

**MINUTES  
CITY OF ST. CHARLES, IL  
GOVERNMENT SERVICES COMMITTEE MEETING  
MONDAY, AUGUST 24, 2015, 7:00 P.M.**

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

**Members Absent:** None

**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; John Lamb, Environmental Services Manager; A.J. Reineking, Public Works Manager; Tom Bruhl, Electric Services Manager; Jim Keegan, Police Chief; Joe Schelstreet, Fire Chief

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

**2. Roll Call**

**K. Dobbs:**

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

**3.a. Electric Reliability Report – Information only.**

**4.a. Recommendation to award the Bid for Fall 2015 and Spring 2016 Tree Planting to St. Aubin Nursery.**

**AJ Reineking presented.** Staff opened bids for the fall 2015 and spring 2016 Tree Planting Programs.

We worked with our arborist, Graf Tree Care, to develop a detailed bid specification. The number of trees called out in the bid will provide the City with options in various settings.

St. Aubin Nursery of Kirkland, IL was the lowest responsive and responsible bidder. Their bid includes the purchase and installation of the tree as well as mulching, initial watering and a two year warranty.

Staff recommends awarding the bid for the fall 2015 and spring 2016 Tree Planting Program to St. Aubin Nursery in the submitted unit priced bid amount not to exceed \$150,000.

**Aldr. Silkaitis:** Who was our vendor last time?

**Mr. Reineking:** Pedersen.

**Aldr. Silkaitis:** Do you know why there is there such a big discrepancy in pricing?

**Mr. Reineking:** It could be because St. Aubin grows a lot of their own product, and Pedersen has to outsource them.

**Aldr. Gaugel:** There were seven companies you solicited, along with posting it and you only got three responses. Did you get a reason as to why the other four didn't respond?

**Mr. Reineking:** We are doing a planting and restoration bid this time, so that cut our prospective bidders down, because previously it was set up for them to do one or the other. We wanted to keep it together so that with the two year warranty we would have only one company to go to.

**Chairman Turner:** We are not just replacing Ash trees anymore; we are replacing other trees that have just aged?

**Mr. Reineking:** Yes, other trees that are failing are included in this as well.

No further discussion.

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

**Motion carried**

**4.b. Recommendation to Reject Bids for Cable Storage Shed.**

**Tom Bruhl presented.** The City hired an architect and engineer to design a cable storage shed for inside the Inventory yard at the Public Works Facility. Since 2006, our cable has been sitting out in the weather and we have had theft problems. We went out for bid and received six responses; unfortunately all of them were over our budget. At this point we are recommending rejecting those bids and we will work with Kluber to do Value Engineering to try to bring the cost of the building down to budget.

Staff recommends rejecting the bids for the cable storage shed.

**Aldr. Silkaitis:** How much was our budget?

**Mr. Bruhl:** \$120,000.

**Aldr. Gaugel:** Do you feel you can make enough changes to bring it down to that?

**Mr. Bruhl:** We are going to try to get as close as we can, but Kluber is thinking we can get to the \$140,000 range.

**Aldr. Gaugel:** Did you get any feedback as to why there was such a discrepancy?

**Mr. Bruhl:** It could be because the concrete work had to be outsourced, or because of the premium materials that Kluber originally designed.

**Aldr. Gaugel:** Can you actively solicit more bidders?

**Mr. Bruhl:** We already hit everybody we knew and Kluber brought a lot of players to the table. Bidders had to pay to get the bid specs from Kluber, so there weren't many who got the bid specs but chose not to bid.

**Chairman Turner:** Please let the record reflect that Aldr. Stellato has joined us.

No further discussion.

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

**Motion carried**

**4.c. Recommendation to approve and accept Easement at 2425 W. Main Street (Buona Beef).**

**Tom Bruhl presented.** As part of the Buona Beef development, we put in our infrastructure but we need an easement to be able to own and maintain it.

Staff recommends approval of this easement.

No further discussion.

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

**Motion carried**

**4.d. Recommendation to approve Change Order No. 2 for the Red Gate Water Tower Construction Project.**

**John Lamb presented.** This is for Change Order No. 2 for the Red Gate Water Tower. This Change Order is for costs associated with the upgraded logo; these costs were not included in the original bid amount due to circumstances surrounding the selection of the logo and the timing of the EPA loan. The Change Order amount will be taken out of the contingency funds and will be included in the low interest loan.

**Aldr. Payleitner:** What logo was originally in the bid?

**Mr. Lamb:** Block lettering.

**Aldr. Payleitner:** Were we aware it was going to cost this much more?

**Mr. Lamb:** We figured there would be additional cost because of all the extra painting on the bottom, but we didn't know how much.

No further discussion.

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

**Motion carried**

**4.e. Recommendation to Waive the Formal Bid Procedure and approve the Purchase of a Sanitary Sewer Trailer Pump.**

**John Lamb presented.** This is a recommendation to waive the formal procedure and approve the purchase of a sanitary sewer trailer. Staff currently owns five Godwin pumps and we have invested over the past six years of setting up a fleet of these pumps, fittings, etc. There is only one dealer in the Northern Illinois area; therefore, staff can only obtain one quote for pricing this equipment, which is the reason for asking for the bid waiver.

**Chairman Turner:** How often are these pumps used?

**Mr. Lamb:** They have been deployed a fair amount this past year with the heavy rainfall events. We know our trouble spots in town with the sanitary sewer backups, so that is when we starting using them to pump out the sanitary sewers and problem areas.

**Aldr. Gaugel:** Do you recall the last time we purchased one and what the cost was?

**Mr. Lamb:** The last pump was purchased two years ago. At that time we did have two quotes and there was an approximately \$2,000 difference back then.

**Aldr. Gaugel:** Were they in line with our current bid?

**Mr. Lamb:** They were about \$6,000 less than the current bid because there has been an EPA emissions requirement put on the new engines for air emissions, so that is 100% the reason for the increase.

No further discussion.

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

**Motion carried**

**4.f. Presentation to Provide Update on North 5<sup>th</sup> Avenue Watermain Project – Information Only.**

**John Lamb presented.** At the beginning of this project there were a number of watermain breaks due to the construction of the project, therefore causing some delays. This pipe is being directional bored for a majority of the length and even though the contractor is experienced in this work and did his homework, they still ran into conflicts.

We have also had trouble with the pipe having more debris than normal in it, so it is taking more work to flush and clean the line out. We are requiring the contractor to televise the line so we can be assured the pipe is clean.

The schedule moving forward is a couple weeks of pressure testing, chlorination and meeting EPA requirements. There are approximately 40 service lines and adjacent lines on residential streets, and it will take approximately two weeks to get all those service lines done. Then we have week or so for the repaving of the road, so we are looking at five to six weeks out.

**Aldr. Lemke:** When you say conflicts, do you mean with utilities?

**Mr. Lamb:** Yes, and because the old main is so frail, even just the action of boring through that area caused a couple watermain breaks.

**Aldr. Gaugel:** There was a follow on project that we had approved on Tyler Road. How will this affect that project?

**Mr. Lamb:** That project has already started; it is all ductile pipe, there is no directional boring.

**Aldr. Payleitner:** So far, so good on that project?

**Mr. Lamb:** Yes.

**Aldr. Silkaitis:** Are we incurring any more costs with this or not?

**Mr. Lamb:** They are currently being addressed by staff and the engineer.

**Aldr. Silkaitis:** They should not be our responsibility.

**Mr. Lamb:** No, it's their responsibility. They have another subcontractor on site that is doing all that. During a normal project, the City does flush with our own water, but they are flushing with a flushing machine and televising it, so they are incurring the additional costs for that.

No further discussion.

**4.g. Presentation to Provide Update on Woods of Fox Glen Creek Stabilization – Information Only.**

**Karen Young presented.** We are proposing to bring this project directly to City Council for approval on September 8, so we wanted to give you information about the project now. This is a creek stabilization project in the Woods of Fox Glen Subdivision between Fox Glen Drive and St. Charles Country Club. This project is currently out for bid; we had a pre-bid meeting last week and we had 6-8 contractors and/or subcontractors attend. The project is proposed to be under construction this fall through December for the major construction work, with restoration and landscaping to take place in spring.

Our bid opening is scheduled for this Friday. If all goes well, we are hoping to be back at that City Council meeting at the beginning of September to get approval and get the contractor moving forward.

**Chairman Turner:** Didn't we already do work on this creek?

**Mr. Suhr:** Yes, approximately two years ago we did do some minimal work at the outfall of the culvert. We brought some stone in, did some grading work and cleared some trees. Also as an annual maintenance item, we are protecting the sidewalk that runs up along the area with fencing.

No further discussion.

**5.a. 2015 Walk to End Alzheimer's – Information Only.**

**Chief Keegan presented.** This is the first year for this walking event, sponsored by the Alzheimer's Association, and it is scheduled to take place on Saturday, September 26. The walk is going to start at Pottawatomie Park, proceed south to Mount St. Mary's and then back to Pottawatomie. There is an amplification permit for music and public speaking. This is a morning event and there are no costs to the City.

No further discussion.

**5.b. Recommendation to approve Use of Amplification Equipment and a Resolution for the Closure of Routes 64 and 31 for the Holiday Homecoming Parade.**

**Chief Keegan presented.** This is the annual parade that the City hosts in conjunction with the Downtown Partnership. The Resolution is for the use of amplification and the street closures for Routes 64 and 31 pursuant to IDOT approval.

The street closures will take place from 5:15 p.m. to 8:00 p.m. The date of the event is November 28, 2015. There is some City funding, and the costs are outlined in your Executive Summary.

No further discussion.

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

**5.c. Recommendation to approve Downtown St. Charles Partnership Request for Use of Amplification Equipment and to Close 1<sup>st</sup> Street to Host Lighting of Lights in the 1<sup>st</sup> Street Plaza.**

**Chief Keegan presented.** This is a recommendation to approve the Downtown St. Charles Partnership request to use amplification equipment and the closure of 1<sup>st</sup> Street for the Lighting of the Lights on 1<sup>st</sup> Street Plaza. The temporary lot that is going to be open throughout the 1<sup>st</sup> Street Project will be closed in conjunction with the 1<sup>st</sup> Street Closures on the times mentioned, which is 4:00 p.m. to 7:00 p.m.

**Aldr. Krieger:** Traditionally there is a large crowd on the east side of 1<sup>st</sup> Street. Can we do anything different with the crowd if there is going to be construction fencing?

**Chief Keegan:** We are going to do our best to not only be good neighbors through the construction, but also to facilitate special events like this. There are going to be some issues to contend with, but have already started preliminary discussions with Public Works.

**Aldr. Krieger:** Can we make sure the hole is properly barricaded?

**Chief Keegan:** Yes.

No further discussion.

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

**6. Additional Business.**

None.

**7. Move to go into Executive Session to discuss Land Acquisition.**

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

**K. Dobbs:**

**Bancroft:** Yes

**Krieger:** Yes

**Gaugel:** Yes

**Bessner:** Yes

**Lewis:** Yes

**Stellato:** Yes

**Silkaitis:** Yes

**Payleitner:** Yes

**Lemke:** Yes

**8. Adjournment from Executive Session.**

Motion by Aldr. Stellato, seconded by Aldr. Krieger. No additional discussion. Approved unanimously by voice vote. **Motion carried.**

**9. Adjournment from Government Services Committee Meeting.**

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