

PUBLIC WORKS COMMITTEE
MINUTES OF OCTOBER 13, 2015

#1 CALL TO ORDER

Chairman Mike Puhr called the meeting of the Public Works Committee to order at 6:00 p.m.

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

Others in attendance included Mayor Scott Eisenhauer, City Comptroller Gayle Lewis, Deputy City Clerk Megan Mudd, DATS Director Jaclyn Vinson, Engineer Eric Childers, Information Technology Administrator Agnel D'Silva, Neighborhood Services Secretary Samantha McCoy, Planner I Liila Bagby, Planning & Urban Services Manager Christopher Milliken, Planning Technician Ross Hilleary, Public Transportation Director Lisa Beith, Public Works Director Doug Ahrens, 8 audience members, and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Puhr presented Minutes of the regular meeting of September 8, 2015. Vice Chairman Cooper moved for approval as presented, seconded by Alderman Pickering. On the voice vote, all ayes, no nays; the motion so ordered.

#3 APPROVAL OF AGENDA

Chairman Puhr presented the agenda and announced the removal of Item 10-A, a Resolution Authorizing Line of Credit for Danville Mass Transit. Chairman Puhr also announced there will be a presentation from Planning Technician Ross Hilleary under Chairman's Comments on the Agenda. There being no further changes, Vice Chairman Cooper moved for approval as amended, seconded by Alderman Strebing. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

Vince Koers of Danville spoke regarding pension funding stating he knows the council members will be faced with the difficult decision of passing the budget but he supports the current budget proposal and looks forward to the day that our budget can one day fund our pension obligations.

#5 CHAIRMAN'S COMMENTS

Chairman Puhr introduced Planning Technician Ross Hilleary who gave a presentation on the Danville High School Campus Master Plan. City employees have been working with student groups and District 118 staff in discussions about the overall needs for the plan. He passed around drawings of four different design ideas and explained each concept in detail.

#6 PAYROLL

Chairman Puhr presented Payroll for October 9, 2015 of \$68,290.80. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Williams. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#7 VOUCHERS PAYABLE

Chairman Puhr presented the Schedule of Vouchers Payable for a special run of October 13, 2015 of \$5,187.50 and the regular run of October 13, 2015, of \$1,584,585.34. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. There being no questions, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#8 DANVILLE AREA TRANSPORTATION STUDY (DATS) – Jaclyn Vinson, Director

#8-A) Items of Information

- Director Vinson reported the MPO is interviewing consultants for the Wayfinding and Signage Study stating that Lilla Bagby is the lead for this project. The current stage of this project is choosing consultants, which they have the candidates narrowed down from 7 to 2, and now will be conducting Skype interviews with the remaining 2 finalists. They hope to have the interviews completed by October 23rd and plan to come back to the committee with the chosen consultant. The project is set to be completed by June, 2016.
- The Downtown Danville Parking Study was originally going to have a lead consultant but after evaluating the needs of the Wayfinding and Signage Study the decision was made to now have the Parking Study led by MPO and City Staff.
- Director Vinson stated they just received notice they were awarded the National Park Service Grant they had applied for back in early August of this year, for the connection of the Kickapoo Rail Trail and the City of Danville. They will be attending the National Bike Summit in Champaign at the end of October to meet with the Illinois Trails Program and the National Park Service.

#9 ENGINEERING & URBAN SERVICES – David Schnelle, Director

#9-A) Chairman Puhr presented a resolution amending the Contract for Bid #541 for Sewer Repairs, authorizing to increase the purchase order from the original amount of \$38,199.74 to \$42,689.74 for additional work, to be paid from the maintenance of storm sewers. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Vice Chairman Cooper. In the absence of Director Schnelle, Engineer Eric Childers stated this item of additional work was so they could put up a retaining wall across Griffin Street to prevent any future contaminated water as described in the resolution. Vice Chairman Cooper asked if any funds would be coming to the City for this project, Director Ahrens replied that it will be determined at a future date. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#9-B) Chairman Puhr presented a resolution approving PRIDE Grows Project with Heartland Properties IV LLC, enhancing the landscaping within the public right-of-way fronting the Plaza 31 building (3120 to 3164 N Vermilion). Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Vice Chairman Cooper. Engineer Childers referred to Planning & Urban Services Manager Christopher Milliken, who stated this project has been a few years in the making, and the new ownership for Plaza 31 has made various improvements to the area including replacing the gravel near the street in the right-of-way and this purchase will allow them to add landscaping. Alderman O'Kane asked if the City could make sure they

monitor the vegetation growing out of landscaping so that it doesn't interfere with traffic. Mayor Eisenhauer added they have done that in other areas of the City as well to prevent any impediments to drivers. There being no further questions or discussion, the roll call vote being:
Ayes: Aldermen O'Kane, Pickering, Strebing, Williams, Cooper, Puhr

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#9-C) Chairman Puhr presented a resolution approving an amendment for Engineering Services for Pump Station Rehabilitations, the City entered into an agreement with Donohue and Associates in the amount of \$33,600.00 for engineering services for various pump station rehabilitation and they are able to design the Vermilion Gardens pump station retrofit for an additional \$6,800.00, the extra work requires an amendment because it exceeds 10% of the original purchase order. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Vice Chairman Cooper. There being no questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#9-D) Chairman Puhr presented a resolution approving an Agreement for Code Enforcement Software Procurement and Authorizing a Budget Amendment in Capital Improvement Fund in the amount of \$64,021.40 to come from the 2015-2016 Annual Budget. The Sidwell Company, as an authorized vendor for Accela, has submitted a proposal which includes all setup, implementation, data conversion and training costs to upgrade to the Accela Automation permitting and code enforcement software product. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Planning and Urban Services Manager Christopher Milliken stated that this software is utilized by both Urban Services and Environmental Code Enforcement in Public Works. The current software they are using, Permits Plus, a product by Accela, was purchased by the City in 1994 and hasn't been supported by the company for over five years. They experience day to day glitches and errors in data, along with no GIS integration and very little mapping capability. The software cannot be used in the field because it has to be run remotely from a desktop pc at the public works office, and it has very limited reporting functionality. The Accela Automation software would also seamlessly integrate with the New World Systems financial software recently acquired by the City, eliminating the duplication of data entry they are currently experiencing. They have been looking at securing a new software solution for the past two years and have looked at software from various vendors. A handout, showing the comparison of vendors and their software, was passed out to the Alderman for them to review. Alderman Pickering asked if the City has been paying an annual cost for their current software, Manager Milliken replied they have not paid for their software in the last six years since Accela they had stopped supporting it. Alderman Pickering also asked if the City would be paying a 3% increase every year for the new software, Manager Milliken answered it would be a three year contract and that locks them into 3% increases in the second and third year for the annual subscription fees. Alderman Strebing asked if this software purchase would all be coming out of one budget, Manager Milliken replied that the upfront cost would be coming out of the capital budget and the annual subscription costs would come from their department budgets. Alderman Pickering stated she thinks the software is necessary and a good idea but asked if the City should be waiting on the purchase of this software since funds are not coming in from the State. Mayor Eisenhauer replied that one of the major reasons they want to proceed now is the implementation timeframe, which would

allow them to purchase the software and implement it throughout winter so that when spring comes around the City and public are ready to go, utilizing the new software. Mayor Eisenhower cited several reasons for why this is necessary now, which includes no current software support, which creates more work and reduced productivity for City staff, the way vendors can utilize the software, contractors being able to register, the public applying for permits, where they will be able to pay with a credit card over a system that would be automatic, and the ability for citizens to easily report an issue, and City staff being able to track those issues more proficiently. Mayor Eisenhower also stated that when activity and entries are being duplicated three and four times on a single case, the City is losing productivity of its Staff. Alderman Cooper asked if this would give citizens the option to access this software on their smart phones, Director Ahrens replied that yes it would eventually give them that capability. There being no further questions or discussion, the roll call vote being:

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

Nays: Pickering, Williams

Absent: Alderman Randle

Motion carried 4 to 2 with 1 absent.

Items of Information

#9-E-1) H & L Landfill Update – Engineer Childers reported the IEPA is allowing them to amend their O & M manual and will be working with consultants so they can hopefully do a temporary and then a permanent shut down of the pumps.

#9-E-2) NPDES Stormwater Management Update – Engineer Childers stated the final public meeting to discuss the stormwater management will be next Wednesday, October 21, 2015 from 5:30p.m. to 7:00p.m. at the Public Works facility.

#9-E-3) Project Updates

Bowman Avenue Project – The resident engineer is working with the contractor right now to finish up a few items, and will be completed soon. The milling for the overlay on Fairchild, Poland Road, and Warrington Avenue will begin on October 26, 2015.

South Griffin Street Project – The project is currently ongoing and work is going smoothly.

#10 PUBLIC TRANSPORTATION – Lisa Beith, Director

#10-A) Items of Information

Director Beith stated they have gotten no further word on the where they are regarding the status of the transfer zone but they have received feedback and documentation back. Other updates include having the back lot work completed and the entire area was filled with flowable fill and seeded. The area is sufficient for use as the temporary transfer facility, when construction begins on the Richard Brazda Transfer Facility.

#10-A-1) The Monthly Recap for September 2015, included Monthly Revenue Record and Ridership History. The September fixed route ridership totaled 56,071. The September ADA ridership report has not been submitted but the total ADA ridership for August was 843 rides. The total revenue for the month of September was \$28,920.54 which includes Farebox and Subscription revenue at \$19,138.04; Ticket Sales at \$8,635.00, and Advertising at \$1,087.50.

#11 PUBLIC WORKS – Doug Ahrens, Director

#11-A) Chairman Puhr presented a resolution authorizing Payment for Emergency Sanitary Sewer Repairs on Orchard Street near Gernand, the work performed by Cross Construction in the amount of \$52,926.35 to come from the Sanitary Sewer Fund Operational Budget. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Vice Chairman Cooper. Chairman Puhr asked if this affected Smith Street when the sewer work was going on, Director Ahrens replied that this would be in that Smith and Gernand basin area and

they once again ran across a cross connection that needed to be separated, but he would need to check with Service and Operations Manager Ray Garcia to be certain. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#11-B) Chairman Puhr presented a resolution Extending Uniform Rental Services with Aramark Uniform Services, where Aramark has agreed to extend the Agreement with the same pricing for an additional two year period to expire on 04/30/2017. Alderman Pickering moved to dispense with the reading and asked for approval, seconded by Vice Chairman Cooper. Director Ahrens stated this was bid out about three and half years ago and was brought to Council for approval. There being no further questions or discussion, the roll call vote being:

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

Nays: Alderman Strebing

Absent: Alderman Randle

Motion carried 5 to 1 with 1 absent.

#11-C) Chairman Puhr presented a resolution Approving 2016 Fee Schedule for Harrison Park Golf Course. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Ahrens stated it hasn't been a great golf year, especially starting off with spring into summer, even though they exceeded projections in the last couple months it isn't enough to make up for the other months where they did not exceed projections. Director Ahrens stated they are around \$20,000.00-\$22,000.00 behind the yearlong projections and they are cautiously optimistic as they go into the fall. They are proposing to reduce the early bird special by \$50.00 to encourage acquisition of those memberships for the existing members. They are also recommending a \$200.00 reduction in the total inclusive package for members due to the fact there was little interest in that. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#11-D) Chairman Puhr presented a resolution Approving an Employment Agreement and Establishment of a Vendor for Harrison Park Golf Course. Vice Chairman Cooper moved to dispense with the reading and asked for approval, seconded by Alderman Strebing. Director Ahrens stated this agreement is virtually identical to the existing agreement with Brock Burton as doing business as Take a Shot Pro Shop, LLC and the only modifications are to the timeframes, as well as Brock Burton is evaluated under the same basis like all other non-union employees. The other modification is the prior agreement allotted \$10,000.00 of commissions that are then paid off throughout the year, and that has now been reduced to \$5,000.00 due to cash flow at the beginning of the year. There being no questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#11-E) Items of Information

- Director Ahrens reported that the Vermilion River Fall Festival had to be shut down early over the weekend due to the rising river and potential flooding. In discussion with the Mayor, any vendors that agree to sign up for next year's event will be given this year's rate for the Fall Festival next year. Any vendors requesting cash back were given a pro-ration for the hours they had spent at the festival.
- Consultants have been evaluated for a study of the City Hall's HVAC system, a request for qualifications went out and they received two submittals back. A recommendation to the Public Works Committee will be forthcoming at a future date.
- The Riverside Demolition Project is set to begin tomorrow, October 14, 2015 where they will begin by gutting the interior of the buildings, with the full all-night demolition scheduled for October 20, 2015. Also the church at 519 Commercial Street is the next project scheduled for demolition. Alderman Cooper asked if Superintendent of Community Improvement Shelly Larson received any grants for future demolitions, Director Ahrens replied yes, she received a donation.
- Director Ahrens asked to recognize Neighborhood Services Secretary Samantha McCoy as well as GIS Coordinator Adam Aull for their tremendous work with the implementation of the Public Stuff software.

#12 FINANCE – Gayle Lewis, Comptroller

#12-A) Chairman Puhr presented a resolution Authorizing Request for Bids for a Loan for a Heavy Rescue Pumper for the Fire Division in the amount of \$665,285.00. Alderman Strebing moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Comptroller Lewis stated they decided to not go forward with a bond as originally planned, but in order to issue a purchase order she will need to know that funds are in place so the fire truck can be purchased. Comptroller Lewis also stated the City would then be seeking bids and would come back to the committee with the lowest bidder. Chairman Puhr asked how old the current truck is that's being replaced; Mayor Eisenhower replied that it was purchased sometime in the late 1990's. There being no further questions or discussion, the roll call vote being:

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

Nays: None

Absent: Alderman Randle

Motion carried 6 to 0 with 1 absent.

#12-B) Review of 2015 Tax Levy and FY 2016-2017 Budget

Mayor Eisenhower handed out to the aldermen an updated proposal of the 2015 tax levy that displayed a breakdown of amounts suggested by one of the alderman, a recommendation by administration, and a display with no pension fee included. The second handout was a display of employee changes from 05/01/2014 to 10/13/2015 which shows decreases from old salary to new salary, the individual that filled that position, and then a display of no change in salary. Alderman Pickering stated she wanted to clarify, after being asked by a number of individuals, that firefighters that work 122 days are working on 24 hour days, which equals roughly 800 more hours compared to someone who works a regular 40 hour a week job. Alderman Williams stated that given the rest days firefighters need to take their hours are actually on par with the average of most people. The committee recognized Vince Koers from the audience. Mr. Koers stated he just came from the County Board meeting where County Board Chairman Mike Marron quoted Matt Long as saying the slight increase in the EAV in the County is due specifically to the Hoopeston Wind Farm, implying otherwise things were down. Chairman Puhr confirmed that the next Budget Study Session will be next Tuesday, October 20, 2015.

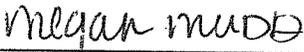
#12-C) Items of Information – None

#13 CLOSED SESSION – None

#14 COMMITTEE MEMBERS' COMMENTS – None

#15 ADJOURNMENT

There being no further items on the agenda, the meeting was adjourned at 7:20 p.m. after a motion by Alderman Williams and a second by Alderman Pickering.



Megan Mudd, Deputy City Clerk

Approved: 12/08/15

Posted Publicly: 12/10/15