

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

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

Members Absent: Aldr. Krieger

Others Present: 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; James Keegan Police Chief; Joseph Schelstreet, Fire Chief

1. Meeting called to order at 7:03 p.m.

2. Roll Call

K. Dobbs:

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

3.a. Electric Reliability Report – Information only.

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

3.c. Tree Commission Minutes – Information only.

4.a. Presentation of the Gratitude Project and Recommendation to approve the Use of City Property and expend FY 18 budgeted funds for the placement of “The Key” sculpture honoring Sharon and Vern Oie.

Chris Adesso presented. Reverend Al Patten is here this evening and would like to address the Committee regarding the project. The second part of this item is a request for the use of City property, which I will come back to after the presentation.

Reverend C. Alfred Patten, 405 Delnor Glen Drive: About 18 years ago, the Downtown Partnership, under the leadership of Sharon Oie began what has become known as The Gratitude Project. The original project was a statue of Colonel Baker and one of Delora Norris in front of City Hall. Since then, we have added the “If I Could But Fly” piece, dedicated to Bob Leonard and “Reflections” honoring volunteerism as exemplified by Doris and Max Hunt. Each year we put the winner of the Charlemagne award on a brick there.

This evening, the St. Charles Arts Council, Downtown St. Charles Partnership and River Corridor Foundation – of which Vern Oie was a founding membership and its long time Treasurer, request the approval to locate a statue called “The Key” along the Bob Leonard Walk, located several yards from the northwest corner of the Brownstones. We have met with the residents of the Brownstones to make sure they are comfortable with that. Guy Bellaver is the artist and if he is unable to attend this evening, Chris will present that portion of the project. The committee includes Jim Breen, Diana Brown, Jim Enck, Heidi Hughes, Doris and Steve Hunt, Sue Klinkhammer, Larry Maholland, David Oie and Guy Bellaver.

We are motivated by a desire to create a culture of gratitude in St. Charles; gratitude is a very powerful emotion and causes people to want to do things for others in the community. Healthy communities express gratitude in many ways, but we have chosen public art as our main way of expressing gratitude.

Mr. Adesso: Some key features of the sculpture are that with the base it will be about nine feet tall and six feet wide. It has a clear glass appearance around the round shape and vertical slotted pieces that will be lit with LED lights. The area where they would like to place the sculpture is generally the northwest corner of the Brownstones, adjacent to the Bob Leonard Walk, immediately off the sidewalk where the parallel parking is at the dead end of Indiana Street. They have worked collaboratively with Brownstones Association to locate the piece at an angle at which they feel the residents won't have an obstruction of their view.

At this point, the River Corridor Foundation, the Arts Council and the Brownstone HOA all have a level of comfort with this and are therefore asking the City for permission to place the sculpture. They are also for the City to pay for and install the base for the sculpture as well as any associated landscaping. That's why this evening I'm making a

recommendation to approve the use of City property and expend Fiscal Year 18 funds. It will likely be less than \$20,000 to install the base, brick pavers and landscaping.

Aldr. Lewis: You talk about it being lit; is it dark in that area now?

Mr. Adesso: There is a streetlight pole that was installed to illuminate the abutment of the pedestrian bridge where it meets the Bob Leonard Walk and it's immediately adjacent to the fence that faces the river where the limestone overlook is. While I will say that it is lit, I think the intention is to have a very subtle lighted feature; Guy has told me that it won't be an intrusive light, it will be very subtle.

Aldr. Lewis: It's lit from within?

Mr. Adesso: It is. I think his intention is to use LED strips.

Aldr. Lewis: And the sculpture will be these colors as presented?

Mr. Adesso: Yes, the sculpture is a painted piece with the colors that you see in your presentation.

Aldr. Lewis: And there will be no lights shining up on it.

Mr. Adesso: No.

Aldr. Gaugel: I just have a comment; I talked with Reverend Patten a couple times, I know that he reached out to the Brownstones, he and the whole team have done an excellent job of planning this. The sculpture is a beautification of our downtown. I can identify the numerous pieces that have been put in place already and I think this will be a wonderful addition. With that, I would move for approval.

No further discussion.

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

4.b. Recommendation to approve a Non-Exclusive License Agreement with the Camp Kane Foundation for the Maintenance, Promotion, Operation and Development of Camp Kane within Langum Park.

Peter Suhr presented. In your packet you will find a concept plan that was created by the Foundation which includes proposed future improvements to the Camp Kane site within Langum Park. These improvements include an Underground Railroad Monument, a General Farnsworth Monument, a garden area with a fountain, a presentation/educational pavilion, a Civil War Monument, the Farnsworth Mansion and associated walking paths and additional parking. To utilize the property and also to seek

grant funds for these various projects, the Camp Kane Heritage Foundation has requested approval of the agreement that is in your packet which represents your support of the proposed projects. That being said, each of these independent projects would be subject to final review and approval by the Committee and by City Council once it's ready to be constructed. Kim Malay who is representing the Camp Kane Heritage Foundation is in attendance tonight. She is interested in getting your input on their plan and also their first project which will include improvements to the existing Camp Kane monument which is by the parking lot near Devereaux Way.

Aldr. Stellato: Just a comment; this looks good.

Kim Malay, 526 S. 16th Street: We wanted to do something that will call attention to the Camp and be our flagship project, so we worked with B&L Landscaping to come up with a design to enhance the area. We have the support of the 8th Illinois Calvary as well as the Daughters of the Revolution. We will be reaching out to the VFW and American Legion as well as this project goes on, but we have already raised a quarter of the funds. We have applied for a grant through the Visitors Cultural Commission and we are also applying for a grant through the Community Foundation of the Fox River. We should have our funding in place by mid-June.

Aldr. Lewis: So you aren't going to be requesting funds from the City.

Ms. Malay: We need to relocate the flagpole and run some electricity to be able to light it, but that will be all.

Aldr. Lewis: And you see that to be the same with future projects?

Ms. Malay: That is our goal.

No further discussion.

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

Motion carried

4.c. Recommendation to approve a Purchase Order for a 2017 Altec 55' Aerial Lift Device and Sell a 2004 IHC Aerial Device – Vehicle 1734.

Tom Bruhl presented. For this vehicle, we used the National Joint Purchasing deal which is similar to the State bid that Purchasing uses for Police cars, only this is the utility focused group. The truck is replacing a 12 year old vehicle that is on the road every day. This is approved in the FY 16/17 budget through the Fleet Committee and is due for replacement. This approval would also include selling vehicle 1734 through the auction process.

Aldr. Silkaitis: One of the line items is an extended warranty. What is that going to cover?

Mr. Bruhl: Our standard spec is a year warranty. The Altec standard is 90 days. We felt that it was worth it to get a full year worth of use on the truck.

Aldr. Silkaitis: There is a 90 day warranty on a \$200,000 product?

Mr. Bruhl: That is the standard minimum for the joint purchase that everyone would need or want and then everything beyond that is an option.

Aldr. Silkaitis: Have you gone to any other companies to see if they have a longer warranty? A 90 day warranty bothers me.

Mr. Bruhl: I agree with you, but that was the standard built into the National Joint Purchase Agreement bulk pricing.

Aldr. Gaugel: Is the warranty bumper to bumper or is it just the body work that they are doing and the chase has a separate warranty?

Mr. Bruhl: The chase, engine and drive train are all International. This is the boom, controls and all accessories that they install.

Aldr. Gaugel: Ok. My other question is this says delivery in 330-360 days; is that really what you anticipate?

Mr. Bruhl: That is correct.

Chairman Turner: Kristi, please call a roll.

K. Dobbs:

Lemke: Yes

Bancroft: Yes

Krieger: Absent

Gaugel: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Payleitner: Yes

No further discussion.

Motioned by Aldr. Gaugel, seconded by Aldr. Bessner. Approved by roll call vote.

Motion carried

4.d. Recommendation to award Directional Boring Services and Landscape Restoration Services to Archon Construction Company for a three year period beginning May 1, 2017 through April 30, 2020.

Tom Bruhl presented. The Purchasing Division went out to bid and received seven proposals for directional drilling as an alternative to trenching, which is very destructive to landscaping. We only use directional boring when cable injection or other means fail. Archon, who is our current provider was the low unit cost on the majority of the high volume items and on the lower volume items they were relatively close. Archon has been doing this work for the City for six years with positive results.

As the second part of this, we evaluated the opportunity to include landscape restoration so any disturbance they create, they will be restoring the damage within two days, so timely restoration is a big part of customer satisfaction. At this time, all we can do is estimate our anticipated costs on this contract so this is a not to exceed PO and we will use only what we need to use during this fiscal year. This is a three year contract because going through the bid process is a major event. Years two and three were deemed reasonable.

Chairman Turner: Do years two and three have to come back before the Committee for approval?

Mr. Bruhl: We can, but we have not done that previously on multi-year deals.

Aldr. Gaugel: That was my question too. So the \$600,000 is estimated annual usage, correct?

Mr. Bruhl: Correct.

Aldr. Lemke: Do they insert a poly when they are drilling and then send a wire down the line?

Mr. Bruhl: They actually bore a hole bigger than the pipe and at the far end then they grab the pipe and pull it back through. Those costs include both the drilling and the materials.

Aldr. Lemke: Those are estimated how much we might have to bore; is there a past history that might suggest that we might have a certain number of feet?

Mr. Bruhl: For the budgeted projects, those that we know are boring have been included and then we take an estimate of a percentage of cables in the neighborhoods. The next

cable injection is Kingswood and there is a statistical percentage of about 75% that will end up being able to inject.

Aldr. Payleitner: Did we approve the contract and then ask for an annual expenditure? Was that your understanding?

Mr. Bruhl: I have no problem with that, but if they become not a good contractor in years two or three then we certainly would not guarantee years two and three to them and it's not a problem to bring it back then.

No further discussion.

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

4.e. Recommendation to reject all Bids for Electric Line Clearance/Tree Trimming Services.

Tom Bruhl presented. We went out for bid for tree trimming and we followed a successful strategy that Naperville did instead of using common material rates we would ask for a circuit to be trimmed and provide maps and have the contractors give us a lump sum cost. From an administrative standpoint, that would mean that we only need to review the final product to make sure they satisfied their lump sum instead of making sure that they were working each day.

Unfortunately we only received one bid and it did not provide any lump sum pricing and only provided hourly rates which were twice our current hourly rates. At that point, we realized there was confusion with our current contractors not understanding the bid and that the lump sum was what we wanted them to bid on and that the hourly rate would be used for storm work or something unplanned in addition to the circuits we want trimmed.

Staff requests rejecting the one bid that we received and we will put this back on the street with more clear instructions.

Aldr. Lemke: Did we include the bidders that bid at Naperville?

Mr. Bruhl: I reached out to all the current players.

Aldr. Stellato: I move to reject the bids.

Aldr. Silkaitis: Second.

Aldr. Gaugel: Why is it that we need to vote on this? Is it because you had a formal Request for Proposals and you received a formal response?

Mr. Bruhl: Yes, so we can start over.

Aldr. Gaugel: Do we have the option to go out for a best and final for clarification? I'm fine with this, it's just procedurally I'm just trying to think of the most expeditious way to do this.

Mr. Bruhl: The Public Services Division is just about to go out for the parkway tree trimming and removal bid so we are going to dovetail the revised specification in with their bid.

Aldr. Lewis: I have a question on something you just said; we do not maintain our own parkway trees?

Mr. Reineking: There are certain things we don't do like trimming and removals around power lines and in heavily populated areas.

No further discussion.

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

Motion carried

4.f. Recommendation to approve Purchase Order with Green Planet 21 for Cable Removal Contractor Services for a Three Year Period beginning May 1, 2017 through April 30, 2020.

Tom Bruhl presented. We received four bids for a specialized piece of equipment that pulls the cable out of the conduit, chops it into pieces and puts it in a dump truck so it can be taken to the scrap yard. Based on the cable that we have in the ground today that needs to be pulled out, we estimate that we have about two weeks of work. This included a three year option and the increase was consistent with everyone else.

Aldr. Silkaitis: Who gets the value of the scrap?

Mr. Bruhl: That all comes back to the City and we sell it through Inventory Control. This bid does not include the salvage value of the material they take out of the ground.

No further discussion.

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

Motion carried

4.g. Recommendation to Extend the Agreement for Mowing Services with Cornerstone Partners.

AJ Reineking presented. In 2014 Cornerstone Partners was awarded a three-year contract for mowing services with the option for the City to add two additional years to the end of the contract for the 2017 and 2018 mowing seasons.

The contract includes maintenance of over 140 individual parcels totaling over 175 acres of manicured landscape. Throughout the last three years, Cornerstone has held their original unit prices and has submitted to maintain those rates with a 0% increase for the next two years. Cornerstone has been a very responsive contractor for the City. They understand our priorities, and they make adjustments to their operations to work around our special events and the public utilization of the properties.

Staff recommends executing a two year contract extension for mowing services with Cornerstone Partners, in the submitted unit rates, with an anticipated annual cost of \$138,292.

No further discussion.

Motioned by Aldr. Silkaitis, seconded by Aldr. Gaugel. Approved by voice vote.

Motion carried

4.h. Recommendation to Extend the Agreement for Landscape Bed Maintenance with Cornerstone Partners.

AJ Reineking presented. There are 24 sites throughout the City that require routine, weekly maintenance to maintain a proper, well-kept appearance. Locations include the planter beds downtown including City Hall and First Street; medians along Randall Road, Main Street, and Madison Avenue; gateway signs; fire stations, as well as several other facilities and public parcels.

In 2015, Cornerstone Partners was awarded the contract to perform general maintenance of the beds, including weeding, cleaning, supplemental planting and mulching. The contract was for two years with an additional two year option to be exercised at the discretion of the City. We essentially set up this contract to mirror the term of the mowing contract with the intention to combine them upon their mutual expiration.

Cornerstone has held their unit prices for these services for the two-year base contract, and bid a one-time 5% increase to take effect in the 2017 season. As noted in your packet, after the increase this year, Cornerstone will still be 35% under the 2015 prices of the next lowest bidder. Staff has been satisfied with the responsiveness and level of service that Cornerstone has provided for the last two seasons.

Staff recommends executing a two year contract extension for landscape bed maintenance services with Cornerstone Partners in the amount not to exceed \$31,081 annually.

No further discussion.

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

Motion carried

4.i. Recommendation to award the Bid for Downtown Streetscape Painting.

AJ Reineking presented. This bid is for the painting of the decorative steel streetscape items throughout the downtown area; including benches, garbage cans, light poles, decorative sign poles, bike racks and guardrails.

The City has historically painted these items by utilizing Public Works staff, Community restitution, summer laborers, or volunteers groups. We haven't been getting a consistent product. Last year we contracted with Superior Electrostatic Painting to do a small sample of work to see what they could do and what their process is. Basically, they grind any surface rust or deteriorated spots, put a charge on the item they're painting, and essentially powder coat the item in place. This process eliminates the need to remove the item from its location to paint it; eliminates the potential for overspray and eliminates the potential for unsightly brush strokes. Staff was very encouraged with the results that we saw and put together a bid package this year to expand the program.

We reached out to several companies who advertised electrostatic painting work online, but most of them focus on residential, office or industrial applications and we could not identify anyone else who was willing to work in the street scape.

As such, we only received one response to our bid solicitation, from Superior Electrostatic Painting. We verified the pricing received with that of Superior's other municipal references, and confirmed that the bid is in-line with what other communities are paying.

Staff recommends awarding the bid for Downtown Streetscape Painting to Superior Electrostatic Painting, Inc. in the submitted bid rates, not to exceed the budget amount of \$30,000.

Aldr. Lewis: Is there anything that is going to be done with the fire hydrants this year?

Mr. Wilson: We increased the budget by about \$30,000 this year so we will be going out to bid for that.

Aldr. Gaugel: I think this is a wise choice, I think consistency is important and I think the process is very smart. With that, I move for approval.

No further discussion.

Motioned by Aldr. Gaugel, seconded by Aldr. Bancroft. Approved by voice vote.

Motion carried

4.j. Recommendation to award the Bid for Street Sweeping Services.

AJ Reineking presented. The City's contractual street sweeping program includes 8 complete sweeping cycles annually of every residential street in the City, which includes about 272 curb miles per sweeping cycle, as well as 4 sweeping cycles of the Commercial Manufacturing District and State and County routes.

On April 4th the City publicly opened bids for the provision of these services. The bid was structured as a one-year base bid, with two additional one-year extensions to be exercised at the City's discretion.

We received 4 bids, with Hoving Clean Sweep of West Chicago being the lowest responsive bidder. Hoving has been our previous contractor for this work. The 2017 bid reflects a 0% increase to their 2016 bid, and is approximately \$2,000 less than their 2015 contract. They bid 2% increases for each of the optional extension years.

Staff recommends awarding the bid for Street Sweeping Services to Hoving Clean Sweep in the amount of \$79,411.08 for Fiscal Year 17/18 with the option for staff to execute an extension to the contract for Fiscal Years 18/19 and 19/20 with the maximum allowable annual contract increase of 2%.

No further discussion.

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

Motion carried

4.k. Recommendation to Extend the Agreement for Mosquito Abatement Services with Clarke Environmental.

AJ Reineking presented. The City has contracted with Clarke Environmental for mosquito management services for the last 3 decades. Clarke's program includes a comprehensive larviciding program and treating catch basins as well as complaint-driven locations. They also perform monitoring and analysis through traps placed throughout town as well as weather monitoring and population protection.

Clarke is also the Mosquito Abatement Contractor for all of the City's neighbors, which allows us to take advantage of a wider breadth of trap data and maximize the effectiveness of our adult spraying applications. In addition to the regional advantage,

Clarke will continue to leverage their national network to monitor the transmission of the Zika virus through the mosquito population.

Clarke's proposal includes a 0% increase for the 2017 season from 2016 and an annual increase equal to the Chicago area CPI or 2%, whichever is less.

Staff recommends approval of a three year contract extension with Clarke Environmental for Mosquito Abatement Services in the FY17/18 amount of \$99,116, with the cost not to exceed a 2% increase in subsequent years.

Aldr. Bancroft: This isn't related to this item, but years ago we gave Clarke an incentive; do we ever get reports on that?

Mr. Koenen: I sent some information on it to Council about 30 days ago, so I'll resend it. It is a good story.

Aldr. Lewis: I just want to add that we work with them with America in Bloom and they are such a quality company; this is definitely a win-win.

No further discussion.

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

4.l. Recommendation to approve Construction Contract for the 2017 Street Rehabilitation Program.

Karen Young presented. As you may recall, last month we talked about the streets that would be included for construction in the Street Rehabilitation Program this year. We opened bids on April 5; we had five bidders with the low bid received by Geneva Construction Company who you may recall was our contractor who completed the reconstruction work on South Tyler Road last year. The project is anticipated to start in June with major completion by August and restoration in September. This project has already been added to the City website and will do all the appropriate notifications and Press Releases after our meeting with the contractor.

The City did receive a grant in the amount of \$220,000 from the Kane County Community Development Fund for this project, specifically the South 14th and Fellows area.

Staff recommends approval of a construction contract with Geneva Construction Company for the 2017 Street Rehabilitation Program in the amount of \$1,375,014.53.

Aldr. Lemke: There is a stretch of Kautz Road in the middle that is beginning to deteriorate. Is there any chance to work with West Chicago to have a joint project?

Mrs. Young: We actually own that portion of the roadway. There was a jurisdictional transfer that took place in 2015. As you may recall, we applied for a grant to try to get reconstruction money for that portion of the roadway, so we do have future goals for that roadway, but we are trying to work through that process and where it fits in our overall program.

No further discussion.

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

Motion carried

4.m. Recommendation to approve Resolution with the Illinois Department of Transportation for the 2017 Street Rehabilitation Program.

Karen Young presented. This is a typical Resolution that we need to approve with IDOT to utilize MFT funds.

Staff recommends approval of a Resolution with IDOT in the amount of \$911,075.33.

No further discussion.

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

Motion carried

4.n. Recommendation to approve Real Estate Purchase Agreement for 112 S. 8th Avenue.

Karen Young presented. This property is located within the 7th Avenue Creek Project and proposed FEMA mapping modifications. Acquisition of this property will allow for future improvements for the 7th Avenue Creek to help with the overall flood control. The purchase was negotiated through our City Attorney with the property owner in the amount of \$205,000 with closing costs estimated at \$1,500 and an anticipated closing date in June of this year.

Staff recommends approval of a Real Estate Agreement for 112 S. 8th Avenue to the City of St. Charles in the amount of \$205,000 with Lisa and Steve Cameron.

Chairman Turner: Kristi, please call a roll.

K. Dobbs:

Lemke: Yes

Bancroft: Yes

Krieger: Absent

Gaugel: Yes

Bessner: Yes

Lewis: Yes

Stellato: Yes

Silkaitis: Yes

Payleitner: Yes

No further discussion.

Motioned by Aldr. Stellato, seconded by Aldr. Silkaitis. Approved by roll call vote.

Motion carried

5. Executive Session.

None.

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

None.

7. Adjournment.

Motion by Aldr. Silkaitis, seconded by Aldr. Stellato. No additional discussion.

Approved unanimously by voice vote. **Motion carried.**