

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, SEPTEMBER 24, 2018, 7:00 P.M.**

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

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; Tom Bruhl, Electric Services Manager; Tim Wilson, Environmental Services Manager; AJ Reineking, Public Services Manager; Ken Jay, Civil Engineer; Jim Keegan, Police Chief; Eric Majewski, Special Services Commander; Joe Schelstreet, Fire Chief

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

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

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 *6.e, *6.f, *6.g, *6.h, *6.i, *6.j, *6.k, *6.l

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

5.a. Recommendation to approve an Ordinance Amending Title 10 “Vehicles and Traffic” of the City Ordinance.

Special Services Commander Majewski presented. While exploring parking enforcement on First Street, it was determined the signage of the City lots had not been changed to meet City Code. The Police Department recommends that the current parking restrictions, as well as the new, and updated City lots be codified to be consistent. The appropriate changes have been made and are included in your packet. The Special Services Unit of the Police Department plans to meet with the Downtown Partnership and local businesses to continue to assess the parking in the downtown area.

Aldr. Silkaitis: Do we have a problem with people overstaying their welcome?

Commander Majewski: Yes, and we do parking enforcement when we can. We sometimes write up to 10 tickets in an area.

Aldr. Silkaitis: What is our percentage of people actually paying the tickets?

Commander Majewski: It’s high; for the most part they are being paid.

Aldr. Turner: Has anybody in the downtown area voiced opposition to this Ordinance?

Commander Majewski: No, not that I’m aware of.

Aldr. Lewis: Have you been working with the Downtown Partnership? Do they have any objections?

Commander Majewski: I will be working with them in the future, but as of right now, whatever is assigned is not in the Code, so this is just going to update the Code.

No further discussion.

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

6.a. Recommendation to award the Bids for Bid Package #A, Bid Package #2 Scope Changes and Unsuitable Soil Remediation Costs for the Police Station Project.

Peter Suhr presented. Our original schedule called for us to have the remainder of the project bids for your approval in October. However, we are ahead of schedule and therefore are seeking some of those October approvals tonight which will help the project keep moving forward. In particular, we are seeking approval for the plumbing, metal panels, fire protection and masonry bids. We received several bids for each of these trades. They are under our cost estimate and our budget by a combined \$140,000, and we continue to receive favorable bids for this project.

Riley Construction, who is represented by Dan Sullivan, is here tonight to review this in more detail with you, and also review our third and final overall cost estimate in preparation for the rest of the project bids which will be ready for your approval about 30 days from now.

Dan Sullivan, 2667 North Oakdale Lane, Mundelein, IL. I have a presentation on our latest estimate as well as all the bids received to date.

Presentation by Dan Sullivan.

Aldr. Lewis: Why do you think you are getting so many bids? Where are they regionally coming from?

Mr. Sullivan: As a construction manager we make a lot of calls and continue to follow up with subcontractors to make sure we gain interest in the project to get good coverage. In addition, this is a desirable project; we are going to be doing a lot of work over the winter which is desirable for a lot of contractors who are going to be finishing up some of their summer work.

As far as where they are coming from, there is a trend that subcontractors want to bid closer to where their offices are, but we are also getting bids from the north suburbs. Overall we had some regionally from Peoria to Waukegan, but we don't see them from out of state except for the specialty contractors.

Aldr. Gaugel: Out of the four that are being awarded, only one of them are you exercising the performance bond on the masonry. Can you address why?

Mr. Sullivan: Yes, with every bidder that comes in, they all get pre-qualified. As part of that pre-qualification, they all provide financial information and our CFO reviews all that information and makes a recommendation depending on whether they are comfortable with the size of the company and the amount of the contract for them. Overall, with this specific one, they are smaller company and the contract is larger for them.

Aldr. Gaugel: Do you have experience working with this contractor or are they new to Riley as well as the City?

Mr. Sullivan: It is a new contractor for Riley. I can say that one of the main owners of the company lives in St. Charles and that is one of the reasons they were really interested in this job, but overall, as we do with any low bidder, we are very stringent about the company's scope and manpower to make sure we feel comfortable recommending them. Overall, we felt they met all requirements and would be able to perform.

Aldr. Lemke: You talked about "DD" what does that stand for?

Mr. Sullivan: Design Development.

No further discussion.

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

K. Dobbs:

Bessner: Yes

Lewis: Yes

Stellato: Absent

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

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

6.b. Recommendation to approve Agreement for Demolition, Abatement and Exterior Improvements for the Renovation to City Owned Building at 107-109 East Main Street (Formers George's Sports) to Schramm Construction.

Peter Suhr presented. The City is continuing to move forward with improvements to the George's building. As was noted in the project schedule, tonight we are prepared to award bids for demolition and abatement work. We received three competitive bids for the work and are recommending the lowest proposal in an amount of \$137,755.

In preparation for the next phase of work, we have met with the Historic Commission to review plans and they have unanimously agreed with the proposed work and issued us a Certificate of Appropriateness. As you can see in the side by side photo of the main street elevation, we are not proposing sweeping changes to the design; instead we are

proposing repairs and replacement of architectural elements including replacement of windows, repair of the bay window roofs and metal trim, some replacement of the wood siding on the lower level, cleaning and tuck pointing of the existing brick and of course, a new coat of paint; the same in the back elevation.

If there are no questions for me, our architects or Schramm Construction, we recommend approval of the agreement for demolition and abatement for this project.

Aldr. Lemke: Is that a flat roof on the bay window?

Mr. Suhr: It has a slope roof.

Aldr. Lewis: I see June 19 as an end date; is that when it will be painted?

Mr. Suhr: We are hopeful we can get this bid in the next 30 days; it is a tight schedule and we may be back in October recommending a hold to do the work in the spring; we'll see how it goes in the next 30 days.

No further discussion.

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

6.c. Recommendation to approve Purchase Order with Archon Construction for Walnut Avenue Electric Improvements and Approval of Budget Addition.

Tom Bruhl presented. The Electric Utility is asking to design and build an improvement on Walnut Avenue that will increase the electric capacity that will eventually feed additions at the Arcada and also provide additional power to George's Sports. The work will entail putting a transformer in Chord on Blues lot on the south side of Walnut and cutting open Walnut to bring pipes north to the building.

City Staff received three bids that included excavation and pipe installation work. Archon was the low bidder and they met all the requirements and took no exceptions. The project was not anticipated in our budget, so that's why it's here as a budget add; the \$127,000 includes the amount for this contract, but also for the City materials and labor that we will invest to finish the job once the pipe is in the ground.

Aldr. Turner: I understand the power going to George's, but what is going on at the Arcada that we would have to put more power to it at this point?

Mr. Suhr: This project was originally bid about a year ago, in anticipation that the work would happen at the Arcada, but now the timetable has flipped on the two projects and George's is going first. It makes sense for us at this point in time since we are doing this work to bring the power for both George's and the Arcada for anticipated renovations in

the future. From a cost perspective if we want to back charge the Arcada for some of this work, then I think that is something to consider.

Aldr. Bancroft: How do we have the right to back charge them?

Mr. Koenen: I would suggest that this will bring power to the block and George's and the Arcada happen to be beneficiaries of that, if and when they are ready. In terms of back charging, we would have to have a trigger to allow that to happen. If there were any agreements employed to facilitate the improvements that would be the mechanism to facilitate these back charges. Short of a trigger, I don't believe we have that opportunity.

Chairman Payleitner: So we are putting the infrastructure in place, but the Arcada will not necessarily have access to it?

Mr. Koenen: They have not applied for it. This would provide power to the block and we will be the beneficiary as the owner of the George's Sport building.

Aldr. Lewis: What would be the difference in waiting and only doing George's? It is a huge difference in cost?

Mr. Bruhl: Yes, because we are going to open cut the road and to put the extra pieces of plastic pipe in and stub those to the corner of the Arcada building is really a small component. The work is in the asphalt and bricks; the plastic pipe is \$1/foot.

Aldr. Lewis: So you aren't going into the Arcada at all?

Mr. Bruhl: No, pipes will be stubbed at the corner of the building. And that's all it is, just pipes.

Aldr. Silkaitis: This bid is just for the pad and duct work; there is no transformer. When it gets time for the transformer, you are going to have to size it with or without the Arcada, so that's when they'll have to make the decision, correct?

Mr. Bruhl: Setting a transformer is not labor intensive. We could set a smaller one and change it out at a later date.

Aldr. Lewis: Are there any other properties you would add while you've got it open?

Mr. Bruhl: Currently we are not planning on any more, but we are putting in spares across the street we can use.

No further discussion.

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

K. Dobbs:

Bessner: Yes

Lewis: Yes

Stellato: Absent

Silkaitis: Yes

Lemke: Yes

Turner: Yes

Bancroft: Yes

Gaugel: Yes

Vitek: Yes

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

6.d. Presentation Overview of 2018 Leaf Collection Program and Review Future of Yard Waste Program.

AJ Reineking presented. The City is currently engaged in its fifth and final year of its contract with Kramer Tree Specialists for our Leaf and Brush Collection Program. Our brush collection will be wrapping up in November and our leaf collection will be starting on October 31 on the east side of the City. The program has three collection cycles which includes the last week of November. Mother Nature is making planning this program very difficult.

Historically, our leaf program has concluded before Thanksgiving each year. Last year, we bumped that a week so it wrapped up the week after Thanksgiving. We are going to do the same this year because it was very helpful last year. However, due to the late season leaves, we saw a high demand for a fourth collection which we ended up doing.

This year, based on our current rates, if we do engage in a fourth collection, we will be looking at a cost up to \$111,000. I'm not advocating for that at this time as our new garbage contract has given us a new tool; Lakeshore Recycling will be providing free bag collection for the month of December on regular trash day for all of our residents. We think this will give our residents a great option for the late season collections.

I mentioned we are in the final year of our contract with Kramer; we will be bidding that program this winter. We will seek an option for a fourth leaf pick up just to test the market for your consideration. By then, we will be able to analyze the bag program and see how that worked for us this first year. Batavia and Geneva are currently aligned timewise with their contracts as well, so we will be bidding simultaneously as well with them, hoping to get aggressive bidders on all three contracts.

Aldr. Silkaitis: How are we doing with our ash tree replacement?

Mr. Reineking: I don't have the exact number, but it's less than 50. They are just in the regular rotation now.

No further discussion.

7. Executive Session

None.

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

Aldr. Lewis: On Wednesday, there will be eight of us heading to Lexington, KY to see how we did in the America in Bloom competition last July. On Saturday night we will also invite the symposium members to come to St. Charles in 2019 as we will be hosting that symposium. We intend to make you proud, so thank you everyone for all the hard work you put in.

9. Move to Adjourn Government Services Committee Meeting.

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