. This amount will be carried over and a total of \$198,500 will be budgeted in FY 2021. Staff is requesting the Committee's approval of the Contract for Services. ***The committee discussed the need for external engineering services even though the City is hiring a new engineer. Alderman Dingleline made a motion to move the recommendation to the City Council meeting. Alderman Stevens seconded the motion. All approved.***
- C. Lakeshore Drive Grant Funding Opportunity – Planning and Development Director Jon Oliphant – Director Oliphant reviewed the communication explaining the Surface Transportation Block Grant program and process, the application and projects, and the various costs and budgeted items. Staff is requesting feedback on whether to include any of the Lakeshore Drive construction in the upcoming STBG application. ***The committee and staff discussed it and agreed it should be included. Alderman Stevens made a motion to bring it before the Council. Alderman Dingleline seconded the motion. All approved.***
- D. N. Cummings Lane Property Development – P & D Director Jon Oliphant – Director Oliphant reviewed the communication regarding a local resident who has a contract ready to purchase a portion of Lot 3 of Heilman's Commercial Park and would like to develop it. A meeting was held and the sanitary sewer line connections, the various fees and ordinances were among the discussion points. Staff is requesting feedback on whether any relief should be given to the payment of the fees and/or sanitary sewer construction. ***The committee and staff discussed the development, fees and the ordinance. The consensus from the Committee was to bring it before the Finance and Personnel Committee in order to obtain a commitment regarding the finance portion.***
- E. Proposed Ordinance: Resident Solid Waste Agreement – City Administrator Ray Forsythe – Administrator Forsythe reviewed the communication explaining the PDC contract consideration for the residential solid waste and recycling services. ***The committee, City staff and PDC staff discussed. Discussion points included the limited recycling, the recycling industry, the E-recycling option, the cart program, garbage bag pick up, difference between PDC and AREA, notes left on carts, weight of garbage bags, if each address is required to have an account with PDC, yard waste options, walk up service and if routes would be consistent. Alderman Brownfield and Dingleline commented they favored the All-cart program. Additional questions were tabled and saved for discussion during the City Council meeting.***
- F. Staffing Requests – City Administrator Ray Forsythe – Administrator Forsythe reviewed the communication regarding three staffing requests from the Public Works department. The three requests are for a Foreman and a Laborer in the Distribution and Collections department and a Laborer for the Streets department. He explained the need for the positions along with the fiscal impact and requested feedback and direction from the Committee regarding the requests. ***The Committee, Administrator Forsythe and Director Schone discussed the requests, the need for the personnel, the timing of the requests, and the fiscal impact.***
- G. North Street Safe Route to Schools Update – Acting City Engineer John Anderson explained that a hole was found in the culvert during the survey. IDOT requested a scope change since the culvert needs to be replaced which would impact the sidewalk. Mr. Anderson submitted the scope change and is now waiting for the response/update. It is presumed that the sidewalk will be on hold until after the culvert is replaced.
- H. Downtown Square Updates – Director Jon Oliphant explained a south-side project was submitted to the County since the County indicated there was funds which they wanted to apply to ADA issues around the County. Director Oliphant is expecting the County to ask for matched funds from the City which he is anticipating will be an 80/20 request. He also explained that bids are anticipated to go out soon for the replacement of the Brecklin's wall and fencing and for the annual landscape watering and maintenance.

5. Staff Updates:

- Public Works Director Schone –
 - Director Schone wanted to inform the Committee that there will be a lead information notice sent out due to the Stratford Bridge project. It is an EPA requirement that has to be sent 14 days prior to the beginning of the project. The City is expecting calls from residents who will be concerned about the possibility of lead in their water. Director Schone is compiling facts and an informational page that will be sent with the notice along with a letter from the City to help calm the fears.

6. Other Business:

- Alderman Stevens –
 - a. When is the Spring Clean-up? Will it be in April? It will not be in April. It is in the contract for June but the Brush pick up will be in April.

Alderman Dingedine made a motion to adjourn at approximately 6:29 p.m. Alderman Stevens seconded. All approved. Meeting adjourned.