

**MINUTES  
CITY OF ST. CHARLES, IL  
GOVERNMENT SERVICES COMMITTEE MEETING  
MONDAY, JUNE 25, 2018, 7:00 P.M.**

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

**Members Absent:** Aldr. Silkaitis, Aldr. Bancroft

**Others Present:** Raymond 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 Division Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Works Manager; Mike Shortall, Inventory Control Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief

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

**2. Roll Call**

**K. Dobbs:**

**Stellato:** Present

**Silkaitis:** Absent

**Payleitner:** Present

**Lemke:** Present – arrived at 7:10 p.m.

**Turner:** Present

**Bancroft:** Absent

**Gaugel:** Present

**Vitek:** Present

**Bessner:** Present

**Lewis:** Present

**3.a. Electric Reliability Report – Information only.**

**3.b. Active River Project Update – Information only.**

**3.c. Natural Resources Commission Minutes – Information only.**

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

**4.a. Dash in the Dark 5K – Information only.**

**4.b. CROP Walk – Information only.**

**Police Chief Keegan presented.**

No further discussion.

**4.c. Recommendation to approve Parking Lot Closure for the 2018 Salvation Army River Ride.**

**Police Chief Keegan presented.** This is a bicycle event and they are asking to close the municipal lot just south of the River Rock House.

No further discussion.

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

**5.a. Presentation by Lakeshore Recycling on the Refuse Transition Plan – Information only.**

**Tim Wilson presented.** Bill Kenney from Lakeshore is here to talk about the transition plan. I would also like to remind everyone about the Open House tomorrow here in the Council Chambers from 3:00 p.m. to 7:00 p.m. This is an opportunity for anyone from the community to ask questions about the service, options and pricing.

**Bill Kenney, 39W080 Shannon Square:** On behalf of Lakeshore Recycling Systems, thank you for providing me the opportunity to speak before you this evening. My intention is to provide you a general overview of the transition of services from Advanced Disposal to LRS as well as some of the granular details.

Presentation by Bill Kenney.

**Aldr. Stellato:** This is a compliment for Bill. I have received good compliments in my neighborhood about the marketing, communication, and transition both from LRS and City Staff and the promotion of how this is going on; so far, good job.

This question is not for LRS. What is our Ordinance on how far in advance a resident can put their garbage out?

**Chairman Payleitner:** 12 hours before; 7:00 p.m. the night before.

**Aldr. Lewis:** If people still put out their Advanced or Veolia toters with garbage in it, will you still pick those up?

**Mr. Kenney:** Yes, we will take garbage in Advanced toters once our contract starts on July 2.

**Aldr. Bessner:** Will our pick up days be the same?

**Mr. Kenney:** Yes.

No further discussion.

**5.b. Recommendation to approve Phosphorus Removal and Digester Improvements Project Change Order No. 2 to IHC for Internal Digester Coating.**

**Tim Wilson presented.** Over the last several months, we have been working with the general contractor, IHC to review the scope of services to find efficiencies where we can save the City money. This is Change Order credit in the amount of (\$27,724.34). Because this is an EPA loan, we have to get these change orders approved.

It is my recommendation to award a Change Order credit to IHC in the amount of (\$27,724.34).

**Aldr. Gaugel:** Kudos to you, Tim. Job well done!

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

**5.c. Police Station Project Update – Information only.**

**Peter Suhr presented.** We are making good progress on the demolition of the Valley Shopping Center; they are removing one of the last foundations. I'm also glad to announce that we are ahead of our bidding schedule. Originally we were targeting the July Government Services Committee Meeting to get Bid Package #2 approved which included earth work, excavation, pre-cast concrete, structural steel, roofing, glass and glazing, site utilizing, cast in place concrete and other trades required to build the structure and shell of our new police facility. Our architects, engineers and construction managers were able to bid those traders earlier than expected. We opened bids for pre-cast concrete panels and the rest of the trades will be opened this coming Friday, ahead of schedule.

Therefore, instead of waiting until the end of July, we will be seeking earlier approval of those bids, starting with the pre-cast panels as early as a New Business item at the City Council meeting this upcoming Monday. Chris Siefert from Riley Construction is here tonight to give more details about that particular bid and get you prepared for next

Monday. Before I ask him to the podium, we have also promised to keep you informed of the construction progress and potential issues; while I just mentioned we are wrapping up demo on schedule and on budget, unfortunately the Valley Shopping Center site has struck us with our first blow. Last week, the demolition contractor uncovered several small fuel tanks underneath the existing concrete slab. Fortunately our team clearly understood the risks of this site and we have been prepared for this. The team has provided a solid plan and we are prepared to resolve this challenge and remain on schedule.

**Chris Siefert**, Riley Construction, 926 North Shore Drive, Lake Bluff, IL.

Presentation by Chris Siefert.

**Aldr. Turner:** The tanks aren't leaking, are they?

**Mr. Siefert:** It does not appear to be so, but as we uncovered a few, as they were removing the slabs they cracked some open which caused some oil to blow out so we have some issues to deal with.

No further discussion.

**5.d. Recommendation to approve Purchase Order to H & H Electric Company for Rebuild of Route 31 Streetlight System.**

**Tom Bruhl presented.** We received three bids for the streetlight system repair. H&H offered the best unit cost. They are a new vendor but we did reference check and they have done a lot of work for municipalities and IDOT.

It is my recommendation to award a purchase order with H&H for the rebuilding of Rt. 31 streetlights in the amount of \$42,611.30.

**Aldr. Lemke:** Is that roadway illumination or signalization, or both?

**Mr. Bruhl:** Just roadway illumination.

**Aldr. Turner:** Are they going to be LED lights?

**Mr. Bruhl:** Yes.

No further discussion.

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

**5.e. LED Streetlight Retrofit Program – Information only.**

**Tom Bruhl presented.** We have been approved to start on a multi-year LED retrofit of our street lighting. Right now it's going to be a five year plan. The first goal is going to be the heaviest usage lights which are Main Street and Kirk Road; those street have massive quantities and the highest wattages so we will see energy savings by doing those. After that, we will work through the neighborhoods, typically at intersections and then we'll move into the decorative. Because we have so many decorative lights, those are going to be more difficult to mass produce.

**Mayor Rogina:** I'm very happy this is finally taking place. Thank you, Tom, for making this happen.

**Aldr. Gaugel:** How are we going out for bid for all this work?

**Mr. Bruhl:** For year one, it's well defined; there are 350 lights that we are targeting. For the procurement of the material, I'm going to do that year by year because technology changes. For the contracting, the contract we did for street light maintenance had a unit cost for this. Meade's contract was a unit cost with a slight escalator so we can re-evaluate after this year.

**Aldr. Lewis:** I understand about going slow in buying them, but do you have any concerns that what you are buying in year three will put off a different light than what you bought in year one?

**Mr. Bruhl:** The light distribution is standardized throughout the industry; they are all designed to cast the same type of profile on the ground so that they are interchangeable at any time.

**Aldr. Bessner:** Are you starting to talk about these on First Street?

**Mr. Bruhl:** Yes, all the decorative lights on First Street have been converted to LED. We started with the bridges, and that was well received, so then we retrofitted the rest of the lights.

No further discussion.

**5.f. Recommendation to approve a Design Engineering Agreement for the Rita and Nicholas Avenues Improvement Project.**

**Karen Young presented.** Portions of Rita and Nicholas are proposed in the future street programs and as part of all of our street program projects, we do an evaluation of the streets in advance of our budgeting to make sure we are aware of any significant utility repairs. This subdivision was originally built in the 1960's, and many of the utilities are very aged. It was determined there are very significant sanitary repairs that may be

necessary as part of the project and a complication is that the sanitary sewer is 15-17 feet deep. Due to the complexity of the project, we worked with several firms to get proposals for the design engineering work. Requests for qualifications were sent to 7 engineering firms and we received proposals back from 4. After reviewing qualifications, proposals and reference checks, we selected Burns & McDonnell to complete the design work; they provided the City the most favorable combination of proposal compliance, project approach, staffing capability and project cost. Their scope of work, number of hours and hourly rates are consistent with the project requirements and meets our project timeline and budgeting amount.

It is my recommendation to approve a design engineering agreement with Burns & McDonnell for the Rita and Nicholas Avenues project in the amount of \$51,201.

**Aldr. Lewis:** Quite a difference from what you budgeted and what they came in at; is there any comment on why it's \$23,000 less?

**Mrs. Young:** We were able to complete more work and provide more information than we had at budgeting time, so I'm sure that assisted with the reduced cost.

**Aldr. Gaugel:** I'm familiar with Burns & McDonnell and they are an outstanding firm, so I move for approval.

No further discussion.

Motioned by Aldr. Gaugel, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried**

**5.g. Recommendation to award the Bid for Downtown Streetscape Painting.**

**AJ Reineking presented.** This includes our benches, garbage cans, light poles, decorative street sign poles, bike racks and hand rails. Last year we kicked off an electrostatic painting program for these items which eliminates the need to remove the items from downtown, it eliminates the overspray and it eliminates brush strokes.

We contacted every electrostatic painting company we could find in the area; there were eight of them. The feedback we got was that the smaller companies were interested in the work but the Prevailing Wage requirements scared them off and the larger companies didn't want to work outside adjacent to the roadway. Due to that, we only received one bid and that was Superior Electrostatic Painting from Rockford. They were our contractor for the 2017 program and they did a nice job. With the exception of the 30 ft. light poles which their price increased by \$100 per unit, they submitted the exact same units for everything else.

It is my recommendation to award the bid for Downtown Streetscape painting to Superior Electrostatic Painting, Inc. in the submitted bid rate.

No further discussion.

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

**5.h. Recommendation to award the Bid for Brick Paver Maintenance.**

**AJ Reineking presented.** Our paver bricks tend to settle over time; we issued an invitation to bid to provide the labor to restore these paver areas. The program is unique in that we actually maintain the inventory of the brick. This contract will be just removing the brick, restoring the base to a level setting and then reinserting the brick where applicable. If the brick is deteriorated or cracked, we will give them a new brick and they will insert it.

We received five bids to perform this work with TNT Landscape Construction, Inc. of Elgin being our lowest responsive, responsible bidder. TNT has done work for other municipalities as well as private sector contractors with favorable references.

It is my recommendation to award the bid for brick paver maintenance to TNT Landscape Construction, Inc. in the amount of \$8.00 per square foot.

No further discussion.

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

**5.i. Recommendation to approve the Sale of Items of Personal Property owned by the City of St. Charles via an online auction to the highest bidder.**

**Mike Shortall presented.** Staff is seeking to sell the list of personal property which will be sold at an online auction to the highest bidder. The revenue generated will be returned to the general fund and the revenue from the vehicles will be returned to the vehicle replacement fund.

No further discussion.

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

- 5.j. Recommendation to approve the award of a 2019 Peterbilt Model 348 Tandem Axle chassis to JX Peterbilt and Body to Monroe Truck Equipment and to Sell the Replacement Vehicle 2006 IHC 7400 SFA 4x2, Vehicle #1724 via an online auction to the highest bidder.**

**Mike Shortall presented.** Staff is seeking approval to purchase a 2019 Peterbilt tandem axle chassis from JX Peterbilt, and NJPA vendor. Staff further seeks approval to purchase a 15 ft. dump body and plow through Monroe truck under the NJPA contract as well. Finally, staff would like approval to sell the replacement vehicle #1724, a 2006 International Harvester 4x2 dump. This will be done via an online auction. This vehicle has been approved through the vehicle committee as well through budget.

No further discussion.

**Chairman Payleitner:** Kristi, could you call a roll, please.

**K. Dobbs:**

**Gaugel:** Yes

**Vitek:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Absent

**Lemke:** Yes

**Turner:** Yes

**Bancroft:** Absent

Motioned by Aldr. Stellato, seconded by Aldr. Gaugel. Approved unanimously by roll call vote. **Motion carried**

- 5.k. Recommendation to approve the award of two (2) 2019 Peterbilt Model 348 Single Axle chassis to JX Peterbilt and Body to Henderson Products and to Sell the Replacement Vehicle #1797, 2007 IHC 7400 SFA 4x2, Vehicle #1798, 2007 IHC 7400 SFA 4x2 via an online auction to the highest bidder.**

**Mike Shortall presented.** Staff is seeking approval to purchase (2) 2019 Peterbilt single axle chassis from JX Peterbilt, an NJPA vendor. Staff further seeks approval to purchase a complete snow fighting system that includes a dump, plow and spreader through the NJPA vendor, Henderson Products. This purchase would allow the Public Services Group to evaluate Henderson's snow fighting equipment vs. Monroe equipment who we have used the last 5-7 years and give us a comparison to try a new vendor that might be better.

Staff would like approval to sell the replacement vehicles #1797 and #1798, both 2007 International Harvester 4x2 dumps via an online auction. Both vehicles have been approved through the City Fleet Committee and also through budget.

No further discussion.

**Chairman Payleitner:** Kristi, could you call a roll, please.

**K. Dobbs:**

**Gaugel:** Yes

**Vitek:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Absent

**Lemke:** Yes

**Turner:** Yes

**Bancroft:** Absent

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

**5.1. Recommendation to approve the award of One 2019 Ford F-550 to Hawk Ford and Sell the replacement vehicle #1746, a 2006 Ford F-550. .**

**Mike Shortall presented.** Staff is seeking approval to purchase a 2019 Ford F-550 4x4 with a Tommy lift gate and a Boss plow through the local vendor, Hawk Ford. This vehicle was approved through the vehicle Fleet Committee and also through budget. Staff is also asking approval to sell the replacement vehicle #1746, a 2006 Ford F-550 via an online auction.

No further discussion.

**Chairman Payleitner:** Kristi, could you call a roll, please.

**K. Dobbs:**

**Gaugel:** Yes

**Vitek:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Absent

**Lemke:** Yes

**Turner:** Yes

**Bancroft:** Absent

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

**5.m. Recommendation to approve the award of one 2018 Ford Utility Police Interceptor to Currie Motors.**

**Mike Shortall presented.** On behalf of the St. Charles Police Department, staff is seeking approval to purchase a 2018 Ford Utility Police Interceptor through the low bid suburban cooperative contract with Currie Motors of Frankfort. This vehicle has been approved through the City Fleet Committee and also through budget. This is an addition to the fleet for the new Deputy Chief.

No further discussion.

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

**5.n. Recommendation to approve a Budget Addition to the Police Vehicle Replacement Fund.**

**Mike Shortall presented.** I'd like to tie my last two items together. On behalf of the Police Department, Staff is first seeking approval to add funds to the police vehicle replacement account in the amount of \$27,456. Of this amount, \$26,443 will be reimbursement through insurance money. This request is an accounting housekeeping procedure that will allow us to move on to the next item I will be presenting.

No further discussion.

Motioned by Aldr. Gaugel, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried**

**5.o. Recommendation to approve the award of One 2018 Ford Utility Police Interceptor to Currie Motors.**

**Mike Shortall presented.** Staff is seeking approval to purchase a 2018 Ford Utility Police Interceptor through the Suburban Cooperative Contract with Currie Motors. Funding for this vehicle will be reimbursement from insurance money due to an on-duty vehicle accident that totaled the replacement vehicle. The full amount from insurance will total \$26,443 and additional funding of \$1,013 will be used from reserve to purchase the new vehicle.

**Aldr. Gaugel:** The \$27,456 is what the new vehicle is going to cost. In essence, all we are approving is the \$1,013, correct?

**Mr. Shortall:** That is correct.

No further discussion.

Motioned by Aldr. Gaugel, seconded by Aldr. Stellato. Approved unanimously by voice vote. **Motion carried**

**5.p. Recommendation to award Proposal for Environmental Services SCADA Phase #1 Hardware.**

**Tim Wilson presented.** Over the last several months, you have heard me talk about several things for SCADA; this is the last item for the Phase 1 approval. Currently our SCADA system is very vulnerable to attacks from the outside, plus we are not backed up on the City network. We will be moving forward by incorporating the new SCADA system to our fiber network where our IS team will control all security and network backups.

We went out for proposals and received two prices; one from Tech Data and one from Ingram. You will notice the line item is about \$5,000 over budget for this portion of the project, but overall we are about \$12,000 under budget. As part of the SCADA project, Concentric Integration is responsible for turnkey product, so we are making a motion for Concentric Integration to move forward with the purchase of Phase 1 hardware equipment with a five year warranty to Tech Data in the amount of \$129,965.27.

No further discussion.

**Chairman Payleitner:** Kristi, could you call a roll, please.

**K. Dobbs:**

**Gaugel:** Yes

**Vitek:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Absent

**Lemke:** Yes

**Turner:** Yes

**Bancroft:** Absent

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

**6. Additional items from Mayor, Council, Staff or Citizens.**

None.

**7. Executive Session.**

**Chairman Payleitner:** We do have an Executive Session this evening for property acquisition.

**Chairman Payleitner:** Kristi, could you call a roll, please.

**K. Dobbs:**

**Gaugel:** Yes

**Vitek:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Absent

**Lemke:** Yes

**Turner:** Yes

**Bancroft:** Absent

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

**7. Motion to Adjourn Executive Session**

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

**8. Move to Adjourn Government Services Committee Meeting.**

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