

PUBLIC WORKS COMMITTEE
MINUTES OF JANUARY 10, 2017

#1 CALL TO ORDER

Chairman Mike Puhr called the meeting of the Public Works Committee to order at 6:01 p.m. at the Robert E. Jones Municipal Building, 17 W. Main St., Danville, Illinois.

Roll Call was answered by Chairman Mike Puhr, Vice Chairman Jon Cooper, Aldermen Mike O'Kane Sherry Pickering, Lloyd Randle, and Rick Strebing. Alderman Rickey Williams, Jr. was absent. A quorum was present.

Others in attendance included Mayor Scott Eisenhauer, Aldermen R.J. Davis, Dan Duncheon, and Tom Stone, City Clerk Lisa Monson, Engineering & Urban Services Director David Schnelle, Planning & Urban Services Manager Christopher Milliken, Engineer Colleen Ruhter, Assistant City Engineer Eric Childers, Public Transportation Director Lisa Beith, Public Works Director Doug Ahrens, 6 audience members, and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Puhr presented Minutes of the regular meeting of December 13, 2016. Alderman Randle moved for approval as presented, seconded by Vice Chairman Cooper. On the voice vote, all ayes, no nays; the motion so ordered.

#3 APPROVAL OF AGENDA

Chairman Puhr presented the agenda and announced amended copies of Item 12-A have been handed out. There being no further changes, Alderman Strebing moved for approval as amended, seconded by Alderman Pickering. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

Jerry Hawker of Danville spoke concern of the ordinance amending Chapter 52 Pertaining to Solid Waste particularly the proposed increase to major cleanup collections.

#5 CHAIRMAN'S COMMENTS – None

#6 PAYROLL

Chairman Puhr presented Payroll for January 6, 2017 of \$546,328.09. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Strebing. There being no questions, the roll call vote being:

Ayes: Aldermen Pickering, Strebing, Cooper, Randle, O'Kane, Puhr

Nays: None

Absent: Alderman Williams

Motion carried 6 to 0 with 1 absent.

#7 VOUCHERS PAYABLE

Chairman Puhr presented the Schedule of Vouchers Payable for January 10, 2017 of \$441,681.06. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Alderman Cooper. There being no questions or discussion, the roll call vote being:

Ayes: Aldermen Strebing, Cooper, Randle, O'Kane, Pickering, Puhr

Nays: None

Absent: Alderman Williams

Motion carried 6 to 0 with 1 absent.

#8 FINANCE– Gayle Lewis, Comptroller

#8-A) Items of Information

In Comptroller Lewis' absence, Mayor Eisenhower announced revised budget schedules will be passed out soon and Finance Division staff have been busy with W-2 processing.

#9 DANVILLE AREA TRANSPORTATION STUDY (DATS)

#9-A) Items of Information

Director Schnelle reported the DATS Technical Committee met last week and the Policy Committee will be meeting this week. There were three submitted projects for federal construction funding for STU (Surface Transportation Urban) dollars. Two of the projects were submitted by the City of Danville; one of which is to complete the second phase of the DHS Shared Use Path Project from Penn Street to English Street and the other is to start the funding for the Denmark Road project. Another project was submitted by Catlin and approved for improvements along Webster Street.

#10 INFORMATION SYSTEMS – Agnel DSilva, Administrator

#10-A) Chairman Puhr presented a resolution authorizing Lease of Phone System with and Network Equipment from Presidio, waiving the public notice and bid process and enter into an agreement with PRESIDIO to implement new network and phone systems and enter into a five (5) year lease agreement with De Lage Landen Public Finance LLC in the amount of \$165,922.41, with monthly payments beginning May 2017 in the amount of \$2,765.48, with complete ownership given to the City at the conclusion of five years, funds to be paid from Capital Improvements Fund-Lease Purchase. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Mayor Eisenhower explained the previous phone system agreement was approved in 2006. The City hoped to get seven or eight years out of it, but we actually got 10 years. The problem that came about is we have reached the end of support, but also the end of life on most of the equipment. Often times when a phone quits working properly research has to be done to try and find a replacement phone, such as searching e-bay. Also to the point where when we have failures within the system itself it becomes impossible to replace or repair because the system no longer exists. He stated Administrator DSilva went out and did some significant research on the cost impact on trying to do something now versus trying to work with the system we currently have. He was able to work with PRESIDIO who has as State contract and PRESIDIO was instrumental in bringing about a contract we could bring before you that I think is very cost effective, not only that, but to do it interest free for five years. The Public Building Commission has also approved to replace their phone system to coincide with the City phone system and what is relevant about that is they also agreed to pick up the cost of their system so what we are looking at is a portion of the total cost, but the full cost to what we would be expected to pay. The other thing we were not able to get with the last system that we can get with this system is call reporting feature that way we can monitor the amount of phone calls that are being made within certain departments and divisions and track those as it relates to long distance and a call recording feature. Administrator DSilva stated a new phone system is needed as soon as possible as we have only a couple of spares to get by for a couple of months and he is concerned the system is going to quit working any day so it is better to start now. The implementation takes two months. He stated the representatives from PRESIDIO were in attendance if anyone from the Committee had any questions. Mayor Eisenhower stated one of the stumbling blocks for us internally is we are in the midst of a fiscal year and this had not been budgeted in our capital and how do we address that so PRESIDIO was kind enough to postpone any payments to them until May 1st so this will be built into the fiscal year 2017-2018 capital program. Alderman Strebing voiced support of the purchase. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen Cooper, Randle, O'Kane, Pickering, Strebing, Puhr

Nays: None

Absent: Alderman Williams

Motion carried 6 to 0 with 1 absent.

#10-B) Items of Information - None

#11 PUBLIC TRANSPORTATION – Lisa Beith, Director

#11-A-1) The Monthly Recap for December 2016, included Ridership Reports, Monthly Revenue Record, and Ridership History. The December fixed route ridership totaled 59,285, bringing ridership for the calendar year 2016 to 627,064. The November total ADA ridership was 737 rides with the December ADA ridership report to be given next month. The total revenue for the month of December was \$27,959.99 which includes Farebox and Subscription revenue at \$18,320.25; Ticket Sales at \$8,939.74, and Advertising at \$700.00.

#11-A) Items of Information

- Reimbursement for second quarter and the estimated operating funds for the third quarter were received from the State which makes us current with State operating money.
- The structure of two of the routes will be changing. The 2 Gilbert route regularly arrives back at the transfer zone late and to relieve some of the missed connections, we are making a change that will resolve that problem for the riders.
- Transfer zone update:
 - North drive will be poured when weather allows
 - Interior work continues with painting and ceiling installation
 - Project is on schedule for a late spring opening

[Alderman Strebing left the meeting at 7:00 p.m. during discussion of the next item.]

#12 PUBLIC WORKS – Doug Ahrens, Director

#12-A) Chairman Puhr presented an amended ordinance amending Chapter 52 Pertaining to Solid Waste in order to clean up language and adopt a new Collection Fee Schedule for Fiscal Year 2017-2018 to Fiscal Year 2021-2022, including Solid Waste Collection fees of \$24.00/month effective 04/01/17, \$24.75/month effective 04/01/18, \$25.50/month effective 04/01/19, \$26.25/month effective 04/01/20, and \$27.00/month effective 04/01/21; Yard Waste Sticker fees of \$40.00 remain in effect until 01/01/2020 with an increase to \$45.00 and thereafter until amended; and Large Item Collections at \$10.00 per item in a calendar year for the third and subsequent collections, with the first two (2) collections in a calendar year at no charge and no more than three (3) large items per collection; Minor Cleanup Collections require small 50 cubic feet bags effective 04/01/17, no cost for one (1) annually, then \$15.00/bag thereafter with a maximum of three small bags per collection; Major Cleanup Collections with preferred collection method to be determined, all waste must be contained within bags/roll-off container/dump trailer with fee increased from \$75.00 to \$250.00 per collection effective 04/01/17; Implement a charge of \$400.00 for all piles not properly scheduled/contained that require/result in expedited removal by City crews; Annual Electronics Recycling Event included based on current cost structure; Change set out time to be not later than 6:30 a.m. on collection day; Toters that are out of warranty can be replaced/purchased at actual cost to City; and Conversion to truck chassis Vacuum-type sweepers for more efficient operations and extended seasonal use. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Randle. Director Ahrens handed out a spreadsheet for Solid Waste Comparison/Proposed Changes for fiscal year 2017-2018 through fiscal year 2021-2022, and a proposed revenue spreadsheet for 2016 through 2022. Director Ahrens explained the proposed ordinance changes are as follows *[in addition to schedule of fees stated above]*:

- Yardwaste: Leaf collection system that happens in the spring and fall is paid for in the monthly bill. The toter collection period through the rest of the summer is paid for by the \$40.00 sticker. Extend weekly Toter Collection period one month in spring through the month of May;
- Large Item Collections: Maximum three items each, two collections per year, no charge, \$10.00 per item thereafter;
- Minor Collections: Bags required-Bags are 5'x4'x2.5' (50 cubic feet) as bags help contain materials. First bag free annually (net cost to the city for one minor cleanup bag somewhere between \$11 and \$13), \$15.00 per bag thereafter with maximum of three bags per collection

(use existing Grapple truck for collection that has a modification of a remotely controlled anchor system to avoid the purchase of a truck solely for the purpose of pick-up of large piles.

- Major Collections: Discussions have begun to look at alternative purposes - Scenario A) Use Bags at \$50.00/bag which requires purchase of \$250,000.00 truck. Overall cost = \$195.31 (equipment) + \$115.00 (dumping) + \$70.00 (labor) for a total overall cost = \$380.31; Scenario B) \$250.00 per collection, limit one trailer per collection. Use dump trailers – requires \$170,000.00 in truck and trailer expenses. Overall cost to City assuming two tons = \$132.80 (equipment) + \$70.00 (labor) + \$115.00 (dumping) for a total overall cost = \$317.80; Scenario C) \$250.00 per collection – contract with vendor for use of roll-off containers (10-15 containers). Vendor cost to City of \$200-250 per delivery, pickup, and dumping. Overall cost to City under current - \$225.00/average vendor + \$57.50/ton x 2 (dumping) = \$115.00 for a total overall cost of approximately \$340.00.

Director Ahrens stated the current overall cost of a major collection is \$330.00 with 50% of the collections exceeding that amount with some as high as \$600.00 to \$700.00. He also stated the work in option C is currently performed by the Public Works bargaining unit members and this does fall under the classification of the need to negotiate and discuss with the bargaining unit as this is considered privatization of part of their work. Alderman O’Kane supports the ordinance, but would like to see the strikethroughs in the ordinance cleaned up for next week. Director Ahrens stated the warranty will expire on the “Toter” brand toters in 2017, so the City has reduced the cost to replace the toters to the direct City cost. He also added the City will continue to work with the citizens on purchasing toter parts. Director Ahrens clarified the monthly solid waste fee covers yard waste, the demolition program, and street sweeping and stated the City is the low cost producer. Vice Chairman Cooper voiced concern that we are asking people for more money. Mayor Eisenhauer responded the cost of providing the service has continued to increase so the alternatives are we continue to do it in a cost effective manner and provide the same service or we don’t increase the fee and reduce the level of service. He also stated personnel costs have increased as well as the dump fee rate. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen Randle, O’Kane, Pickering, Puhr

Nays: Alderman Cooper

Absent: Alderman Strebing, Williams

Motion carried 4 to 1 with 2 absent.

#12-B) Items of Information - None

#13 URBAN SERVICES – David Schnelle, Director

#13-A) Chairman Puhr presented a resolution amending Bid 561 Contract and Budget for Southview Sanitary Sewer Improvement to Duce Construction, in the amount of \$161,343.70, for a total amended contract amount of \$719,343.70 to be paid from the Sanitary Sewer Fund- Infrastructure Improvement Budget. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Schnelle introduced Mr. Childers, Assistant City Engineer, who gave a slide presentation on the project showing pictures of issues encountered during the sanitary sewer crossing on the Norfolk-Southern railroad as part of the Southview Sanitary Improvement project and how the conflicts were resolved. He also included a project cost breakdown. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen O’Kane, Pickering, Cooper, Randle, Puhr

Nays: None

Absent: Alderman Strebing, Williams

Motion carried 5 to 0 with 2 absent.

#13-B) Chairman Puhr presented a resolution approving Consultant Agreement and Budget Amendment for Koehn Creek Flow Monitoring to TREKK Design Group, LLC, on an hourly rate basis in the amount of \$54,180.00 to be paid from the Sanitary Sewer Fund-Engineering Services Budget, and amend the Sanitary Sewer Budget in the amount of \$54,180.00. Vice Chairman Cooper moved to

dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Schnelle stated there have been unusual readings on the flow monitoring with readings at 26 times more flow peaking factor during a rain event. There must be some type of cross connection problem upstream so the most appropriate design would be to fix the infiltration problem first and then come back and do the final design of the Koehn Creek crossing. This resolution is a separate contract with a separate vendor to do flow monitoring at nine locations for a period of 60 days on the Koehn Creek interceptor to try to isolate basin areas where we are getting infiltration, then hopefully mitigate that and go forth with a final design on the Koehn Creek Sanitary Sewer. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen Pickering, Cooper, Randle, O'Kane, Puhr

Nays: None

Absent: Alderman Strebing, Williams

Motion carried 5 to 0 with 2 absent.

#13-C) Chairman Puhr presented a resolution approving Construction Engineering Agreement for Danville High School (DHS) Shared Use Path Project to Knight & Associates Surveying, LLC on an hourly rate basis totaling \$190,818.60, to be paid from MFT Section 12-00348-00-BT, Motor Fuel Tax budget line item 103-103-12-6348B. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Schnelle stated the division continues to run short staffed and the staff is dedicated toward existing design maintenance projects and some construction projects coming up, so supplemental assistance is needed to run these types of jobs. This project will take 1-3/4 person to handle oversight, testing, and paperwork associated with the project. The City is doing the construction layout. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen Cooper, Randle, O'Kane, Pickering, Puhr

Nays: None

Absent: Alderman Strebing, Williams

Motion carried 5 to 0 with 2 absent.

#13-D) Chairman Puhr presented a resolution authorizing Professional Services Agreement for Tax Increment Financing (TIF) District Creation in Downtown Area to Ehlers & Associates, in the amount of \$30,000.00, with the funds to be paid from Engineering & Urban Services Fund-Professional Services budget, with Downtown Danville, Inc. reimbursing the City for 50% of the costs not to exceed \$15,000.00. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Manager Milliken stated currently there are four active TIF Districts in the City. The downtown area has many deteriorated roofs on the private buildings in the downtown area and discussion has taken place with DDI regarding second story redevelopment. He stated having an incentive program like TIF in place will help with the downtown area. This area would encompass the Midtown TIF (Fairchild, Vermilion, Seminary, Gilbert), and basically south of Seminary to Main Street to the Western Gateway TIF. Ehlers & Associates assisted in the creation in three of the four existing TIF Districts so they are very knowledgeable in the TIF process and what this TIF would entail. There are 200 properties in the Downtown TIF area. The creation timeline is a four to five month process. After all questions were addressed and there being no further discussion, the roll call vote being:

Ayes: Aldermen Randle, O'Kane, Pickering, Cooper, Puhr

Nays: None

Absent: Alderman Strebing, Williams

Motion carried 5 to 0 with 2 absent.

#13-E) Items of Information

#13-E-1) H&L Landfill Update – nothing to update

#13-E-2) NPDES Stormwater Management Update

Director Schnelle introduced Colleen Ruhter, Engineer who gave a presentation on the new Illinois NPDES permit requirements. She stated Danville is a MS4 community which means Municipal Separate Storm Sewer System (our stormwater pipes are separate from our sanitary pipes). The City's newest MS4 permit was issued in March of 2016. The new permit, known to the state as ILR40, has similar requirements as past permits – the meat of the permit still being the 6 Best Management Practices – Otherwise known as BMPs. However, all of the BMPs have specific new tasks required. In addition to this, the largest change for the permit is a new System Monitoring requirement. For Construction Site Runoff Control, we still need to fulfill the previous permit's requirement to have an erosion control ordinance established. And once we create the ordinance, there are quite a few new specific site design requirements that must be incorporated into construction project design plans for both private and public projects. After the ordinance approval, the City will then be required to review erosion control plans during the permitting process. But, the largest change for this new permit is the Monitoring & Assessment Program, which requires municipalities to evaluate their stormwater programs on their effectiveness at reducing pollutant loadings and water quality impacts. Though the permit implies the state's preference for lab sampling and testing of waterways, they do present a few options municipalities can take. The most straight-forward and cost-effective approach that we have decided to take is the visual monitoring, where we will go out and physically inspect the priority outfalls, looking for visual indicators of pollution, illicit discharges or damage to infrastructure. A written plan was required within 180 days of permit issuance. So the outfall monitoring plan was written this summer. The new MS4 permit requirements take a great deal of time. She went through and broke each Best Management Practice out by task then put together an estimate of man-hours to fulfill the requirements. Adding up all the time required for each of the 83 task items, we estimate that this program needs 2 full-time employees to fulfill all of the requirements on an annual basis. As well as about 3 man-years of work to fully establish all of the one-time components, like program setup, ordinance work, and certain report and plan writing, etc. (This does include the work done during the last 6 months to get this monitoring program up and running). And though she has received an assortment of task-specific help from various other employees, additional trained and qualified personnel is the only way Danville will be able to fully meet the requirements of the ILR40 permit. Beyond this permit, looking forward, IEPA has already indicated that the next permit cycle is likely to be even stricter. The likelihood of stricter sampling and testing requirements is where we anticipate the most difficulties and costs in the future, though any of these scenarios listed will make fulfilling the permit more challenging. There will be a public meeting for the new NPDES permit held at the February Public Works Committee meeting.

#13-E-3) Project Updates

Director Schnelle reported staff put out a request for proposals for a new survey instrument as the current instrument is 12 years old and is in need of replacement. He plans to bring a recommendation to the Committee next month.

#14 CLOSED SESSION was not needed.

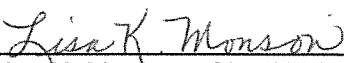
#15 COMMITTEE MEMBERS' COMMENTS

Mayor Eisenhower announced the MLK Celebration will be this weekend with the banquet held Sunday evening at 4:00 p.m. and the March will begin at 10:30 a.m. on Monday followed by the service held at St. James United Methodist Church at 11:30 p.m.

#16 ADJOURNMENT

There being no further items on the agenda, the meeting was adjourned at 7:52 p.m. by acclamation after a motion by Alderman Randle and a second by Alderman Pickering.

Approved: 02/14/17
Posted Publicly: 02/15/17



Lisa K. Monson, City Clerk