

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, JULY 24, 2017, 7:00 P.M.**

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

Members Absent: Aldr. Bancroft, Aldr. Lewis

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; AJ Reineking, Public Works Manager; Tim Wilson, Environmental Services Manager; Dave Kintz, Deputy Police Chief; Joe Schelstreet, Fire Chief

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

2. Roll Call

K. Dobbs:

Stellato: Present
Silkaitis: Present
Payleitner: Present
Lemke: Present
Turner: Present
Bancroft: Absent
Gaugel: Present
Vitek: Present
Bessner: Present
Lewis: Absent

3.a. Electric Reliability Report – Information only.

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

3.c. Tree Commission Minutes – Information only.

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

Deputy Chief Kintz presented. This is the fifth year of this fundraiser for the Fox Valley Rugby Club, and there are no City services.

No further discussion.

4.b. Recommendation to approve Amplification (North HS only), Closure of Parking Lot “B” and IDOT Resolutions for the Closure of Main St. (Route 64) from 6th Street to 2nd Avenue for Two High School Homecoming Parades.

Deputy Chief Kintz presented. St. Charles North HS Homecoming Parade will be September 22 and St. Charles East HS will be October 13, both in the afternoon. Both parades will be starting on the east side and going to the west side.

No further discussion.

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

4.c. Recommendation to approve Street and Parking Lot Closures and Amplification for the 2017 Scarecrow Festival.

Deputy Chief Kintz presented. This year, Scarecrow Festival is being held October 6-8. The Special Events Committee met with the Bureau and the Scarecrow Fest; there are virtually no changes for this year. The closures are listed in your packet. If you have any questions, there is a representative from the bureau here.

Chairman Payleitner: What about the businesses who use the Filling Station lot? Where can people park for those businesses, or the businesses along Third Street?

Deputy Chief Kintz: They can go down Rt. 31; it does get tight down there, but they have had it this way for a couple years and with Third Street closed, it seems to be ok.

Chairman Payleitner: I’m just thinking if someone wanted to go to Abbey’s for breakfast, where would they park?

Deputy Chief Kintz: There is limited parking around there; that is just the nature of that weekend.

No further discussion.

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

4.d. 2017 Walk to End Alzheimer's – Information only.

Deputy Chief Kintz presented. This third annual event will take place on Saturday, September 23 and there are no City services.

No further discussion.

5.a. Recommendation to approve the Legacy Brick Program on Behalf of River Corridor Foundation of St. Charles.

Chris Adesso presented. Several years ago the River Corridor Foundation asked for your approval to conduct the Legacy Brick Program which is a fundraiser they use to collect a \$100 donation. In return for the donation, citizens receive an engraved brick which is placed along the Bob Leonard Walk

The Foundation would like to expand the program and move into the round gathering space adjacent to the Brownstones to the south of Indiana Street. Also, during the original approval, there was a limit to 100 bricks originally established. They would like your permission to continue to sell those bricks but not put a limit on it. Since the program was approved approximately ten years ago, they have sold about 100 bricks.

It is my recommendation to approve the Legacy Brick Program on behalf of the River Corridor Foundation of St. Charles.

No further discussion.

Motioned by Aldr. Bessner, seconded by Aldr. Stellato. Approved by voice vote.

Motion carried

5.b. Recommendation to award the Bid for the 2017 Storm Sewer Maintenance Program.

AJ Reineking presented. The Public Services Division is on a 7 year maintenance cycle for its storm sewer infrastructure. The maintenance program consists of cleaning the pipe and structures via Vac truck and performing a camera inspection of the system. The maintenance program is generally followed up by repair services which consist of underground point repairs or lining. This year's maintenance program is focused in two zones on the East side of the City.

We received five bids to perform the work with United Septic of Bristol, IL being the lowest responsive, responsible bidder. United Septic has done work for the City in the past and has performed to our expectations.

I will note that for the 1,148 structures in the program area, we requested pricing for cleaning and inspection services separately. We anticipate the majority of these

structures will not require cleaning, which will lower the overall cost of the program closer to the budgeted amount. Work will be stopped when we reach our budget and we'll pick up where we left off with the 2018 program.

It is my recommendation to award the bid for the 2017 Storm Sewer Maintenance Program to United Septic, Inc. in the submitted bid rates, not to exceed the budgeted amount of \$167,500.

No further discussion.

Chairman Payleitner: Please call a roll.

K. Dobbs:

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

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

5.c. Recommendation to award the Bid for Fire Hydrant Painting.

Tim Wilson presented. The City received a total of three bidders for the Fire Hydrant Painting project, with Muscat Painting being the lowest bidder. Muscat has completed many similar projects in other municipalities in Illinois. They are also a Certified IDOT contractor. At the proposed unit cost of \$71.78 per hydrant, they will be able to pay 838 hydrants which is about 30% of the total hydrants in the City.

It is my recommendation to approve the Bid with Muscat painting for FY 17/18 in the amount of \$60,200.

No further discussion.

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

5.d. Recommendation to approve an Ordinance Authorizing the City of St. Charles to borrow funds from the IEPA Water Pollution Control Loan Program for Biosolids/Operational Building.

Tim Wilson presented. This is a housekeeping item on a past project that was paid for with an IEPA loan. During FY13/14, the City constructed a new Biosolids and Operational building that is the Main Wastewater and Treatment facility. The project was funded through low interest loans through the IEPA. At that time, the City approved loan eligible funds which totaled \$9,568,815. The loan eligible funds at that time included construction, construction engineering and construction contingencies. Construction interest of \$159,175.32 was not included in the original loan request documents.

However, at the conclusion of the project, the City decided to include the construction interest in total loan amount. Recently, the City was informed by the IEPA during the loan close out that the approved loan did not include the construction interest. As a housekeeping item, we are asking for an amendment to the original loan agreement and increased total amount borrowed by \$154,990.32 to cover construction interest. You may notice this is different than the dollar amount noted previously in this conversation. The reason is that the construction interest, minus the amount of the project was actually under budget by \$4,183.

It is my recommendation to approve an Ordinance authorizing the City of St. Charles to borrow additional funds from the IEPA Water Pollution Control Program for the Biosolids/Operational building in the amount of \$154,990.32.

Aldr. Silkaitis: So this is interest on the loan?

Mr. Wilson: It is interest on the loan during the construction period. With the EPA, it's a flat percentage; it is not based on the duration of the project. We now include the interest in our pre-loan documentation, so for the new project that we have been presenting to you, all of the construction interest costs are included within the total amount that we are presenting to you. A couple years ago, the EPA had a different policy and it wasn't included, but now they changed the loan Ordinance.

No further discussion.

Chairman Payleitner: Please call a roll.

K. Dobbs:

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

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

5.e. Recommendation to award the Bid for On-Call Landscaping Restorations.

Tim Wilson presented. The City received a total of three bids for this project; one bid was withdrawn by the bidder as they did not include prevailing wage in their unit costs so they asked that their bid be withdrawn.

The contract will be a per unit cost basis. Typically the Water and Wastewater group spends \$20,000-\$30,000 annually on landscape restoration.

It is my recommendation to award a per unit cost bid to Langton Group.

Aldr. Turner: Would this cover flood damage or is this different?

Mr. Wilson: That isn't covered in the bid, but I could ask.

No further discussion.

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

5.f. Recommendation to approve Intergovernmental Agreement with the City of Geneva for the IL Route 31 Culvert and Sidewalk Improvement Project.

Karen Young presented. The location of this project is on Rt. 31 between Willowgate Lane and south into the City of Geneva. This item is regarding the Intergovernmental Agreement between the City of St. Charles and the City of Geneva. The City of St. Charles started this project in terms of an extension of the culvert to extend the sidewalk and in conversations with the City of Geneva, we recognize they still have a project to complete for the property owner in that area, so we decided to join forces with the City of Geneva and combine and do one contract for economy of scale and perform work in the area only one time. This Intergovernmental Agreement includes the work to be completed for both agencies and includes the terms of the contract between both parties. The total project cost is in the amount of \$430,787 with the breakdown for Geneva being \$116,594.84 and the City of St. Charles being \$314,192.16.

It is my recommendation to approve an Intergovernmental Agreement with the City of Geneva for the IL Rt. 31 Culvert and Sidewalk Improvement Project.

No further discussion.

Chairman Payleitner: Please call a roll.

K. Dobbs:

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

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

5.g. Recommendation to approve Construction Contract for the IL Route 31 Culvert and Sidewalk Improvement Project.

Karen Young presented. We had a bid opening for this project on July 6 where we received a total of four bids. The lowest bid was received from Kovilic Construction in the amount of \$388,191. Construction for this project is scheduled to begin in August with completion in October. During construction, there will be temporary daily lane closures. Appropriate notifications and press releases will be done.

It is my recommendation to approve the Construction Contract with Kovilic Construction for the IL Rt. 31 Culvert and Sidewalk Improvement Project in the amount of \$388,191 with the City of St. Charles portion of the work being \$283,125.

No further discussion.

Chairman Payleitner: Please call a roll.

K. Dobbs:

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

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

5.h. Recommendation to approve Construction Engineering Agreement for the IL Route 31 Culvert and Sidewalk Improvement Project.

Karen Young presented. This is the Construction Engineering for this project. We have included Consulting Engineering Services due to the scope of work and other projects we currently have going on. We requested proposals from seven firms and received four bids back. After reviewing qualifications and reference checks, we selected WBK Engineering to complete the work. Their scope of work, number of hours and hourly rates are consistent with other projects.

It is my recommendation to approve a Construction Engineering Agreement with WBK Engineering for the IL Rt. 31 Culvert and Sidewalk Improvement Project in the amount of \$42,596 with the City of St. Charles portion of the work being \$31,067.16.

Aldr. Gaugel: Of the bids you received back, was WBK the lowest?

Mrs. Young: They were not. We did not feel the lowest bidder was qualified with the people they had assigned to the job, so we moved on to the second firm which was WBK.

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Bessner. Approved by voice vote.
Motion carried.

5.i. Recommendation to approve Purchase Order with Hooper Corporation for Overhead Contractor Services.

Chris Adesso presented. The City has just completed a three year contract for Overhead Electric Line work with Pieper Line; therefore, we rebid those services and received four qualified bids with Hooper being the lowest qualified contractor. We have never worked with Hooper before, but Batavia has just completed a big job with them along Fabyan Parkway and we received a high recommendation about Hooper from Batavia. They do come from out of town, so we are going to have about three months of work for them.

We would like to award them with a three year contract. They provided us with favorable pricing with small escalators for the two out years.

Aldr. Gaugel: The mobilization charge is significantly more; how many times are we going to be charged that mobilization charge?

Mr. Adesso: We anticipate calling them one time, mobilizing them for two months of work and then dismissing them for the season. We looked at the bids comprehensively, and the mobilization charge still made them the low bid.

It is my recommendation to award Overhead Contractor services to Hooper Corporation for a three year period beginning May 1, 2017 and ending April 30, 2020.

No further discussion.

Chairman Payleitner: Please call a roll.

K. Dobbs:

Gaugel: Yes

Vitek: Yes

Bessner: Yes

Lewis: Absent

Stellato: Yes

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Absent

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

6.a. Recommendation to approve Fire Department Automatic Aid Agreements.

Fire Chief Schelstreet presented. Tonight we are talking about Automatic Aid Agreements; I would like to describe the difference between Automatic Aid and Mutual Aid. Automatic Aid comes in the form of agreements where Fire Departments are dispatched simultaneously, typically from the same dispatch center. We are a member of Tri-Com, so many of our agreements are with other departments through Tri-Com.

Mutual Aid comes when a fire department encounters an incident or multiple incidents beyond their control and they utilize the radio to call for help.

It is my recommendation to approve the Fire Department Automatic Aid Agreements.

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