

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, OCTOBER 22, 2012, 7:00 P.M.**

Members Present: Chairman Stellato, Aldr. Monken, Aldr. Carrignan, Aldr. Payleitner, Aldr. Turner, Aldr. Rogina, Aldr. Martin, Aldr. Krieger, Aldr. Bessner, Aldr. Lewis

Members Absent: None

Others Present: Donald DeWitte, Mayor; Brian Townsend, City Administrator; Mark Koenen, Director of Public Works; James Bernahl, Public Works Engineering Manager; John Lamb, Environmental Services Manager; Peter Suhr, Public Services Manager; Tom Bruhl Electric Services Manager; James Lamkin, Police Chief; Patrick Mullen, Fire Chief

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

K. Dobbs:

Stellato: Present
Monken: Present
Carrignan: Present
Payleitner: Present
Turner: Present
Rogina: Present
Martin: Present
Krieger: Present
Bessner: Present
Lewis: Present

3.a. Electric Reliability Report, August 2012

Information only.

3.b. EAB Control Efforts

Information only.

4.a Recommendation to approve Contractual Services for Ash Tree Removal Services to Skyline Tree Service.

Aldr. Martin: I would like to absent myself from this item.

Chairman Stellato: Please allow the record to reflect that Aldr. Martin is recusing himself from this particular discussion.

Peter Suhr presented. Staff is seeking approval for a continuation of our Emerald Ash Borer Removal Program. We anticipate by the end of the year that we will have removed the first 1,000 of the 3,000 trees that were recommended for removal and replacement as part of the \$2.5 bond that was issued earlier this year.

In 2008, the City had 5,400 ash trees. To date, we have removed 3,000 citywide, which represent just over half of our ash tree population. All of them except for a small portion in the CMD area have been replaced. We are currently planting 820 trees as part of our fall planting program.

Similar to the first 1,000 removed, the second phase, which we are seeking approval for tonight is to remove another 1,000 ash trees starting in November. All of the trees recommended for removal are in poor condition and are ready to come down. As part of the competitive RFP process, Skyline Tree Service has prepared a lump sum fee of \$500,000 to remove the next 1,000 ash trees. Skyline has met the expectation set forth in their contract and has agreed to hold their pricing for this second phase. Considering Skyline's proposal is within the budgeted amount, we request to waive bids and recommend approval of award of the contract to Skyline Tree Services.

Chairman Stellato: This is a budgeted item?

Mr. Suhr: Yes, it is.

Aldr. Carrignan: Are the trees prioritized, relative to how far gone they are, or is it that we just pick a neighborhood?

Mr. Suhr: They are prioritized and we were doing a lot more of that in the first 1,000. We've got another 1,000 out there that are all in bad condition so we are ready to go. I think we will still be judicious about that and go from quadrant to quadrant. We are still going to pick the worst of the worst.

Aldr. Carrigan: The reason I ask; I see some lately that are deteriorating rapidly. With that, I move for approval.

Aldr. Krieger: Regarding Ash trees on private property; when are we really going to get serious about that?

Mr. Suhr: Truthfully we haven't had even one call regarding a private ash tree concern.

Aldr. Krieger: Consider this your first call.

Aldr. Lewis: How about the trees downtown? Are they coming down yet?

Mr. Suhr: They came down and were replanted before the festival.

Aldr. Rogina: To Aldr. Krieger's point regarding trees on private property; at some point if it looks like it could be a problem, is that considered to be a nuisance under our ordinance?

Mr. Suhr: Yes, it is a nuisance under our ordinance and we do have the ability to notify a resident and have them remove the tree upon notice.

No further discussion.

Motioned by Aldr. Carrigan, seconded by Aldr. Monken. Approved unanimously by voice vote. **Motion carried.**

4.b. Presentation of the Annual Leaf Collection Program.

Chairman Stellato: Please allow the record to reflect that Aldr. Martin is rejoining us.

Peter Suhr presented. Starting on Thursday, October 25, Kramer Tree Services will begin providing leaf collection services for our residents. Please find in your packet the 2012 leaf collection zone map and collection schedule.

Services are similar to last year and years past; including four separate collection areas and four pickups. This year the program starts on October 25 in the southwest quadrant and ends on November 30 in the northwest quadrant. Your packet contains specifics about the program, but you can visit the website which is the most current information.

No further discussion.

Motioned by Aldr. Carrigan, seconded by Aldr. Rogina. Approved unanimously by voice vote. **Motion carried.**

4.c. Presentation of the 2012/2012 Snow and Ice Control Program.

Peter Suhr presented. Once again, city staff is prepared to deliver safe road conditions to our community during the 2012/2013 winter season. We were also prepared last year, but fortunately we had one of the mildest winters on record. Last year we only had 15 snow and ice events which totaled 22.5 inches of snow. The average for this area is 33 inches, but over the past four years we have averaged about 54 inches.

Utilizing 15 heavy duty snow plows, 11 light duty plows, 3 brine distribution trucks and multiple sidewalk machines, our program's plowing and deicing operations start with main routes, connectors, school zones and the downtown area which affect the majority of traffic and also our emergency routes. Once these areas are cleared and safe for travel, city crews and contractors will be directed to neighborhood streets, cul-de-sacs, alleys and parking lots.

Once again this year, we will be attempting to keep open the top deck of the First Street Parking Deck, with focus on the weekends and holidays. This is also the fourth year for which we are in full operation of our brine making facility. Even with the fair snow season we had last year, we manufactured 38,000 gallons of brine, which resulted in a total savings to the city of over \$33,000 in lieu of using salt.

We have ordered 4,000 tons of salt this year. Normally we would be considering 5,000 tons but we have a surplus from last year's mild winter. Both of our salt domes are completely full. If we have a normal winter this year, we will continue to see the savings on salt purchases in years to come.

Staff is recommending a continued annual agreement for shared services between the city and St. Charles Township. For many years, the city and the St. Charles Township have mutually agreed to provide snow and ice services under the jurisdiction of the other political body. This cooperation was based on the delivery of service that made practical sense and that is in place again this year.

City staff will again solicit vendors to assist with snow removal operations, mainly for cul-de-sacs, parking lots and sidewalks. Two years ago a Request for Proposal for these services was issued to qualified contractors. This year we will be utilizing the same contractors as a part of the three year agreement. If there are no questions, staff recommends approval of the Letter of Agreement with the St. Charles Township and

also a recommendation to approve contractual services for the 2012/2013 snow program as identified in your program.

Aldr. Rogina: The estimated cost of \$96,521 could actually be higher if we get more snow?

Mr. Suhr: Correct. The cost consists of the hourly rate for the contractors, but that is the budgeted amount for contractual services.

No further discussion.

Motion to approve the Letter of Agreement with St. Charles Township.

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

Motion to approve contractual services for the 2012/2013 snow program.

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

4.d. Recommendation to approve New Utility Easement Located at 1315 E. Main Street (Dickey Manufacturing).

James Bernahl presented. This is a clean-up item from the advanced contract for the IL Rt. 64 jobs. We performed off-site watermain and sanitary work as part of the abandonment of the old asbestos main along the railroad tracks. We had to relocate the service for Dickey Manufacturing so we've been working with the property owners to install that new service. As you will see in your packet, there is a new easement in place.

If there are no questions, staff recommends approval of the new public utility easement located at 1315 E. Main Street.

No further discussion.

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

5.a. Recommendation to approve Ambulance Replacement for Tri-City Ambulance.

Chief Mullen presented. This request is part of the normal fleet replacement which was approved for purchase by the Tri-City Ambulance Board on September 21, 2012. Because we are the lead agency for TCA, any budget purchase has to be approved by Council.

The purchase is from a vendor that we have been buying from for quite some time through the Suburban Purchasing Cooperative which is how we bought the last several ambulances. This particular ambulance is going to Geneva and they are satisfied with the specifications.

Staff recommends approval of the purchase of an ambulance replacement for Tri-City Ambulance.

No further discussion.

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

5.b. Recommendation to approve Cardiac Monitor Replacement for the Fire Department.

Chief Mullen presented. For this item, we are looking for approval for the purchase of cardiac monitor defibrillator for the Fire Department vehicles. When we crafted this RFP, one of the things we required of the vendors was that they would hold that price for each of the participant agencies, if and when it came time for them to renew and purchase new equipment.

We are looking to do this again because our monitors are of the same age and we think there is significant benefit operationally from having the paramedics using the same pieces of equipment universally. This is a capital item that was in our budget and staff recommends approval of the purchase.

Aldr. Rogina: Do we have these cardiac monitor units on any engine that leaves the fire department?

Chief Mullen: Only the ones that are staffed. We have a number of reserve vehicles and if we do a call back and we staff extra vehicles for a storm or whatever, the extra units are not necessarily equipped to operate at the paramedic level. But the ones that are staffed 24 hours a day, yes.

No further discussion.

Motioned by Aldr. Krieger, seconded by Aldr. Monken. Approved unanimously by voice vote. **Motion carried.**

5.c. Recommendation to approve Cardiac Monitor Replacement for Tri-City Ambulance.

Chief Mullen presented. I'm going to move this one ahead of 5b because it makes more chronological sense. This is a recommendation to approve the purchase of replacement cardiac monitor defibrillator for Tri-City Ambulance. There is a total of 9, one for each of the five front line ambulances, three for the reserves and one spare unit.

The monitors we are currently using are between 8-10 years old and are at the end of the service life, so replacement is necessary. This is a capital item that was budgeted for by TCA. We issued an RFP in August. A representative committee from the contractor agencies reviewed the RFP, along with paramedics from each fire department and our TCA administrator. There were three respondents to the RFP. All the units were field tested by our TCA personnel from each community. The units were evaluated on a two-step process; one based on performance in the field and one based on cost. The units from Phillips Medical Heart Start Monitors were the high scoring unit in performance and they are the lowest cost.

This item was approved by TCA at their September 21 budget meeting, but again, because of our status as lead agency, we are looking for approval to move forward.

No further discussion.

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

6. Additional Business

None.

7. Adjournment

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