

The meeting was called to order by Vice-Chairman Dave Dingledine at 5:00 p.m.

**Present:** Alderman John Blundy, Alderman Mike Brownfield (virtual), and Alderman Dave Dingledine

**Also Present:** City Engineer Dennis Carr, Mayor Gary Manier, City Attorney Brittany Miller, Planning and Development Director Jon Oliphant, Utilities Superintendent Brian Rittenhouse, Public Works Director Kevin Schone, City Administrator Jim Snider, Alderman Lili Stevens

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A request was made to allow Alderman Brownfield to participate remotely. Motion to approve made by Alderman Blundy, seconded by Alderman Dingledine. Motion approved.

**1. Non-member Aldermen Wishing to be Heard on Non-Agenda Item:** Alderman Stevens asked about the scope of the eventual construction of a recreation trail on Freedom Parkway. Staff responded that while any construction adjacent to the existing Wal-Mart development would occur at a future time, completing the engineering and possibly the land acquisition for it would be more efficient to do now.

**2. Citizens Wishing to be Heard on Non-Agenda Item:** Brett Pudik asked about the timing for the draft engineer report for the Phase 2B project. Staff indicated that it received the draft report on Friday and will conduct an internal review first before sending to the City Council for its review.

**3. Approval of Minutes from January 3, 2022, Meeting:** Motion to approve made by Alderman Blundy, seconded by Alderman Brownfield with an amendment that City Attorney Derek Schryer was in attendance. Motion approved.

**4. BUSINESS ITEMS:**

**A. PUBLIC WORKS OVERVIEW FY 2022-23:**

Staff provided an overview of the current staffing and facilities within the department. Staffing is adequate for FY 22-23 with an additional employee planned to be added in Distributions and Collections in FY 23-24. Among 22-23 projects considered in Streets is the replacement of curb and driveway approaches on Beldre at an approximate cost of \$80,000 and the overlaying of the cemetery alleyways at an approximate cost of \$47,775. The asphalt projects can only be completed if Public Works is able to secure an asphalt paver, which carries an approximate cost of \$12,000. If a paver cannot be secured, crews will work on ADA ramps and inlet replacement or repairs. Stormwater project considerations include open-cut or lining of storm sewer on Oakwood, which will be budgeted at \$175,000, and ditch cleaning and culvert replacement in Beverly Manor, Felker's Addition, and South Annex. Only one of these are anticipated to be completed due to the significant scope. Staff will likely budget \$50,000, and possible more if needed, to get some of the work completed. A question was asked about the planned work in Felker's. It was originally planned a couple of years ago.

Possible Water Treatment projects include filter softener replacement at WTP #2 at an estimated cost of \$550,000, a water quality study, which includes a nitrification action plan and engineering, at an estimated cost of \$300,000, and upgrades to SCADA communications at WTP #2 and Wells #11 and 12 at an estimated cost of \$65,000. A question was asked about how many water meters have needed to be replaced. Staff responded that not many have been replaced. Possible Wastewater Treatment projects include the repair of the concrete catwalk above the digesters at WWTP #2 at an estimated cost of \$304,000 and a new generator at WWTP #2. This has been ordered but it will likely roll over to FY 22-23. Additional demolition work consisting of several structures and the filter building interior is planned at WWTP #1.

Possible Distributions and Collections projects include CIPP main lining and prep work at an estimated cost of \$330,000, sewer main replacement at \$45,000, and water main replacement at \$150,000. A question was asked about whether all of the valves have been turned. Staff responded that all that were within the contract scope have been turned. Another question asked how many leaks have been due to valve turning. Staff indicated that not many have been directly related to the turning. Among the Fleet Maintenance projects are the purchase of a hydraulic excavator at an estimated cost of \$160,000 used or \$190,000 new and a plow truck at an estimated cost of \$162,000.

This will likely roll over to FY 23-24, as orders currently have an 18-month lead time. A backhoe is planned for purchase at an estimated cost of \$135,000. Both Alderman Dingledine and Alderman Blundy indicated that it might be best to hold off on the excavator purchase during 22-23. A question was asked about whether the planned mower is the same one that the City currently uses. Staff responded that it is the same mower and that staff has been happy with the Ventrax.

Possible Building projects include the replacement of the roof/Reskin building at WTPP #1 at a cost of \$45,000 for the roof and \$38,000 for the Reskin building and tuckpointing at the W. Jefferson shop/evidence building at a cost of \$40,000.

*Comments: The Committee was supportive of the planned budgeted items with the possible exception of holding off on the excavator purchase during the next fiscal year. This will be presented at an upcoming Council meeting.*

**B. ENGINEERING OVERVIEW FY 2022-23:**

Staff provided an overview of possible construction and design projects during FY 22-23. Among the construction projects is the reconstruction of one-third of Hilldale Avenue, sewer and water main installation for the southeast side of the Square, a chip and seal maintenance project, finishing the construction of the Centennial recreation trail, a crack sealing project, Freedom Parkway, a mill and overlay of N. Cummings Lane, Water Plant #1 upgrades (that is dependent on a desktop corrosion study), and the Shellbark Court pavement rehabilitation. Design/study projects include the design of the third phase of Hilldale, pavement condition rating inventory, a leak detection study, and the Phase 2B trunkline sanitary sewer.

Potential studies that are not included in the capital improvement plan (CIP) include a citywide workspace study, smoke testing of sewers on the southeast side of the Square (depending on this cost, it could extend closer to the eastern city limits), the Jackson Street pedestrian bridge design, a redundant water main for Water Treatment Plant #2, and the water main design for Walnut Street/Peoria Street/Washington Road. Potential construction projects not included in the CIP include a mill and overlay of Wilmor Road from BR 24 to Newcastle. Additionally, some stormwater projects may include the following: North Street to Hilldale Avenue drainage channel, sump drain lines on the southeast side of the Square (which would result from smoke testing), a sump drain line on Fayette Court, ditch grading in Felker's Addition, Yorkshire Court drainage, and a culvert in Oakwood Heights.

Staff is hoping to hire a full-time GIS Specialist and to discontinue the contract with Cloudpoint Geographics. While staff has had a good relationship with Cloudpoint, the current contract is for \$62,000 and it is anticipated that a full-time position would not cost significantly more for the salary and benefits with the ability to have a person in the office considerably more. Staff is continuing to analyze this possible desired hire.

*Comments: Due to time restrictions, no further discussion was held.*

**C. SOUTH SIDE SQUARE COUNTY RLF ADA UPGRADE PROJECT:**

Staff recently received a draft design of possible Tazewell County ADA sidewalk upgrades as part of the County's lapse revolving loan fund project. Washington's potential project on the south side of the Square would include a handrail stretching approximately 10' to be placed with a barrier wall in order to meet ADA standards. This would be placed halfway between the building facades and the curb and be roughly centered on the western 2/3 of the south side facades. While an alternative location for a handrail may be possible, the County's project would not allow for any design changes to be incorporated given the timing deadline to complete the construction this year. It is also important to note that the eventual construction of a pedestrian refuge bumpout to reduce the crossing distance to the interior park may likely mean that some of the sidewalk constructed as part of this project would be torn out to accommodate the bumpout construction. At the current time, no City funds would be required for the project should there be an acceptance of the design. However, a local match may be requested in the coming weeks in order to accommodate more of the current project scope once the bids are opened on February 17.

*Comments: The Committee was unanimous in not favoring the current design with the handrail located in the middle of the sidewalk.*

**D. FREEDOM PARKWAY LAND ACQUISITION ENGINEERING SERVICES AGREEMENT:**

The City received Surface Transportation Block Grant funds to assist with the construction of the middle 2,500'+/- of Freedom Parkway, which is earmarked for FY 2024. Because IDOT has oversight of the project, right-of-way acquisition guidelines must be followed in order to receive proper funding. While the majority of the ROW was acquired many years ago, there are ten parcels needed to acquire permanent easement, temporary easement, or ROW. The additional land acquisition is to maintain proper drainage, add sidewalk near Walmart, and to accommodate a truck-turning movement onto northbound N. Cummings. Hanson Professional Services performed the land acquisition services for both Centennial Drive and Bobolink Drive and was able to secure the properties in a professional and timely manner. Hanson has a strong land acquisitions department and should be able to secure the properties in time to meet IDOT's schedule. Because three of the parcels might exceed the waiver evaluation fee limits, three appraisals and review appraisals were scoped per IDOT's requirements. The total cost for the land acquisition services is \$51,750 and staff recommends moving the agreement to the Council agenda on February 7 for approval.

***Comments: The Committee was unanimous in recommending approval of the agreement to that evening's Council agenda for approval.***

**E. IDOT RESOLUTION FOR MAINTENANCE:**

IDOT requires municipalities to pass a resolution approving the use of Motor Fuel Tax funds. The resolution appropriates a sum of \$1 million to be used for a general maintenance project. This would be the first step towards getting a general maintenance project on IDOT's radar for the upcoming fiscal year. If the resolution passes, the appropriate forms will be completed and sent to IDOT for review. This would allow for the MFT project to be on IDOT's calendar for an April letting and award. The City currently has about \$1.5 million in its MFT reserves. The City will also receive around \$600,000 in MFT payments this year. A \$1 million project will use up some of those funds but will still leave the City with over \$1 million in MFT surplus that can be used at a later date. The project areas staff is looking to move forward with include east of Lawndale, the "presidential street area," and the area just north of BR 24 to the east of Wilmor Road. Staff recommends placing this resolution on the February 7 Council meeting for approval.

***Comments: The Committee was unanimous in recommending approval of the agreement to that evening's Council agenda for approval.***

**STAFF UPDATES:**

- Staff has received the draft Phase 2B engineering report.

**OTHER BUSINESS:**

- Kudos to the Public Works staff on the snow removal last week.

**ADJOURNMENT:** Motion approved by Alderman Brownfield seconded by Alderman Blundy. Meeting adjourned at 6:20 p.m.