



CITY OF WASHINGTON COUNCIL REPORT

September 13, 2024

ENGINEERING – Dennis Carr/Ross Fuller

- The Freedom Pkwy extension is nearing completion. UCM finished all the paving work last week. Landscaping crews have been on-site this week working to get the ROW seeded and strawed. They have also planted shrubs and trees throughout the ROW. Core and Main's approach off Cummings has been replaced and will be opened back up on Monday. All new signage has been installed. The speed limit is posted at 40 MPH. The contractor is waiting on Ameren to supply power to continue with the signal work.
- Paving work for the Nofsinger realignment is scheduled to begin today, September 13. While the main scope of paving work will be focused throughout the new intersection of RT 24 and Nofsinger, no traffic shift will be necessary for the work to be completed. The new rec trail south of RT 24 will be completed in this second phase of paving as well. This project is quickly coming together, we have high hopes that the new road will be open by winter.
- Stark is currently running two underground crews for the Catherine reconstruction project. The new water main has been installed and will be filled and tested in the coming days. Storm sewer work is in full swing and should be completed by the end of next week. We decided it would be beneficial to replace an extremely old sanitary manhole at the intersection of Main/Catherine due to its condition and a number of pipes that were not in use anymore.
- UCM has completed all the work for this year's MFT project. All excess rock from the chip seal has been swept up. The fog coat application was completed on Wednesday. It was good to see that the issues that they had with the application streaking last year have been addressed. The final product looks great.
- Knapp Concrete has started on the first Storm Water Priority Project. Equipment was mobilized into Felker's late last week. Pipe and manholes have been delivered as well. Storm sewer installation began late Wednesday, and they have made good progress since. All residents who are directly impacted by this project were notified before it began.
- Five Points has begun reviewing the potential amendment to our agreement that will allow the City to use one of their banquet rooms as our council chambers. Pearl Technologies is working with Five Points staff to get the cameras and data lines installed.
- Staff has been working with our consultants on a few addenda for the Drainage Priority Project 5 – Cedar Street Improvements. There have been numerous questions coming in from the contractors because of the large area of that project and how many roads and pipes are affected.
- CMT is now working on a scour analysis for the Candlewood Bridge. IDOT requested this as a comment of their review of the bridge condition report. Depending on how this analysis turns out, CMT may have to design scour countermeasures for the bridge as well.
- IDOT's September letting is on the 20th. At this point, it does appear that the mill and overlay and subsequent ADA upgrades for a portion of Rt. 8 and Rt. 24 are still on the letting. Representatives from IDOT let me know they were hoping to get an expedited approval of the contract to allow for paving to take place in 2024. The ADA work would then take place in the Spring. This could all change, but that is where things currently stand.

FINANCE – Joanie Baxter

- Updated vehicle listing and compared to Troxell and Selective insurance listing.
- Created a spreadsheet to track additions and deletions of vehicles and equipment as well as dispositions to track changes and confirm endorsements.
- Analysis of expenses/invoice documentation for Public Works/Evidence Building fire claim.
- Gathered information for our actuary for a portability transfer for a new officer.
- Participated in zoom call regarding Community Solar. This program which provides billing credits and doesn't involve installation of solar on City buildings will be discussed in more detail at the November COW.
- Began preparation of Police Pension Fund Annual Report for FYE 4/30/2024
- Jill processed and I reviewed payroll for September 13, 2024

- Utility Billing (August 31 – September 13, 2024)
 - A total of 5,520 bills were processed for September, including 749 emailed bills (13.6%)
 - A total of 520 penalties were assessed for delinquent August bills
 - A total of 45 disconnects were processed for August, including 17 owing a balance, 22 with credit balances, and six with a zero balance
 - A total of 15 cutoffs were processed for July billing and 18 door knockers were distributed and 23 payment arrangements made
 - A total of seven delinquent accounts from July disconnects were sent to Collections
 - New accounts and account closings processed:
 - 17 ins
 - 26 outs
 - Leak detection through RNI and Sensus Analytics software – 53 leaks were caught and residents/businesses notified
 - There were 27 new residents in August

HUMAN RESOURCES – Maureen Chambers

- Finalizing Health & Wellness Fair. Event is next week.
- Prepared September Newsletter.
- Advertised October Lunch and Learn. Created Fall HR Checklist activity that might be rolled out and be another wellness point opportunity.
- One more interview for D&C Laborer this week. Will select candidate hopefully by end of week and provide offer letter week of September 16.
- Preparing onboarding materials for part-time officer.
- Working with Brian to schedule PW Safety Lunch for end of 2024 and 2025. Considering onsite OSHA 10 Hour certification training for 2025.
- Beginning to think about Open Enrollment time and developing a streamlined process. Considering a much more simplified questionnaire in order to provide one on one attention to employees requesting changes.
- Looking into anti-harassment training videos/platform in order to change it up from last year. Training takes place month of November and is required for ALL employees.
- Save the Date: Holiday Luncheon – December 12 at Tres Rojas.
- Processed handful of recruitment/termination/retirement/personnel/benefit items.

PLANNING & DEVELOPMENT – Jon Oliphant/Joe Boyer

- The October PZC meeting will have two items: 1) A variance request from Jason Hawksworth at 14 Chrisendale Lane to allow for a ground-mount solar array to be located on a parcel without a principal structure. Mr. Hawksworth owns an undeveloped parcel to the west of the property that includes his house. He attempted to have the two lots combined, which would have allowed for the construction of the ground-mount array. However, the parcels are in two separate school districts and are not able to be combined by law. The property otherwise meets the zoning code regulations; and 2) A request from Robinson Outdoor, LLC, on behalf of Eagle Ridge Development Company, LLC, for a large billboard variance at 1230 Peoria Street: 1) To allow a large billboard adjacent to a road with a maximum permissible speed limit of less than 55 miles per hour; 2) To allow a large billboard to be located less than 20 feet from the property line; and 3) To allow a large billboard to be located within less than 500 feet from the nearest lot line of any residential zoned lot. The zoning code classifies a large billboard as an off-premise sign of larger than 64 square feet. Billboards are only permitted adjacent to a corridor with a speed limit of at least 55 mph, necessitating a variance request. Staff has concerns about its proposed location. The PZC will serve as an advisory body for that case and its recommendation will be brought to the Council for a first reading ordinance in October.
- The brewpub construction continues to move forward. First floor electrical and plumbing inspections are tentatively planned for next week. The elevator is ready to be installed. Drywall is being finished on the second floor. They are still awaiting the arrival of the electrical switching equipment. The kitchen installation is nearly complete. The exterior masonry is tentatively scheduled to be completed next week. The roof structure of the 120 Walnut (former Knights of Columbus) building has been demolished to make way for a new roof. The goal is to complete the roof work before the winter.
- A first reading ordinance for the Washington Historical Society's reimbursement request will be placed on the Council's agenda for a first reading ordinance on Monday. Staff received a request late in the week from WHS to include the actual cost of the recently completed window work. It is a little more than \$400 higher than the estimated cost. Staff

seeks feedback on Monday about the possible inclusion of the actual cost, which could be amended prior to the second reading ordinance on October 7.

- A certificate of occupancy has been issued for the completion of the building at the northwest intersection of N. Cummings and W. Cruger that will house equipment and an office for Central Illinois Snow Removal.
- The second Washington Commercial Building and Property Improvement Grant Program project for the parking lot improvements for Countryside Banquet & Catering has been completed and the paid invoice has been submitted. As a result, the approval of the City's \$69,500 reimbursement will be scheduled for approval at the September 16 Council meeting.
- Staff will be attending the Illinois APA state conference during part of the last week of September.

PUBLIC SAFETY – Chief McCoy/Deputy Chief Stevens

Nothing to report at this time

PUBLIC WORKS – Brian Rittenhouse

- Staff has finished investigating galvanized service lines. There are around 8 that need to be replaced, so staff will work on a plan to get those switched out.
- Staff assisted with televising sanitary sewers on Catherine Street.
- Staff replaced a catch basin and section of road on Cruger near Dallas.
- I spoke with EJ Equipment, and was given an update that the street sweeper is expected to be delivered at the end of October. I will reach out again at the beginning of October to check status again.
- At the Wastewater Treatment Plant, clarifier #2 was drained and inspected. Corroded pipes and new skimmer rubbers were replaced. The tank will be put back into service next week.
- Well #11 has a possible motor failure or wire failure and will need to be pulled again. Franklin Motor reps were on site to check settings first and now we will need to schedule the pulling of the well. This should all be covered under warranty.