

**Public Works Committee
Minutes
6:30 P.M.; February 26, 2007**

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 February 26, 2007.

CALL TO ORDER: Time: 6:55 P.M.

ROLL CALL: MEMBERS: Medford, Drolet, True, West; Absent: Renner
STAFF LIAISON: Denton, Rich, Funk, Sullivan
NON-COMMITTEE ALDERMEN: Albrecht, Gardner, Reckamp, Schmidt
GUESTS: Dan Toberman, Dave Pfeifer, Jeff Holland

Minutes from January 22, 2007 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 – Staff presented the results of the investigation by Hoelscher Engineering into the condition of the culvert and alternatives to repair it or improve its condition. Alternatives are replace the section under Matthew Drive, riprap the outfall area, initiate a monitoring program, replace the City owned 306' section of the pipe, replace the 261' section of the piping that does not show up on the City infrastructure drawings, and add a section of piping to relieve the problems associated with an aging retaining wall. The option of lining the pipe appears to be out due to its large circumference. Staff is going to consider the options and have additional discussions with the Hoelscher staff before recommending a course of action to the Committee. (Open)
- Item 3: **POI:** Auto-revert Billing on Water Services – Dean Rich reported that the City's billing software is not set-up to provide the automatic reversion of the water bill to the landlord at the time a tenant vacates a rental property. After some discussion, the Committee asked that the cost of modifying the software be researched; so, the Committee could decide on whether to pursue providing such a service. (Open)
- Item 4: **POI:** 207 Spruce Sewer Lateral – Staff presented the three bids that Ms. DeSpain-Rogers received from plumbing services to remediate her sewer lateral problems. She desires to go with a lateral replacement instead of an ejector pump. Committee decided that if she can work the details out with her neighbor as to the re-routing of her lateral, the City had little room to object. Staff will inform her that she may proceed as she wishes. (Closed).

POI: Point of Information
AI: Action Item

Item 5: **AI:** Julia Sanitary Sewer Lift Station Emergency Repair – After a number of weeks where problems with the operation of the lift station grew worse and operations were threatened, emergency repairs were initiated by staff and Vandevanter Engineering by direction of the City Engineer. Vandevanter immediately placed on order materials needed to supplement those already obtained by the Sewer Division. The final repair will consist of installation of a new electrical service and control panel, new wiring, new discharge piping, installation of a new pump with upgraded impeller, pump extraction guide rails, pump extraction cabling, and new pump control floats. The cost of the contractor portion of the repairs is estimated to be \$14,953.

Motion: Committee moved to recommend affirmation of the emergency procurement of services by the full Council. (Closed)

Item 6. **AI:** Water Division Supplies – Staff presented the bid tabulation for the procurement of the water supplies. Five bids were received. The lowest 3 bids were separated by less than \$200. The low bid was from Midwest Meter Inc., and staff believes the bid to be responsive to the requirements.

Motion: Committee moved to recommend purchase of the water supplies from the low bidder at a cost of \$10,711.75 to the full Council. (Closed)

Item 7. **AI:** Additional Design Services for Water Booster Pump Station – Staff presented a proposal by Burns & McDonnell for additional and re-design efforts associated with staff desires for the pump station. The items that require additional work are to address addition of a transmission system for use of a farm tractor PTO to drive a pump in an emergency condition, lengthening of the building to accommodate the PTO driven pump, addition of security cameras for the compound, addition of a security system, and replacement of asphalt paving with concrete paving in the compound. Staff will address items of the proposal that appear to be high prior to final Council approval.

Motion: Committee moved to recommend approval to the full Council of the proposal for \$36,000 contingent upon staff's further investigation to higher costs than anticipated for building architectural changes. (Closed)

Item 8. **AI:** Water Main Design – Reider and Shiloh Valley Township Roads - Staff presented a proposal from Rhutasel and Associates for the design and easement preparation for approximately 14,300 feet of 12" diameter water line along the corridors of Reider Road and Shiloh Valley Township Road south of Highway 50 and north of I-64.

Motion: Committee moved to recommend approval to the full Council of the proposal for \$70,500. (Closed)

Item 9. **AI:** Land Acquisition Services - Reider and Shiloh Valley Township Roads – Staff presented a proposal from SCI Engineering for negotiation of easements across 21 parcels along the corridors of the proposed water line discussed in Item 8 above.

Motion: Committee moved to recommend approval to the full Council of the proposal for \$15,750. (Closed)

Item 10. **AI:** PET Dairy Area Topographic Survey – Drainage along the boundary of the dairy and areas to the north and south have been problematic for a long period. Staff requested a proposal from Rhutasel and Associates for a topographic survey of the area to start the design process of an improved drainage system. The proposed cost of these services is \$13,700.

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

Item 11. **AI:** Cambridge Condominium Sewer Laterals – Committee reviewed the proposed sewer lateral installation for the condominium phases west of Cambridge Street as compared to the lateral system used on the buildings on the east side of the street. Discussions centered around what is the correct approach. Opinions varied; Jeff Holland, the developer of the condominiums was present and engaged in the discussion. The vote on the issue was 2-2 with Aldermen Drolet and West voting against the variance allowance previously approved by the Community Development Committee.

Motion: The variance request will be sent back to the full Council without a recommendation by the Public Works Committee. (Closed)

Item 12. **POI:** Snow and Ice Control Policy – Staff presented a proposed written policy for snow and ice control which mirrors the actual procedures followed by members of Public Works during snow and ice events. Due to time constraints no further discussion of the policy was held. Members will be sent an electronic copy of the policy for review and discussion at the next Committee Meeting. (Open)

Item 13. **POI:** Storm Debris Removal Policy – Staff presented a proposed written policy for storm debris removal formulated upon the activities surrounding the November 30th – December 1st 2006 storm. Due to time constraints no further discussion of the policy was held. Members will be sent an electronic copy of the policy for review and discussion at the next Committee Meeting. (Open)

Item 14. **AI:** FY08 Water Operations Budget - Committee members were alerted to the highlights of the budget. For water, the bulk of the expenditures this coming fiscal year will be in support of the capital improvements, water

POI: Point of Information

AI: Action Item

towers and pump station construction driven by IEPA comments. The water operations budget amounts to \$14,236,049 as currently proposed. There are no additional full-time equivalent employees proposed directly in the water budget; however, a portion of the pay and benefits for the full-time Administrative Assistant for Engineering and GIS Specialist for the Operations Group will come from water funding. (Closed)

- Item 15. **AI:** FY08 Wastewater Treatment Plant (WWTP) Operations Budget - Committee members were alerted to the highlights of the budget. For the WWTP, funding is to support the current operations with little beyond that, except the installation of emergency generators to power the main plant and the terminal lift station as directed by IEPA. The WWTP operations budget amounts to \$2,924,770 as currently proposed. There is one additional full-time equivalent employee proposed in the WWTP budget. A lab technician will be needed to provide the testing required under the new National Pollution Discharge Elimination System (NPDES) permit as currently written by IEPA.
- Item 16. **AI:** FY08 Sanitary Sewer Lines Operations Budget - Committee members were alerted to the highlights of the budget. For the Sewer Lines Division, funding is to support the current operations with nothing beyond that. The Sewer Lines budget amounts to \$1,549,765 as currently proposed. There are no additional full-time equivalent employees proposed directly in the Sewer Lines budget; however, a portion of the pay and benefits for the full-time Administrative Assistant for Engineering and GIS Specialist for the Operations Group will come from sewer funding. (Closed)
- Item 17. **AI:** FY08 Streets Division Operations Budget - Committee members were alerted to the highlights of the budget. For Streets, funding is to support the current operations with a new 1-ton Dump Truck with Snowplow and Salt Spreader and a new 3-cubic yard Front End Loader with Brush Claw Attachment. Both equipment items replace existing pieces. The Streets budget amounts to \$2,770,031 as currently proposed. There is one additional full-time equivalent employee proposed in the Streets Division. With recent significant additions to City's streets due to subdivision additions an additional employee to operate a street sweeper is required. In addition to the one full-time equivalent employee proposed directly in the Streets budget, a portion of the pay and benefits for the full-time Administrative Assistant for Engineering and GIS Specialist for the Operations Group will come from Streets funding. (Closed)
- Item 18. **AI:** FY08 Proposition S Budget - Committee members were alerted to the highlights of the budget. The City's overlay and phased reconstruction of North Lincoln are both funded and make up the majority of the pavement

replacement effort for the year. The funding of stormwater remediation was increased to \$350,000. The Prop S budget amounts to \$1,926,894 as currently proposed. There are no full-time equivalent employees supported by this funding. Contractor design and technical service efforts are, however, funded under this budget. (Closed)

- Item 19. **AI:** FY08 Motor Fuel Tax Budget – Committee members were alerted to the highlights of the budget. The City's MFT effort for this year is smaller than past or anticipated future year efforts as no federal or state grants are applicable at this point to road improvements. Design and maintenance work is provided for. The MFT budget amounts to \$810,000 as currently proposed. There are no full-time equivalent employees supported by this funding. Contractor design and technical service efforts are, however, funded under this budget. (Closed)

ADJOURNMENT: 8:55 P.M. PREPARED BY: Dennis Sullivan

Next regular meeting is scheduled for Monday, March 26, 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.