

**Public Works Committee  
Minutes  
7:00 P.M.; November 27, 2006**

**DRAFT**

Minutes of a regular meeting of the Public Works Committee of the City of O'Fallon, held in the Mayor's Conference Room, City Hall, 255 S. Lincoln, O'Fallon, Illinois on November 27, 2006.

CALL TO ORDER: Time: 7:00 P.M.

ROLL CALL: MEMBERS: Medford, Drolet, True, West; Absent: Renner

STAFF LIAISON: Denton, Funk, Gentry, Bell

NON-COMMITTEE ALDERMEN: Reckamp, Schmidt, Albrecht

GUESTS: Jennifer Bowen, Dan Toberman, Dave Pfeifer, Russ Smalley, Larry Henken, Mr. & Mrs. Ohlendorf

Minutes from October 23, 2006 were approved.

Item 1. No Action/Deferred Items:

Water Conservation Ordinance

E. Washington Street (Behind Dairy)

No Action on the above items was reported. (Open)

Item 2: **POI:** Matthew Drive Culvert, Railroad Tie Retaining Wall – Hoelscher Engineering and Jonathan Nolan have inspected the culvert. It has a number of small holes in it and has been a maintenance issue for several years. It is believed at this point that the culvert can be lined, thereby extending its useful life several decades. The lining process will not be cheap, but the alternative due to the proximity of the culvert to the foundations of the homes and the difficulty in replacing the culvert make lining the least expensive alternative. Hoelscher is working on a proposal for the lining project. (Open)

Item 3: **AI:** Meter Change-out – Staff presented a proposal from Gonzalez Companies for water meter review, design and replacement. Gonzales will act as the construction manager for this project. Approximately 60 meters were removed from the scope of the Automated Read Project (16,000 meters +/-) due to their complexity and degree of effort required to change them out. Water Division staff has changed out all but about 20 of these. The estimated cost of this engineering and construction work is \$130,000.00.

Motion: Committee moved to recommend approval of the proposal by the full Council. (Closed)

Item 4: **POI:** Waste Management's New Recycling Program – Staff reported on "Recycle by Mail" program. The City will receive recycle bags for ink jet cartridges and cell phones with our logo and an identifying bar code on the

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bag. The bags with a prepaid postage mark are sent in and the city receives a credit of 65% of the worth of the recycled item. Waste Management sends the city a check quarterly based on our recycling. Staff will get the word out to residents in a press release, water billing and the City Quarterly. (Closed)

- Item 5: **POI:** No Parking Zone, Church of Christ – We have a letter from the Church desiring no parking in an area that is along a steep ditch bank. They are afraid it is too big a risk for their members who might park there. Staff presented locations of “No Parking” signs on Adams. The church owns the property on both sides of the street. (Closed)
- Motion. Committee moved to recommend an ordinance. (Closed)

- Item 6. **POI:** Park Zone Signs and Speed Limits – Staff presented information about IDOT adopting a standard for speed limits in the area of parks, much like schools. 20 MPH is standard and there will be signage that designates park zones. According to the State guidance, an ordinance or resolution will be required to designate individual park zones. (Closed)

- Item 7. **POI:** Auto-revert Billing on Water Services - A local rental property owner written staff indicating that our water shut-off and turn-on process interferes with the cleaning of his properties at time of account closure and that the turn-on cost is an expense that could be avoided. He is suggesting that the account automatically revert to the owner without a turn on fee. Staff indicated that a separate meter read by field staff and account changes by office staff are required each time a billing switch is made and that this is what the turn on fee is in place to recover. Staff suggested that an alternative for this situation would be to leave the water account in the property owner’s name for rental properties. Committee would like staff to look at the cost of the turn on fee. (Open)

- Item 8. **AI:** Supervisory Control and Data Acquisition (SCADA) - Staff presented a proposal from Gonzalez Companies for SCADA component construction, software integration and construction management - Phase 1 in the amount not to exceed \$300,000.00. This agreement will provide professional services for the design and installation of a new SCADA system for the City’s water distribution system. The new control system is necessary to manage pump starts, tank levels, alarms, callouts, reports and other activities for the water system. This agreement includes the software and hardware components for the system. Actual costs estimates will be refined through design and bidding of work. The water system infrastructure to be covered by the SCADA system in Phase I includes the 3 existing water towers, 2 ground storage tanks and booster pump station. Integrator services will also include planning and design of software

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components to integrate the 2 planned elevated storage tanks and French Village Booster Pump Station. The system will also be designed to accommodate future expansion to the Waste Water Treatment Plant and sanitary sewer lift stations currently controlled by other systems.

Motion: Committee moved to recommend approval of the proposal by the full Council. (Closed)

Item 9. **POI:** Library Fence – Staff presented the City Attorneys recommendation to abandon the easement and not replace the fence. When asked Denton said the last proposal he heard was the city & residents share in the cost of a new fence and we vacate the easement. Mr. Smalley said he didn't want to accept this option. He wants the city to responsible for the fence. Mr. & Mrs. Ohlendorf said they would accept this option. Another option was replace the fence this one time and vacate the easement. There was some discussion about whether the easement at this location is actually a general utility easement or whether it exists for the purpose of the fence. Staff was given direction to check on the cost of vinyl fence and present the information at the next meeting. Staff is also to investigate questions surrounding the easement.

Item 10. **POI:** Sanitary Sewer Inflow and Infiltration (I & I) – Staff reported that the industry standard norm is approximately 10% due to leaks and illegal connections, etc. Staff updated the committee regarding investigations currently underway to determine the scope and location of problem experienced in our sewer collection system. General statistics reveal that our I/I percentage is higher than the norm but that our peak flows are not as bad as others locations in the area. Investigations will continue to determine location and scope of problems along with recommended solutions.

Item 11. **POI:** Status of Public Works Projects, FY07 – Staff updated the committee and answered questions on projects.

Item 12. **POI:** No December Public Works Committee Meeting

ADJOURNMENT: 8:40 P.M. PREPARED BY: Bell & Gentry

Next regular meeting is scheduled for Monday, January 22, 2006 at 7:00 P.M., to be held in the Mayor's Conference Room or Council Chambers at City Hall dependent upon the number of visitors at the meeting.

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**AI:** Action Item