

**MINUTES
CITY OF ST. CHARLES, IL
GOVERNMENT SERVICES COMMITTEE MEETING
MONDAY, NOVEMBER 26, 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: 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. Tree Commission Minutes

Information only.

3.c. EAB Control Efforts

Information only.

4.a Recommendation to approve Ordinance Amending Title 5 “Business Licenses and Regulations” – Adding a new Chapter 5.52 “Horse-drawn Carriages”.

Chief Lamkin presented. The city has a request from a vendor who is interested in operating a horse-drawn carriage business on city streets. The city does not currently have regulations regarding this, so we prepared an Ordinance. This Ordinance outlines the controls to be put in place which are designed to make this as safe as possible, and limits the number of vendors to two per year. We worked with Robin Jones of Gorski Good and modeled the Ordinance after other municipalities.

Staff recommends approval of a new Chapter 5.52 “Horse-drawn Carriages” to Title 5 “Business Licenses and Regulations”.

Aldr. Turner: Are we going to approve both, or only one of these routes?

Chief Lamkin: Both; one is a main route, and the other an alternate route.

Aldr. Bessner: We would have the opportunity for two different vendors, but we did not limit the number of carriages that each vendor would have?

Chief Lamkin: I don’t anticipate we would have multiple carriages operating at any time. The vendor who is here with us this evening is requesting approval for one carriage.

Aldr. Lewis: What are the hours of operation?

Chief Lamkin: We can limit the days and hours to whatever we feel is necessary and safe.

No further discussion.

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

5.a. Recommendation to purchase LDC Transformer from CG Power Systems.

Tom Bruhl presented: Staff is requesting to purchase a transformer for our local distribution center at the Red Gate Road Bridge site. We sent formal bids to five manufacturers. This is a highly specialized design; it was the first of its kind and has been recognized in a trade magazine. The city did supply bid documents to four other bidders to try to get a second supplier to compete against our existing supplier, but CG Power was the only one to respond.

Chairman Stellato: This is a budgeted item?

Mr. Bruhl: Yes.

No further discussion.

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

5.b. Recommendation to purchase LDC 35kV Switchgear from G&W Electric.

Tom Bruhl presented. The second part of the substation design is switchgear that takes the inbound 35kV feed and distributes it to the transformer. We requested formal bids; we did get two bidders on this highly specialized, custom equipment. G&W from Bolingbrook was the low bidder and they were the same vendor who provided the equipment that is at 609 S. Kirk.

Staff recommends approval of the purchase of the 35kV Switchgear to G&W.

No further discussion.

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

5.c. Recommendation to purchase LDC Voltage Regulators from Cooper Power Systems.

Tom Bruhl presented. The final part of the substation design is three pad mounted regulators that keep the voltage within normal operating ranges. We did go out for bids; I tried to get three manufacturers, but we only got one bidder, Cooper, the vendor who provided the regulators for the first station. Cooper is also the supplier for ComEd who has done 40 of these.

Staff recommends approval of the purchase of three pad mounted regulators from Cooper Power Systems.

Aldr. Carrigan: Is this a budgeted item?

Mr. Bruhl: Yes, the whole station is budgeted.

No further discussion.

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

5.d. ComEd Reliability and Maintenance Issues – Information only.

Tom Bruhl presented. City staff continues to meet with ComEd on a monthly basis. After each outage, ComEd sends staff out to troubleshoot the lines for the root cause. Over the summer there were two significant storms; one on July 1 and the second on August 4 that created a total of five sustained and four momentary outages.

We have nine lines coming into the city, so for five of them to have sustained outages, that's a large percentage of the city. Both storms occurred on the weekend which delays our response because our employees, as well as ComEd employees are at home so it takes 30-40 minutes for employees to report to work. Although the sustained outages were numerous and had a serious impact, we were able to restore all substation feeds in four hours.

The most significant impact was the northeast quadrant where we lost both feeder lines into the Dunham Road station. The first one was restored by our internal capacity and the reserve capacity that we keep on ComEd's system to account for contingencies. We never load their lines all the way up so that if they lose one, we can move our load on to another one. The second line ComEd restored about four hours after the outage.

The line coming into North 12th Street impacted the northwest quadrant which was not the 35kV line, it was the 138kV line into South Elgin. ComEd restored that within 38 minutes. On August 4, the line coming into the Peck Road station sustained a loss; ComEd had a lightning hit on their LDC. The difference we have in our design vs. ComEd is that the connections we specify allow for advanced lightning protection. We are allowed to put lightning arrestors on every connection so that lightning has no way to get into the station and cause problems.

There were four momentaries, and while inconvenient they were not a significant problem.

In terms of customer outage minutes for the entire year – this data is the product of how many customers' times how many minutes they were out. This is the best way to

portray total reliability for your system. On July 1 we had over 1,000,000 customer outage minutes. In all of 2011, we had 548,000, so on July 1, we incurred twice as many customer outage minutes as all of 2011. Of those, over 800,000 were related to the loss of the four ComEd lines.

We are going to get a new feed, which is the same feed that currently comes into the City Hall sub. We worked with ComEd to get a tenth feed off of a different line, but it's not close enough and it's not economically feasible.

Aldr. Carrignan: Having these meetings is really making a difference. We've come a long way from having a lot of short outages to having a pretty clean slate. Thank you.

Mr. Bruhl: Through working with ComEd's planning staff, we have reserved capacity on their lines that gives us the flexibility when one of the lines go out, we don't have to wait for them to restore it. We can use the reserve capacity on an adjacent line and our internal ties and some of our neighbors aren't as fortunate to have the capability and they have to wait for ComEd.

No further discussion.

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

5.e. Recommendation to approve budget addition for electric utility work related to the Bio Solids Project.

Tom Bruhl presented. As with all new business projects, this internal project was not budgeted for in the electric utility. The costs that are incurred by the electric utility need to be borne by the customer; in this case it's the wastewater utility.

This will be 100% reimbursable from the wastewater utility.

Staff recommends a budget addition in the amount of \$43,000.

No further discussion.

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

5.f. Recommendation to approve participation in IMEA Energy Efficiency Program.

Peter Suhr presented. The Public Services Group and the Electric Utility have teamed up to pursue this agenda item. The Illinois Municipal Electric Agency, also known as IMEA, has extended an offer to the City of St. Charles to participate in a program that seeks to reduce energy consumption at peak hours in the summer. This is proposed by supplementing one of our existing air conditioning units with a system called an Ice Bear Unit which is produced by a company named Verde Systems.

The Ice Bear will make ice at night when power is much less expensive and then use the ice to provide cooling during the day which will ultimately save the city money on the electric bill during those summer months. Your packet contains a picture of the Ice Bear Unit that we are proposing.

The project is valued at approximately \$75,000 which includes a brand new mechanical system in addition to the Ice Bear Unit at no cost to the city. We have selected to install this new system at the Lab Building which is located on the Public Works Campus. We are only one of two communities in Illinois that have been offered this opportunity; I believe Naperville is considering same.

The city's main responsibility in this agreement is staff effort related to promoting the project via the city website and display materials in the lobby of the Public Works Facility. Staff would certainly support another "green" project to promote.

If there are no questions, staff recommends approval of participation in this program and authorization to enter into an agreement with Verde Systems and also IMEA.

No further discussion.

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

5.g. Recommendation to approve proposal for Final Clarifier Drive Project for the Wastewater Treatment Plan.

John Lamb presented. The city has two clarifier drives at our main treatment plant; one was replaced last year in response to it malfunctioning during a high flow event. This year staff would like to replace the second drive which is 25 years old, at a cost of approximately \$60,000. We are being proactive in this replacement, we would prefer to replace it now rather than respond to an emergency due to the age of the equipment.

We did not go out to bid, but we did receive proposals from two contractors for the work and DPS was the low proposal and they are the same contractor that performed the work on the other clarifier drive last year. They are also certified by the equipment manufacturer.

Staff requests approval to waive the formal bid process and recommend approval of the proposal from DPS in the amount of \$60,350.

No further discussion.

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

5.h. Recommendation to approve extension of contract with Capital Infrastructure Group, LLC.

Mark Koenen presented. This is an extension of a contract that we currently hold with Capital Infrastructure Group, LLC, who is a firm out of Springfield. We have used them for the past couple years to assist us with coordination, namely on the Red Gate Bridge Project, as well as the IL Rt. 64 project between 7th Avenue and IL Rt. 59.

We have used this firm to assist us with coordinating payments, as well as grant coordination on the Red Gate Bridge project. Most recently there is a new proposal being considered by the State to deal with stormwater revisions for how we deal with maintenance and long term perpetual obligations of owners, whether private or public in maintaining stormwater facilities. I refer to this proposal as the 1.35 Rule which has to do with any amount of rainfall up to 1.35 inches. This rain amount in a given storm has to be retained in your detention facility and either absorbed into the ground or evaporated.

We have been working with this firm to assist us in understanding IDOT's posture on that, because it would affect city development as well as reconstruction projects on buildings or having to do with street projects. I would encourage you to support this and direct staff to extend this contract.

Aldr. Turner: Is this a new regulation from the State?

Mr. Koenen: Yes, it is actually being drafted now and would be forwarded to IEPA for consideration in the next three to four months.

No further discussion.

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

5.i. Recommendation to approve Change Order Number 8 for the Red Gate Bridge Advanced Contract Project.

James Bernahl presented. This is a recommendation to approve the final change order for the Red Gate Bridge Advance Contract Project. As you may recall, this was the mass earth work and also the installation of the temporary causeway. This contract has come to conclusion. The original contract amount was \$1,651,000; after balancing the final contract items there was a deduct from the contract.

Staff recommends approval of Change Order number 8 for a deduction of \$84,260.05.

No further discussion.

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

5.j. Recommendation to approve Change Order Numbers 1-7 for the Red Gate Bridge Main Contract Project.

James Bernahl presented. This is a recommendation to approve change order numbers 1 through 7 for the Red Gate Bridge Main Contract Project. I've included a spreadsheet in your packet, which is IDOT's change order tracking sheet. We have been able to deduct some items due to value engineering changes.

Staff recommends approval of Change Orders 1 through 7 for a total deduct of \$146,865.38.

Aldr. Rogina: On a different topic, I appreciate your updates on the IL Rt. 64 project. I realize for the east side this has been a burden, but as I was driving IL Rt. 64 today, I observed the beauty of the curbs on the south side of the road compared to the old structure on the east side of the road and I realized how beautiful it's going to be when it's done, and the comparison is unbelievable. So I just want to say good job to everybody involved, but Jim, your updates have been very good.

No further discussion.

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

5.k. Discussion regarding Red Gate Road status anticipating the Red Gate Bridge Opening on December 15.

Mark Koenen and Chief Lamkin presented. Chief Lamkin and I are presenting this item in response to concerns that we have heard through the last 24 months because the vehicle portion of the Red Gate Bridge will be open to the general public on December 15. The pedestrian bridge will not be open until spring 2013.

Some of the concerns we have heard are due to traffic congestion, particularly congestion that is present in the morning hours when students are trying to access St. Charles North High School. When we presented alternatives 18 months ago, we talked about implementation in a metered fashion. We would consider a proposal, implement a proposal, evaluate the results and then move ahead if necessary. Some of the first steps that were completed from the initial alternatives were to restripe the pavement on Red Gate Road and that work was completed this summer before school started. The second piece was that District 303 changed how students accessed the parking, (people are able to access the parking lot much more fluently now with slightly less stacking along Red Gate Road).

However, stacking still exists in the morning hours on Red Gate Road for vehicles approaching the school from the west and eastbound stacking is still considerable as well. We believe that when the Red Gate Bridge is open, that stacking is still going to exist. To that effect, we have heard neighbors say they are concerned about traffic in that neighborhood. We have outlined several different options, anticipating the Red Gate Bridge opening on December 15, some of which I have outlined on the Executive Summary in your packet.

Chief Lamkin: When we talked before about the stacking on Red Gate Road, experience showed us that people are creating their own four way stop intersection, which is contributing to the eastbound stacking. Even though it is not posted as a four way stop, the drivers are treating it like a four way stop.

Mr. Koenen: In response to this concern, the thought was that the section of Riverview Drive during the a.m. school session would basically be closed to southbound traffic from 6:30 to 7:30 in the morning so there would be no vehicles approaching the high school from the north at this particular location. We would give people advance notice using signage before December 15.

The Police Department is also going to have a squad car present and an officer to not only monitor traffic, but help manage traffic in this intersection if necessary.

Chief Lamkin: From 6:50 to 7:20 a.m., we would put an officer at that intersection, primarily if we stopped the southbound leg from coming through because we are basically dealing with an eastbound and westbound leg. With one officer directing traffic, that will alleviate the trained mindset of the four way stop to direct the eastbound cars into the lot. This would allow us to clear the traffic on Red Gate Road more efficiently. As Mark stated, changing the access configuration in the parking lot has helped to keep the parking lot clear. Obviously when we start moving the cars into the parking lot faster we are going to have to see how that works. But that will allow for us to address, at least initially, the eastbound and westbound traffic and keep those two legs cleared and not worry about the southbound leg.

The intended goal is to keep the cut through traffic out of the neighborhood and once the traffic is moving better on Red Gate Road itself, the cars that would have been going through the neighborhood will use the intended path on Red Gate Road.

Mr. Koenen: Brian Townsend has been meeting with District 303 staff about the addition of a traffic signal, as well as the addition of a right turn lane on the west approach to the intersection. There has been a staff understanding established where there is acknowledgement of equal participation in helping fund that project. That begins to open the door for us to look at the next alternative, which is if people should continue to see this as a four way stop during the morning rush, we need to put something more substantial there to address the issue that it's not a four way stop. By putting a traffic signal there, people will obviously have to obey the traffic control devices. Unfortunately a signal will not address the issue of back-up on the west leg of Red Gate Road. The real issue is that there is one primary access into the school site along Red Gate Road and during rush hour at the beginning of the day, everyone is coming at the same time. So whether there is a traffic signal there or not, we are still going to have back-up there until the School District has the means to build another access into the high school. If you look at St. Charles East High School and the number of access points they have, you get some sense of the demand on a high school campus during the morning hours.

We are bringing this forward, in part because Aldr. Rogina asked us to continue to monitor this to make you aware that we haven't forgotten about what people said and that we are concerned about safety at this intersection. We are going to monitor it again with the next change which is the opening of the bridge on December 15. School will be in session for about a week and then there will be winter break. After the students return we will be out there monitoring again.

For right now, we have done everything we believe to be reasonably possible to try and promote a very safe environment.

Aldr. Rogina: As Mark stated during discussions of construction of the bridge, there was observable angst of safety around St. Charles North High School and Rivers Edge Subdivision. I suspect human condition itself would suggest that was not unwarranted. As you also said, and I think is very accurate, as a Council and staff, we didn't rush to judgment. The city listened very carefully and I think what you described as a starting point here tonight is commendable, first of all to the School District for being a partner, then to Brian Townsend, Mark Koenen and Chief Lamkin and the rest of the staff for really going all out to make this the best it can be. The bridge is going to be a wonderful asset to the community and I think ultimately the neighborhood and the school will find it to be just that. We will continue to monitor it and make sure that safety is of the utmost important. So I just want to say thank you very much; I really appreciate it.

Aldr. Turner: Has the School District even hinted at a time line to put in a right turn lane on eastbound Red Gate Road?

Mr. Koenen: The plan now is that the right turn lane as it approaches the entrance to the high school could be constructed at the same time as we put the traffic signal at the intersection of St. Charles North High and Red Gate Road. Pending our observations during the second semester of this school year, there would be a contract we would be willing to move into with the Council's approval coming spring/summer 2013 so that the signal and the right turn lane would be in place for fall 2013.

Aldr. Turner: Did we put the infrastructure in for the signals?

Mr. Koenen: The infrastructure is in place at the IL Rt. 31 and Red Gate Road intersection and stubbed out, but we have to get our infrastructure there to tie it together.

Aldr. Lewis: You are going to stop traffic north at the first entrance at River Ridge Drive and Riverview Drive. Is there going to be a police officer there stopping people from turning into the subdivision or are you going to stop them on Red Gate and River Ridge Drive?

Chief Lamkin: The officer will be on Red Gate Road. We intended on signing and barricading Riverview.

Aldr. Lewis: On IL Rt. 31?

Chief Lamkin: We were going to sign on IL Rt. 31 to point out the fact that there is no access at the leg where it goes to the high school.

Aldr. Lewis: But you will probably still have people turn there anyway.

Chief Lamkin: There will be a police officer at the intersection trying to manage the traffic into the high school, so if there are cars trying to make a southbound turn, we may have to bolster that until we get people educated that we mean business.

Aldr. Lewis: Are you going to let them out or are you going to make them turn around and go out some other way?

Chief Lamkin: I don't know that I can answer that; we are going to give plenty of advance notice. Part of this is retraining how people are driving. Our concern is that we don't want the neighborhood to be dealing with cut through traffic. As long as that access remains, there are going to be people during that half hour period that are going to take advantage of that; we still see that today.

Aldr. Lewis: Safety needs to be the number one issue, but I do have a few concerns about the residents who live there and are on their way to work. They are not going to be allowed out either?

Chief Lamkin: They are allowed out either on the north side onto IL Rt. 31 or from Meadowview.

Aldr. Lewis: Once we put a traffic signal in place, will they be able to go southbound on Riverview Drive out of the subdivision?

Mr. Koenen: That would be the plan. It would be opened 24/7 for four way traffic and managed by the signal.

Aldr. Lewis: So then the high school students will still be able to go through the neighborhood, but the residents would be able to get out?

Mr. Koenen: Correct.

Chief Lamkin: If that continued to be a problem even with the signal, we could still put a restriction in place during that period of time if we needed to, because we are only talking about 30 minutes on school days. This is similar to Red Gate Road eastbound; we put a restriction there regarding left turns in the morning during the same time because we had trouble with students that would come down Red Gate Road and turn left on Meadowview, come around and try to circumvent the line by cutting through, which caused poor driving habits in the neighborhood.

Aldr. Krieger: Would it be possible to go ahead with the right turn lane for eastbound traffic prior to the stop light? That might alleviate some of the problems.

Mr. Koenen: That is an alternative, but the key is that we want to observe what happens between now and the summer construction season and then come back with that recommendation for your consideration.

We have a 90 day window to build whatever we want to build, because we don't want to have construction in front of the high school during the school year, whether it's the right turn lane or the traffic signal.

Chief Lamkin: At the peak time in the morning, we see the eastbound stacking to Chesapeake at times. The right turn lane will probably help reduce some of that, but the right turn will probably not go that far.

Aldr. Payleitner: There are two entrances, correct? Southbound can get in from IL Rt. 31 on a right in/right out?

Mr. Koenen: Correct.

Chairman Stellato: Mark, in your professional opinion, if the School District were to consider another entrance out of the school, is there any location that makes sense?

Mr. Koenen: From my perspective, I believe the vast student population comes from the west and people are coming in from Red Gate Road. If I had the choice to redo this project, I would consider putting another access point along Red Gate Road. Another option is that they have athletic facilities and I don't know what their plan is for that site, but maybe there is another way to integrate that area for access for athletic events and to bring people into the site on the back side.

Aldr. Payleitner: I just want to add that when St. Charles East High School was 10 years old, we only had two exits in as well, so I think this is just growing pains.

Chairman Stellato: Thank you, gentlemen. Great job!!!

No further discussion.

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

6. Additional Business

a. Cancellation of December 24 Government Services Committee Meeting.

No further discussion.

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

Aldr. Carrignan: Mark, this is directed to your team. Sunday morning I drove down Main Street about 6:20 a.m. and you couldn't tell there had been 10,000 people in the street the night before. Downtown looked great the next morning; great job cleaning up from the parade.

To Chief Lamkin; great job running the parade! It was a great night and a lot of fun.

Aldr. Lewis: I just wanted to thank Mark and the Public Works Crews who cleaned up all the leaves in the Fifth Ward. There were many residents who were very pleased, so thank you to all who did such a great job!!!

Aldr. Martin: I would like to take this opportunity to thank Chief Mullen for five years of great service. We wish you well in the future!

Aldr. Turner: Is the resurfacing on IL Rt. 25 done now?

Mr. Bernahl: Most of that work is being completed right now. They are getting the final surface down as well as the final striping. The traffic signal is going up in the next week or so. All the big pieces are coming together now and it will be ready to go for December 15.

Aldr. Turner: Are they done pouring the bridge deck?

Mr. Bernahl: Yes.

Aldr. Turner: So it's just waiting for it to cure and landscaping?

Mr. Bernahl: Items that need to be completed are installation of the remainder of the railings, final actual components of the bridge, some of the electrical components and clean up. Finally, the traffic signal needs to be approved by IDOT and turned on and we'll be ready to.

7. Adjournment

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