

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, JANUARY 28, 2019, 7:00 P.M.**

Members Present: Chairman Payleitner, Aldr. Stellato, Aldr. Silkaitis, Aldr. Lemke, Aldr. Turner, Aldr. Gaugel, Aldr. Vitek, Aldr. Bessner, Aldr. Lewis

Members Absent: Aldr. Bancroft

Others Present: Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Tom Bruhl, Electric Services Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Services Manager; Ken Jay, Engineering Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief; Chris Minick, Director of Finance

1. Meeting called to order at 7:00 p.m.

2. Roll Call

K. Dobbs:

Stellato: Present

Silkaitis: Present

Payleitner: Present

Lemke: Present – arrived at 7:05

Turner: Present

Bancroft: Absent

Gaugel: Present

Vitek: Present

Bessner: Present

Lewis: Present

3.a. Electric Reliability Report – Information only.

3.b. Natural Resources Commission Minutes – Information only.

3.c. Phosphorus Removal and Digester Improvements Project Update – Information only.

4. **OMNIBUS VOTE – Items with an asterisk (*)** are considered to be routine matters and will be enacted by one motion.

Items *5.a

Motion by Aldr. Gaugel, seconded by Aldr. Stellato. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

- 6.a. **Consideration of Agreement for Deferred Electric Utility Project Costs for the Crystal Lofts Condominium Development.**

Tom Bruhl presented. This is an agreement for your consideration to defer the Electric Utility Project Costs for the Crystal Lofts Condominium Development. We asked the developer, Jeff Funke, to attend the meeting this evening, but unfortunately he isn't here. The proposed agreement was developed by the City attorney and the terms have been agreed to by Crystal Lofts, LLC.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: No

Lemke: No

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Stellato, seconded by Aldr. Vitek. No additional discussion. Approved 6 to 2 by roll call vote. **Motion carried.**

- 6.b. **Recommendation to approve the 2018 Water Utility Master Plan.**

Chris Adesso presented. Staff is seeking approval of the Master Plan as a strategic planning document that can be used for programming capital projects, planning for future needs and to help ensure both short-term and long-term goals of the utility are met. Approval of the Master Plan does not constitute approval of any individual capital project or budgetary expenditure, nor does it alleviate the requirement of City Council approval of future expenditures to execute any planned projects.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Stellato, seconded by Aldr. Silkaitis. No additional discussion.
Approved unanimously by roll call vote. **Motion carried.**

**6.c. Recommendation to approve Phosphorus Removal and Digester Improvements
Project Change Order No. 6 to IHC.**

Tim Wilson presented. As part of the construction contract, IHC has drained, cleaned and completed a structural review of the north digester tank, its internal coating and other apparatus with a third party engineer. The inspection and structural report found the steel in the north digester was in poor condition and in need of several repairs. The internal coating of this tank was found to be in very good condition but due to the number of steel repairs needed inside the tank, the majority of the paint coating needs to be removed. City staff, IHC, our consulting engineer and a third party engineer reviewed the internal conditions and determined a complete internal coating replacement was warranted.

City staff, IHC and the consulting engineer continue to review the additional costs to the north digester and it was determined the contractor could effectively save costs on the digester insulation removal and replacement on the north digester. Collaboratively the contractor agreed to lower the insulation cost. Overall, the recommended balance of changes will increase the contract by \$107,564.70.

In addition to the increase in cost to the contract and changes in the scope of work on the north digester, the contractor has requested a time extension of 52 days. Staff and our consulting engineer have reviewed the project schedule and determined the time extension request is warranted.

Aldr. Lemke: How many times can those welds be fixed?

Mr. Wilson: They are all very small, but that is why we are going to drain the tanks approximately every five years so that we can inspect them sooner and see how everything is holding up.

Aldr. Gaugel: Is the 52 days factored into the schedule; in other words, does the 52 days start immediately or will they be coming back to us asking for more time if they get delayed by weather?

Mr. Wilson: The 52 days are factored in already.

No further discussion.

Chairman Payleitner: Kristi, would you call a roll, please?

K. Dobbs:

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Yes

Motion by Aldr. Gaugel, seconded by Aldr. Stellato. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

6.d. Recommendation to Update Title 8 “Health and Safety” Chapter 8.24 “Garbage and Refuse”, Section 8.24.030 “Collection Services” of the City of St. Charles City Code.

Tim Wilson presented. This is a housekeeping item; it was brought to our attention that several residents requested we adjust the timeline in the current code for refuse containers to be set out for collection.

Staff made the revisions and recommends the revisions be made to Title 8 “Health and Safety”.

Chairman Payleitner: I would like to add that we requested this because there are HOA’s that enforce our code with their homeowners, so those residents can’t put their cans out earlier than stated in our code. In the winter, when it is dark and icy, it would be much safer to be able to put garbage cans out during the daylight when you can see what you are doing.

Aldr. Lewis: And I requested we add “alleys” because there are a lot of alleys in the Fifth Ward and people put their garbage in the alley rather than in front of their house, so I wanted to make sure we had that covered in the code as well.

Aldr. Stellato: Can we make it so that residents need to have their containers set out by 6:30 a.m. on the day of collection, rather than 6:00 a.m.? Lakeshore can’t start collection until 7:00 a.m., so that still gives people time to get their cans on the curb. If we can make that revision, I will approve this.

Chairman Payleitner: Sure, that is fine with me.

No further discussion.

Motion by Aldr. Stellato, seconded by Aldr. Vitek. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6.e. Recommendation to approve Small Cell Wireless Facilities Design Standards.

Tom Bruhl presented. The City previously presented a new Ordinance section to cover Small Cell applications with City Right of Way in July 2018. The approved Ordinance has been added to the City Code Book as Section 13.24. Staff has developed design standards that are compliant with State Act 100-585.

Presentation by Tom Bruhl.

Aldr. Lewis: So we don’t have any choice in this?

Mr. Bruhl: Unfortunately no, this is a State Act.

Aldr. Gaugel: Can they go on the easement of a side or rear yard?

Mr. Bruhl: Yes, they are allowed to go on any utility easement.

No further discussion.

Motion by Aldr. Lewis, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

6.f. Recommendation to approve Wording Change to City Code “Small Cell Wireless Applications” Section 13.24.021 (B).

Tom Bruhl presented. This is a housekeeping item. A new Ordinance section was put into effect in July of 2018 for Small Cell Wireless Applications. It was discovered there was a small typographical error that does not change the intent of the Ordinance; it said

“or” and should be “and not”. We made the wording change and are asking for approval of the Ordinance.

No further discussion.

Motion by Aldr. Turner, seconded by Aldr. Gaugel. No additional discussion. Approved unanimously by roll call vote. **Motion carried.**

6.g. Recommendation to award Purchase Order for Substation Transformer Load Tap Changer Maintenance to ABB, Inc.

Tom Bruhl presented. A critical component of our substation transformers are known as Load Tap Changers (LTC), which allow us to maintain consistent voltage on the grid as ComEd’s line voltage goes up or down. Based on the age and number of operations, four of our LTC’s were targeted for maintenance this fiscal year; this is a planned and budgeted expense.

Purchasing went out for bids and received four proposals. ABB, Inc. was the low bidder; they are well qualified to perform the work and do it within our scheduled timeline.

Staff recommends awarding the Bid for Substation Transformer Load Tap Changer Maintenance to ABB, Inc. in the amount of \$39,380.

No further discussion.

Motion by Aldr. Bessner, seconded by Aldr. Turner. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

7. Executive Session

None.

8. Additional items from Mayor, Council, Staff or Citizens.

None.

9. Move to Adjourn Government Services Committee Meeting.

Motion by Aldr. Stellato, seconded by Aldr. Silkaitis. No additional discussion. Approved unanimously by voice vote. **Motion carried.**