

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT OPERATIONS COMMITTEE
MONDAY APRIL 3, 2017**

1. Opening of Meeting

The meeting was convened by Chairman Stellato at 7:45 p.m.

2. Roll Call

Members Present: Chairman Stellato, Ald. Silkaitis, Payleitner, Lemke, Turner, Bancroft, Krieger, Gaugel, Lewis

Absent: Bessner

3. Omnibus Vote – None

4. Administrative

a. Video Gaming Statistics – Information Only

Ald. Lewis: For the last couple of months we've been seeing the same businesses with applications pending and was wondering why month after month they're still pending?

Chief Keegan: One of those is pending because of our 12-month requirement with a liquor license being held by the Alexander Café. Two of them in my conversations with the proprietors are holding off on their business plan. The other one was a remodel and I am not sure about the other ones.

Ald. Lewis: Have they already gotten their state permits and they are just waiting on some of the local issues?

Chief Keegan: These are all from the State's website so the businesses listed as pending are pending through the state as well. We don't license them internally until they are licensed by the state.

5. Police Department

a. Recommendation to approve a Resolution Requesting the Closure of Routes 64 and 31 for the Memorial Day Parade.

Chief Keegan: This is an annual event and all the information is in your packet. There is also an IDOT resolution attached for your review and consideration.

Motion by Ald. Krieger, second by Gaugel to recommend approval of a Resolution Requesting the Closure of Routes 64 and 31 for the Memorial Day Parade.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

6. Finance Department

- a. Recommendation to approve a Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to Authorize the Mayor to Execute the Ride in Kane Service Agreement and Approve Fiscal Commitment to the Ride in Kane Program for FY2017/18.**

Julie Herr: This is a recommendation to approve a Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to Authorize the Mayor to Execute the Ride in Kane Service Agreement and Approve Fiscal Commitment to the Ride in Kane Program for FY2017/18. The City is a sponsor for the Ride in Kane Program and this program receives 50% of its funding through a Federal Grant. The Association for Individual Development is in the process of applying for the next Federal grant for this program; and as part of the grant applications, sponsors like the City are asked to sign a service agreement that covers the program through the project service dates of October 2017 through October 2018. The agreement calls for the Ride in Kane sponsors to cover a portion of the local share required by this Federal grant. Historically the City had pledged an annual amount of \$82,750 although actual funding has typically come in at a lesser amount. This same amount is being requested for FY17/18 and is in the FY17/18 budget which was just approved. Staff is requesting the authorization for the Mayor to sign this service agreement as well as approve the fiscal commitment to the Ride in Kane Program for fiscal 2017.

Ald. Turner: What happens if Federal decides to change the program and not fund something like this?

Julie: We are covered through calendar 2017 so if anything happens after that we should have time to react to that as far as what the City's commitment is. I mentioned that we have committed \$82,750; however I looked back and for 2016 our share that we actually paid out for calendar 2016 was a little than \$40K. So even though we are committing to that amount it depends upon ridership, etc. and should probably be less than the amount being requested.

Motion Ald. Turner, second by Krieger to recommend approval of a Resolution Authorizing the Mayor and City Clerk of the City of St. Charles to Authorize the Mayor to Execute the Ride in Kane Service Agreement and Approve Fiscal Commitment to the Ride in Kane Program for FY2017/18.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

- b. Recommendation to approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (Scrap Transformer and Switchgear).**

Julie Herr: We are requesting approval to sell one lot of scrap transformers and switchgear. We have three qualified companies that we request quotes from and we'll sell this entire lot to the one with the highest quote to the City.

Motion by Ald. Turner, second by Bancroft to approve an Ordinance Authorizing the Sale of Items of Personal Property Owned by the City of St. Charles (Scrap Transformer and Switchgear).

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

c. Recommendation to waive the bid procedure and approve a Resolution Authorizing the Mayor and City Clerk of the City of St. Charles for FY2017/18 of Ordering Gasoline and Diesel Fuel (Bio-Diesel) on an As Needed Basis.

Julie Herr: We are requesting approval to waive the bid procedure and approve the purchase of gasoline and diesel fuel for FY17/18 on an as needed basis. Fuel suppliers will be asked to quote prices by 9:00 a.m. for the same day delivery. We have a list of six fuel suppliers we send emails to every time we go to purchase fuel; so it is a competitive process to get whatever the pricing is for that day and get delivery that same day as well.

Ald. Lewis: This is for the whole year?

Julie: Yes fiscal year 2017/18 for both gasoline and diesel fuel.

Ald. Gaugel: What is it exactly that we are approving for this one as well as the next item? The estimated cost of these spot purchases is going to be over \$25K that's why we're giving the approval right now; because if it's under \$25K you would go ahead and do that anyway.

Julie: We're estimating it will be over \$25K.

Ald. Lemke: Is there any delivery charge involved? Some are very local.

Julie: No there is no charge for delivery

Motion by Ald. Krieger, second by Gaugel to recommend waiving the bid procedure and approve a Resolution Authorizing the Mayor and City Clerk of the City of St. Charles for FY2017/18 of Ordering Gasoline and Diesel Fuel (Bio-Diesel) on an As Needed Basis.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

d. Recommendation to waive the bid procedure and approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Allow "Spot Buying" of Cable and Transformers on an As-Needed Basis for FY17/18.

Julie Herr: We are requesting to waive the bid procedure and approve the spot buying of aluminum and copper cable and transformers on an as needed basis for FY17/18. This is for our inventory stock only. It is our practice to solicit pricing from at least five vendors/distributors allowing for competitive pricing.

Motion by Ald. Turner, second by Silkaitis to recommend waiving the bid procedure and approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Allow “Spot Buying” of Cable and Transformers on an As-Needed Basis for FY 2017/18.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

- e. **Recommendation to waive the bid procedure and approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Accept the Blanket Switchgear Quote from Federal Pacific for Stock Switchgear for Fiscal Year 2017/18.**

Julie Herr: We are requesting to waive the bid procedure and allow the purchase of stock switchgear based on quotes from Federal Pacific for FY17/18. The Electric Department has operationally standardized to the Federal Pacific brand of switchgear and that’s why we are looking to stay with Federal Pacific brand.

Ald. Turner: So the pricing is good all the way through to May 1, 2018?

Julie: Yes.

Ald. Lemke: Is there any upper limit or is it difficult to say at this point.

Julie: It’s difficult to say. It’s all dependent upon what the needs are in the Electric Division for the fiscal year. If there is a special type of switchgear needed, they will go out for actual bids on those. This is for just the common ones we carry in stock.

Motion by Ald. Turner, second by Bancroft to recommend waiving the bid procedure and approve a Resolution Authorizing the Mayor and the City Clerk of the City of St. Charles to Accept the Blanket Switchgear Quote from Federal Pacific for Stock Switchgear for Fiscal Year 2017/18.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

Motion by Ald. Bancroft, second by Turner to enter Executive Session at 7:57 to discuss Land Acquisition.

Roll Call: Ayes: Turner, Bancroft, Krieger, Gaugel, Lewis, Silkaitis, Payleitner, Lemke; Nays: None; Absent: Bessner. Chrmn. Stellato did not vote as Chair. **Motion Carried.**

6. Executive Session

- Personnel 5 ILCS 120/2(c)(2), 5 ILCS 120/2(c)(5)
- Pending Litigation 5 ILCS 120/2(c)(4)
- Probable or Imminent Litigation 5 ILCS 120/2(c)(4)
- Property Acquisition 5 ILCS 120/2(c)(3)
- Collective Bargaining 5 ILCS 120/2(c)(1)
- Review of Minutes of Executive Sessions 5 ILCS 120/2(c)(14)

Motion by Ald. Lemke, second by Bancroft to come out of Executive Session at 8:20

7. Additional Items from Mayor, Council, Staff or Citizens.

8. Adjournment

Motion by Ald. Turner, second by Bancroft to adjourn meeting at 8:21 p.m.

Voice Vote: Ayes: Unanimous; Nays: None. Chair Stellato did not vote as Chair. **Motion Carried.**

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