

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, JANUARY 29, 2018, 7:00 P.M.**

Members Present: Vice Chairman Gaugel, Aldr. Silkaitis, Aldr. Payleitner, Aldr. Lemke, Aldr. Turner, Aldr. Bancroft, Aldr. Vitek, Aldr. Bessner, Aldr. Lewis (via telephone)

Members Absent: Aldr. Stellato

Others Present: Ray Rogina, Mayor; Mark Koenen, City Administrator; Peter Suhr, Director of Public Works; Chris Adesso, Asst. Director of Public Works - Operations; Karen Young, Asst. Director of Public Works – Engineering; Tom Bruhl, Electric Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Works Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief; Chris Minick, Director of Finance

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

Aldr. Payleitner: I would like to make a Point of Privilege before the roll is called, but I would like to offer an explanation. I was supposed to be out of town and before I left, I asked Aldr. Gaugel to Chair tonight's meeting so since he is prepared, I hand over the gavel.

2. Roll Call

K. Dobbs:

Stellato: Absent

Silkaitis: Present

Payleitner: Present

Lemke: Present

Turner: Present

Bancroft: Present

Gaugel: Present

Vitek: Present

Bessner: Present

Lewis: Present (via telephone)

3. Motion to approve Ald. Lewis to attend this meeting via telephone.

Motioned by Aldr. Lemke, seconded by Aldr. Bessner. Approved unanimously by voice vote. **Motion carried**

4.a. Electric Reliability Report – Information only.

4.b. Active River Project Update – Information only.

5.a. Recommendation to approve Parking Lot, Street Closure and Use of Amplification Equipment for St. Charles Cruise Nights.

Police Chief Jim Keegan presented. This is the 8th year we have done St. Charles Cruise Nights. The information is contained in your packets; these run on consecutive Tuesdays and there are some rain dates identified.

No further discussion.

Motioned by Aldr. Bancroft, seconded by Aldr. Turner. Approved unanimously by voice vote. **Motion carried**

5.b. Recommendation to approve Street and Parking Lot Closures for the 2018 Sly Fox Half Marathon.

Police Chief Jim Keegan presented. This is the third annual Sly Fox Marathon to be held on April 21, 2018. There have been no issues with the two previous events.

Aldr. Payleitner: Did they close parking on Dean Street last year or is that new? I just want to make sure the neighbors have advance notice because that will probably mean no overnight parking for them.

No further discussion.

Motioned by Aldr. Silkaitis, seconded by Aldr. Vitek. Approved unanimously by voice vote. **Motion carried**

6.a. Update Presentation for the New Police Facility – Information only.

Peter Suhr presented. Our last update to you was in November, so we wanted to bring you updated information. We have an aggressive schedule we are going to show you tonight that is going to require continual update at Committee level, most of which will require you to give a nod that we are doing the right thing so we can move from one phase of the project to the next.

As you know, Riley Construction joined our team a couple months ago and along with FGM Architects, the project team has been working diligently through the schematic design phase of the project. Tonight is an opportunity for us to give you a preview of the work we have been doing in this phase and present the latest project schedule to you as well. Next month we will be asking for your approval of the schematic design phase so that we can move on to the design development phase. The slide in front of you describes the linear project approach by phases. We will be asking for your approval at the end of each one of the phases in order to move on to the next one.

Presentation by Peter Suhr.

Aldr. Payleitner: Are we providing parking for the doctor's office?

Mr. Suhr: It is shown that way right now, we have not finalized that deal; but they do have rights to park on our property.

Aldr. Payleitner: How big is the community training room?

Chief Keegan: It seats 80 people.

Aldr. Silkaitis: Back to the doctor's office. If we are obligated to provide them parking, at what point do they have to pay for some of these improvements?

Attorney McGuirk: They have designated parking spaces on the south and they have general easement rights to parking beyond that but we do have to allow them to park somewhere. We have reached out to them to talk about where the parking should be. In those agreements, they do reimburse the City for their proportionate share of maintenance costs. I can't say how it's gone over the years, but there is language in there.

Aldr. Silkaitis: But since we are starting fresh we can enforce the rules that are already there?

Attorney McGuirk: Correct.

Aldr. Silkaitis: We are going to create entrances and exits for all these businesses. Do they have an obligation to participate in this improvement or not?

Mr. Suhr: The maintenance agreement that Attorney McGuirk was just speaking of will also include maintenance for those shared corridors for snow plowing and maintenance of those drives so yes, that is in place right now.

Aldr. Lemke: Is there any cross access allowed behind Rookies?

Mr. Suhr: We designed our facility within the redline to accommodate our needs so if there is any extra parking in the areas that you suggested and we can utilize those in the

interim that would be fine. Our team didn't want to plan for that recognizing the site may be developed and the parking might go away.

No further discussion.

6.b. Presentation of Pavement Management – Information only.

Karen Young presented. I'm here tonight to present the Public Works initiatives regarding the maintenance of the City's roadway infrastructure system and to memorialize our proposed Pavement Management Program. The Public Works Engineering Division has been working over the past year to gather data, evaluate information and research to come up with the proposed options for this program.

I would like to take a moment to thank our team; there have been a lot of people involved in putting this together. I also wanted to introduce Ken Jay, he comes to us from the Village of Elk Grove; Ken has been with us for about a year and he has been tasked with gathering a lot of the data and helped prepare the report that you are going to see tonight. Ken is also the person out in the field during construction with our street program.

Tonight's presentation does not have a formal recommendation, but we are happy to answer any questions that you have at the end of the presentation.

Presentation by Karen Young.

Vice Chairman Gaugel: Thank you, Karen; that is a lot of great information and a lot of hard work went into that.

Aldr. Lemke: I think this is great that we are entertaining a broader choice of options. But the pozz base is probably deteriorated already so I hope we don't ignore it and put money entirely in the crack sealing. The best take away from this is when someone calls us and says they have a pothole and they want the whole street replaced, we have a structured basis on which to say this is why we are doing crack sealing and not total replacement.

Mrs. Young: Absolutely. And this plan does not ignore the pozz; if anything, this plan is addressing it. This plan incorporates everything, it tries to balance and blend the entire program. It is going to take some time to get those streets completed and we are going to have some different techniques to get there.

Aldr. Lemke: Can some of the pozz base without high traffic be stretched?

Mrs. Young: We've done that already; for example, Highgate Course was in very poor condition and we had to make a choice to either forsake our whole program for one road or look at a different strategy. We are going to have to do maintenance strategies in the short term until we can get to reconstruction.

Aldr. Bessner: Is there an average or basis point in determining the overall age of the entire roadway system?

Mrs. Young: If I understand what you are asking, do we know the age of all our roadways?

Aldr. Bessner: Yes, that is part of the question. I'm just trying to determine if we have done this in the past; reconstruct, resurface or repair a majority of our roadways at any given time over five or ten years.

Mrs. Young: The City has been doing reconstruction and resurfacing over time. This program identifies exactly what the problems are. In the past, we have done things on a visual need and this takes into account a more holistic approach. We need to determine how much money we need to achieve the goals that City Council desires; if it's only what we have today, we have to come up with strategies on how to use that money, or if we determine that we increase it, then our plan is to have a holistic approach to try to touch everything.

One thing I didn't talk about is there was significant growth in Kane County and the City at one time. Some of the things that are coming down the pipe are major subdivision developments that we constructed at the same time. Those are things we really have to start projecting for. If we keep on the approach that we are going, those are going to hit us so fast we are not going to be able to address those needs.

If your question was in regard to the age of pavement, we have done a fantastic job on research to document it. Each year that we do a program, we input that data into the program.

Aldr. Bessner: Is a 50 year road more expensive overall because of its age?

Mrs. Young: Pavement design is typically a 20 year design, meaning you are going to resurface it after 25-30 years; you don't reconstruct the road after 20 years. We may do two surfacing in 50 years and then re-evaluate it again. If you have good drainage and good base under the pavement, it can last a really long time.

Aldr. Bessner: So a lot of this is maintenance.

Mrs. Young: Yes, there are roadways that were constructed during a time when pavement standards were different and we are finding that are really thin. Those are some of the things we have to start to look at when we go back to these roadways.

Aldr. Payleitner: Roads are one of the most important things that we do. If we ever get to the 25 year resurfacing cycle, at that point, is there ultimately a cost savings?

Mrs. Young: A cost savings in the term that we are able to do more. We will be able to distribute the funds across a greater amount of pavement and also changing the type of improvements we are doing.

Aldr. Payleitner: So that's the goal, it's not to get to a point where our maintenance costs are decreased or anything like that.

Mrs. Young: The more you maintain roads when they are newer; you are not getting to a point where you are doing bigger patches so you will see a savings in a different way.

Aldr. Turner: We need to keep assessments going to get money from the County; the only people who are being hurt by this are the residents because this is going to cost them more money down the road.

No further discussion.

6.c. Recommendation to approve Change Order with Hooper Corporation for Overhead Contractor Services.

Tom Bruhl presented. Hooper Corporation was the low evaluated bidder for Time and Equipment rate. They have been on staff working with us since November; right now they are on Rt. 31 working their way south from Red Gate. We finished our pole inspection program which resulted in a much bigger set of poles that we need to address. There are 14 that are priority which means they are so rotted they could fall over any day, and then 112 that are in varying stages of deterioration inside. On top of that, we have about 800 they found some other defect that requires some of type of remediation.

The original purchase order got us three months of their contract labor and that was partially an evaluation of how this crew was working, how their operations are, how their public relations are, how they deal with traffic control. All these finer points are things that can create significant problems. The goal is to extend them on the poles until April 30. It also keeps them on property in the event we have a spring storm, we would have first right of refusal.

It is my recommendation to approve a change order with Hooper Corporation for overhead contractor services for \$288,000.

Vice Chairman Gaugel: 800 poles seems like a lot. What portion of that do you feel this \$288,000 would cover?

Mr. Bruhl: This \$288,000 will get us another 30-40 people off the reject list. These poles have our Three Phase on them, so if they were to fall over, it's going to be a major outage, widespread with major damage.

No further discussion.

Vice Chairman Gaugel: Kristi, could you call a roll please.

K. Dobbs:

Silkaitis: Yes

Payleitner: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: No vote (Vice Chairman)

Vitek: Yes

Bessner: Yes

Lewis: Yes (via telephone)

Stellato: Absent

Motioned by Aldr. Turner, seconded by Aldr. Bancroft. Approved unanimously by roll call vote. **Motion carried**

6.d. Recommendation to approve Purchase Order with Archon Construction for Legacy Substation Concrete Footer Work.

Tom Bruhl presented. We received four bids for the concrete footers. The low bidder was contacted because they were less than half of everyone else so we suspected something was missed and in fact there were four foundations they left off their bid and they provided an alternative to bring it up, but after the bid is open, that is an unfair thing to do. We talked to them about the fact that we couldn't accept their bid unless they were willing to do the whole scope of work for what the originally bid and they did not want to do that. We rejected their bid as not complete.

The next low bidder was Archon Construction who is the contractor who built the rest of the substation so they are familiar with it; they are familiar with the specs. We covered everything with them to make sure everything was included in their bid and it is all confirmed.

It is my recommendation to award a Purchase Order with Archon Construction for the Legacy Substation Concrete Footer work in the amount of \$107,300.

No further discussion.

Vice Chairman Gaugel: Kristi, please call a roll.

K. Dobbs:

Silkaitis: Yes

Payleitner: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: No Vote (Vice Chairman)

Vitek: Yes

Bessner: Yes

Lewis: Yes (via telephone)

Stellato: Absent

Motioned by Aldr. Bessner, seconded by Aldr. Lemke. Approved unanimously by roll call vote. **Motion carried**

6.e. Phosphorus Removal and Digester Improvements Project Update – Information only.

Tim Wilson presented. I'm here to give the Committee an update on the Phosphorus Removal and Digester Improvements Project. We haven't had an update to this point because of the weather, but now the contractor is on site and we are moving forward with the project so you will see an update on a monthly basis, either in the Administrative Section of the Agenda or if I have something for your approval, there will be a presentation.

Presentation by Tim Wilson.

No further discussion.

6.f. Campton Hills Water Tower Painting Logo Design – Information only.

Tim Wilson presented. My intent of this conversation is to get your opinion about the logo and the painting of the Campton Hills Water Tower. The Campton Hills Water Tower is located at the intersection of Rt. 64 and Campton Hills Road. We are in the design phase now, getting the bid documents ready for the painting, and pending budget approval, we would like to go out to bid in May and paint it sometime between July and October. We are making it a bigger window so we can get competitive bids.

The project budget for this is \$850,000 which includes a complete sandblasting of the tank inside and out which will also including skirting. Our recommendation is to use the same logo design we used for the Red Gate Water Tower; there will be some minor differences because of the shape. The stem will be white, the underside of the tank will

be blue and there will be a larger area where “St. Charles” will be, so we are considering upsizing the lettering and the fox itself, and there will be a blue line at the top of the tank.

Aldr. Bessner: I think it is okay to stick with the same design. “St. Charles” is currently written on three sides; can you still do that?

Mr. Wilson: Yes, I believe so. We have a lot more space on this one so I believe we can look at the spacing differently to accomplish that.

Aldr. Lemke: I would agree with Aldr. Bessner’s comments.

Aldr. Gaugel: I would go off of lessons learned from the Red Gate Water Tower, since myself and Aldr. Krieger were called by residents who were within viewing range; are we doing something to notify the surrounding neighbors of the changes?

Mr. Wilson: We will definitely notify the neighborhoods of the construction because they will be concerned about the sandblasting operations and paint drifting. As far as the look, we weren’t planning on providing that, but we could put up a project page on the website.

Aldr. Gaugel: I would cover it in the DEN that there are changes coming to the water tower, to at least get the word out.

Aldr. Turner: My whole neighborhood sees that tower and I’ve never had any complaints about the design itself, so I would say if you want to do exactly what’s on the Red Gate Water Tower, I wouldn’t see anyone being angry about that.

No further discussion.

6.g. Refuse Contract Discussion – Information only.

Tim Wilson presented. I would like to present you with information about conversations we have been having with surrounding communities and a study that we did regarding refuse contracts and trends that we are seeing in the industry. At the end of the conversation, I will be looking for feedback on a fully automated refuse collection program.

Our current contract with Advanced Disposal expires June 30, 2018. Typical contract length is five years; the original contract started in 2008, we extended the contract in 2013. Batavia and Geneva have the same expiration date. We have had conversations with their Public Works Departments about a joint contract, much like our sewer lining program.

In preparation of the upcoming bid, we have reviewed about 13 other contracts in the Fox Valley area; we are seeing a lot of trends in services provided and the fees paid by

residents. Currently our program is a sticker and cart rental program. Contractors are starting phase out these programs by driving the costs up, and there are several reasons for that; higher labor costs, higher labor injuries, they need more equipment on the roads, a sticker program is the lowest productivity option and there is newer technology that has come along in the last ten years since we have rewritten our contracts.

Geneva and Batavia Public Works Departments are both presenting to their City Council this month also and then we will get back together to share what was discussed. In the Fox Valley area, several communities have moved away from the sticker program because of all the higher costs and increased sticker fees. The alternative to a sticker program is a fully automated program which is again driven by technology in the trucks. The fully automated program means that everyone has a uniform garbage and recycling bin. Our current program allows residents to have bags with stickers and different shapes and sizes of refuse cans which causes the operator to hop out at every stop. With the fully automated program, the driver can stay on the truck and quickly move down the street, increasing the economics of refuse pick up.

Regionally we see a reduction in cart rental costs by communities that have gone to a fully automated program. Because our contract is 10 years old, some of the language is outdated. There are additional services that other communities are receiving for that lower cost that we may want to add to our contract. There are options available for the half bag program that is in the contract now. Another benefit of going to the fully automated program is that it will promote City beautification.

Over the next several months, Public Works is going to work with Geneva and Batavia to see if we can update our contract language to meet the needs of all three communities and we are going to look at options that we might not be taking advantage of like other communities are such as yard waste, electronics, bulk items and emergency services. I would like to collect your general thoughts about us moving to a fully automated program.

Aldr. Silkaitis: How are you figuring the cost savings? Everyone buys stickers and uses them differently.

Mr. Wilson: The savings is for residents who are currently renting toters. We can provide plenty of options of different size toters for lower use residents. Those are the things we are going to work through and then come back to you with an update and ask for your feedback.

Aldr. Silkaitis: Where do you store these toters, the two big ones? A lot of times I see them and they are sitting on the side of the house. So the street is beautiful, but now the side of the houses look bad because there is no room to store them in the garage. That's one concern I have; you are fixing one problem, but you are creating another.

Mr. Wilson: We can continue to have a discussion about that and determine how we want to handle that.

Aldr. Payleitner: So there will be different sizes and they will still be efficient with the automation?

Mr. Wilson: Yes.

Aldr. Payleitner: I think this is great. My son lives in Glen Ellyn and they are 100% automated. It's amazing how efficient their garbage day is, but it took a lot of training; cans have to be so many feet from the curb, etc.

Mr. Wilson: We have those rules now, so our residents should be used to it.

Aldr. Lemke: If we have options for smaller totes, I think that would be good. I would like to know if they would be able to nest, one inside the other. Also, if they are going to be involved in leaf pick up, it would be helpful to know more about that. It would be helpful to know what other communities are doing about leaf pick up, either in bags or on the parkway and if brush pick up is included in that.

Aldr. Silkaitis: How can we recycle batteries?

Mr. Wilson: Kane County holds events; I believe there are flyers in the lobby of City Hall and at the Public Works facility. Also, Kristi is saying you can take them to Batteries Plus.

Vice Chairman Gaugel: Is there someone from the public who would like to address the Committee?

Tish Powell, I am the Municipal Marketing Manager with Advanced Disposal. I'm joined by Chris Rooney, General Manager for the Batavia Hauling Division. Our address is 1660 Hubbard Avenue, Batavia, IL. I would like to thank you for your business and your continued trust in us in providing services to your community. Obviously we have been your contracted service provider for a number of years and we appreciate the partnership. I also want to thank your Public Works team; it is always great working with them. They are very attentive and work very hard for your community.

We are here to answer any questions you have about our program. Tim did a great job talking about the trends in the industry. One thing I would add about why you are seeing communities move away from the sticker based program is that everyone doesn't participate in the cost and that's why you are seeing the sticker rates go up so much. Probably the best example of what that looks like for municipalities is your sewer and water service; regardless of how much water and sewer service you use, there is typically a service charge that everyone pays just to make sure that service is provided to each resident. With sticker based programs similar to what the Tri-Cities currently have, there

is no base fee that everyone pays regardless if they put out a bag every week, every other week or every month. Obviously we as a contractor have to run those expensive trucks up and down the street every week to pick up garbage. When you spread that cost more equitably across the board, that's why you are seeing the rates go down significantly in the fully automated programs because everyone is sharing in the cost of that service.

Vice Chairman Gaugel: So if you have someone who doesn't produce much garbage, maybe one bag a month, their cost presumably would go up. Like you said, everyone shares in the cost, but the cost could go up for someone who has limited garbage on a weekly basis.

Ms. Powell: But that is pretty rare. I'm big into sustainability and I recycle a lot myself at home but we still manage to fill up at least ½ a 64 gallon toter of trash every week. Unfortunately the reason a lot of people think they are recycling everything they possibly can and don't generate a lot of trash is because they are unfortunately throwing a whole lot of things in the recycling container that are truly not recyclable, which gets to another issue that is not unique to Advanced Disposal, but industry wide and that is the crisis in the recycling market where there is a lot of contamination coming from residential programs in particular. Volume based programs unfortunately contribute to that because there is a clear incentive for people to put non-recyclable items in their recycling cart to avoid paying for additional stickers. Obviously some of that may be intentional, but I also know that some of it is unintentional.

Aldr. Turner: I think it's going to be a must to get the smaller toters.

Ms. Powell: That is something we do in other communities. Several of them have this fully automated cart program. Obviously we are interested in continuing the partnership with the City and want to sit down and talk about what best serves your community.

Aldr. Lemke: My sense is if they don't nest, then it would be a violation of the contract. That's what I do now; the truck comes by, it's fully automated, it grabs one at a time depending on which truck it is and when he's done, I put the two of them together, one inside the other.

Ms. Powell: Unfortunately they are not designed to nest into each other because of the wheels that are on them. In my experience, most communities adopt Ordinances that regulate cart storage. Most communities will allow outside storage as long as they cannot be seen from the street. The footprint of those carts, believe it or not, is the same footprint as the random carts from the store.

Vice Chairman Gaugel: Tim, you were looking for feedback. Did you get what you were looking for?

Mr. Wilson: Yes. I will talk with Geneva and Batavia and see what comments they received and I will bring you an update in a couple months.

Vice Chairman Gaugel: Great. I would like to switch items 7 and 8 since we have a couple comments. Any objections? No objections noted.

Aldr. Payleitner: I would like to entertain a question of the Committee. The March Government Services Committee Meeting lands on the Monday of Spring Break at the end of March. After talking with Staff, I'm wondering if the Committee would be agreeable to cancelling our March Government Services Committee Meeting. That would give staff enough time to take any needed items to February or postpone to April.

Vice Chairman Gaugel: Are there any objections to skipping the March Government Services Committee Meeting? No objections noted.

No further discussion.

7. Executive Session.

Chairman Gaugel: There will be an Executive Session tonight.

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

None.

9. Motion to go in to Executive Session to discuss Property Acquisition.

K. Dobbs:

Silkaitis: Yes

Payleitner: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: No Vote (Chairman Pro Tem)

Vitek: Yes

Bessner: Yes

Lewis: Yes (via telephone)

Stellato: Absent

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

10. Motion to Adjourn Executive Session.

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

11. Move to Adjourn Government Services Committee Meeting.

Motion by Aldr. Lemke, seconded by Aldr. Bancroft. No additional discussion. Approved unanimously by voice vote. **Motion carried.**