

PUBLIC WORKS COMMITTEE  
MINUTES OF APRIL 9, 2019

#1 CALL TO ORDER

Chairman Mike Puhr called the meeting of the Public Works Committee to order at 6:00 p.m. at the Robert E. Jones Municipal Building, 17 W. Main St., Danville, Illinois.

Roll Call was answered by Chairman Mike Puhr, Aldermen Mike O’Kane, Sherry Pickering, Lloyd Randle, and Rickey Williams, Jr. Absent were Vice Chairman Jon Cooper and Alderman Rick Strebing. A quorum was present. Chairman Puhr announced Vice Chairman Cooper and Alderman Strebing were both excused from the meeting.

Others in attendance included Aldermen R.J. Davis and Tom Stone, City Clerk Lisa Monson, City Comptroller Shelley Scott, Community Development Director David Schnelle, Public Transportation Director Lisa Beith, Public Works Director Carl Carpenter, 2 audience members, and 2 news media.

#2 APPROVAL OF MINUTES

Chairman Puhr presented Minutes of the regular meeting of March 12, 2019. Alderman Randle moved for approval as presented, seconded by Alderman Williams. On the voice vote, all ayes, no nays; the motion so ordered.

#3 APPROVAL OF AGENDA

Chairman Puhr presented the agenda. Chairman Puhr announced the removal of Item 4-A Public Hearing on CDBG Annual Action Plan for Program Year 2019 and Item 8-D Resolution: Approving CDBG Annual Action Plan for Program Year 2019 and added Discussion Item under Item 10 Public Works for the Mowing Contract. There being no further changes, Alderman Williams moved for approval as amended, seconded by Alderman Pickering. On the voice vote, all ayes, no nays; the motion so ordered.

#4 AUDIENCE COMMENTS

#4-A) PUBLIC HEARING

The Public Hearing on Annual Budget for Fiscal Year 2019-2020 was opened by Chairman Puhr at 6:01 p.m. There being no audience comments, Chairman Puhr closed the Public Hearing at 6:02 p.m.

#4) Other Audience Comments - None

#5 CHAIRMAN’S COMMENTS

Chairman Puhr stated this evening’s meeting will be the last time the Committee will be all together as the Public Works Committee. He thanked Alderman Randle and Alderman Cooper for their years of service and stated they will be missed.

#6 PAYROLL

Chairman Puhr presented Payroll for April 5, 2019 of \$69,494.62. Alderman Randle 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 Pickering, Williams, Randle, O’Kane, Puhr

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#7 VOUCHERS PAYABLE

Chairman Puhr presented the Schedule of Vouchers Payable for April 9, 2019, of \$453,486.79. Alderman Randle moved to dispense with the readings and asked for approval, seconded by

Alderman Pickering. After all questions were addressed, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#8 COMMUNITY DEVELOPMENT – David Schnelle, Director

#8-A) Chairman Puhr presented a resolution awarding Bid 623 to DMS Contracting, Inc. to the lowest responsible bidder, in the amount of \$551,769.90 for the 2019 Seal Coat Program, to be paid from the Infrastructure Development Fund-Pavement Maintenance budget. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Schnelle explained the contractor does not typically bid in the area, but the pre-qualifications were checked and the contractor is prequalified with the Department of Transportation to perform all of this work. After all questions were addressed, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#8-B) Chairman Puhr presented a resolution awarding the Bid 618 to the lowest responsible bidder Schomburg & Schomburg Construction, Inc. for Wayfinding Foundations and Steel, in the amount of \$22,254.00, with the work to be paid from the Infrastructure Development Fund- Infrastructure Improvement budget line item 107-107-52058. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Williams. There being no questions or discussion, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#8-C) Chairman Puhr presented a resolution amending the CDBG (Community Development Block Grant) Annual Action Plan for Program Year 2016, to reduce the amount dedicated to the East Main Street Public Infrastructure Improvements activity from \$259,035.00 to \$38,807.98; increase the existing Economic Development activity from \$75,000.00 to \$135,000.00 and a new activity titled Public Improvements and Infrastructure be created and funded with remaining \$160,227.02 transferred from the East Main Street activity. Alderman Pickering moved to dispense with the reading and asked for approval, seconded by Alderman Williams. Director Schnelle stated we attempted to do this in November and we attempted to do it there was an explanation given that by not spending these funds in a timely manner which puts us in a predicament with HUD as we have to spend the funds within a certain amount of time and at this point we have too many unspent funds and this is one of the categories, a large sum sitting here we need to move to a location where we can spend them. These can still be used in the East Main Street area. The way it is worded though is it allows us to move those outside of the area or even a different location in the East Main Street area than we had originally targeted. One of the things he would like to approach is moving the funds to the Griffin Street/CSX railroad crossing. That is a project we have now obtained ICC approval and have gotten an agreed petition from the railroad and they would like to see us get that project constructed yet this year and that would be the safety improvement at the railroad crossing. Alderman Randle stated he feels it is really important for the City to think about where the greatest needs are and refocus some the dollars for supporting low to moderate income people. To address Alderman Pickering's question regarding the cost of the railroad safety improvements, Director Schnelle responded he is still waiting to receive estimates from the railroad as there are items of work the railroads are going to do that we will be paying for such as pedestrian gates. She would like to see the funds kept in the east end of the City.

After all questions were addressed and there being no further discussion, the roll call vote being:  
Ayes: Aldermen O’Kane, Pickering, Williams, Randle, Puhr  
Nays: None  
Absent: Aldermen Strebing, Cooper  
Motion carried 5 to 0 with 2 absent.

#8-D) *[previously removed.]*

#8-E) Items of Information

Director Schnelle explained the reason for the removal of the CDBG Annual Action Plan for Program Year 2019 from the agenda. The timeline was not as tight as initially thought. He distributed a schedule for the Annual Action Plan for PY 2019 with the hearing to be held on Tuesday, April 23, 2019. The final Council approval will be May 21<sup>st</sup>. He explained PY 2019 will be the last year of the five-year plan and the action plans within the five-year plan remain consistent with the biggest changes being the funding values. There is not a lot of public comment anticipated, but there will be three public meetings held. He also distributed program allocation information and noted the Neighborhood Impact Program has significantly grown over the years which helps homeowners in need of roof repairs and exterior improvements.

#8-E-1) Danville Area Transportation Study (DATS) Update

Director Schnelle reported DATS Policy Committee meeting will be held Thursday, April 11<sup>th</sup>.

#8-E-2) H&L Landfill Update – nothing to report

#8-E-3) Project Updates

- Director Schnelle reported bids will be opened on the Northwest Pump Station project on April 11<sup>th</sup> and for timing purposes he asked if the Resolution could be placed directly on the City Council agenda for approval on April 16<sup>th</sup>. The consensus from the Committee was “yes”.
- Director Schnelle stated there has been another staff member that started at Public Works that may enable us to be able to get the Hazel and Fairchild Street intersection bid and if that is the case, due to timing, then we would also be looking to take that straight to City Council at the first meeting in May. He will e-mail the Council if that is to be the case.
- Another storm sewer collapse was discovered last Friday and staff ended up closing a portion of Clay St. between Franklin and Walnut Streets and we do not know how far it goes.
- Chairman Puhr questioned the tree trimming along Old Ottawa Road and Director Schnelle responded the work was done on a time and material basis and in trying to save costs the vendor was instructed to cut and leave debris along the causeway. The tree stumps were left high so the contractor can place a chain around the stump and easily pull them out so the area will look a lot better once the project begins. There will be screening planted for the Gao Grotto as well.

#9 PUBLIC TRANSPORTATION – Lisa Beith, Director

#9-A) Chairman Puhr presented a resolution authorizing Filing of Applications with FTA for Federal Transit Assistance authorized by 49 U.S.C. Chapter 53, Title 23, United States Code, or other Federal statutes, authorizing a project administered by the FTA. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Beith explained the resolution is needed to allow the Mayor Williams to file assistance applications for Danville Mass Transit. She also stated there is an assurance tied to FTA that we will follow all the FTA clauses that go along with all of the Federal grants we file. There being no questions or further discussion, the roll call vote being:

Ayes: Aldermen Pickering, Williams, Randle, O’Kane, Puhr  
Nays: None  
Absent: Aldermen Strebing, Cooper  
Motion carried 5 to 0 with 2 absent.

#9-B) Items of Information

#9-B-1) In Director Beith gave the Monthly Recap for March 2019, which included Ridership Reports, Monthly Revenue Record, and Ridership History. The March fixed route ridership totaled 48,440. The February total ADA ridership was 533 rides, with the March ADA ridership report to be given next month. The total revenue for the month of March was \$26,264.85.

#9-B) Other Items of Information

Director Beith reported Danville Mass Transit provided rides between Lynch Road motels and the NJCAA tournament site at DACC. The daily ridership was up nine riders each day of the tournament, but because many rides were provided on the regular routes. There was not a definitive count on the number of rides provided for tournament attendees.

#10 PUBLIC WORKS – Carl Carpenter, Director

#10-A) Chairman Puhr presented a resolution authorizing Intergovernmental Agreement with Danville School District 118 Concerning Demolitions. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Director Carpenter explained the City and School District would both have to agree to tear certain structures down for the School District and the agreement allows the City to do so. There are seven or eight structures total with three structures on Hazel Street and the remaining on Jackson Street. Alderman O’Kane questioned the costs and Director Carpenter stated the City will supply the manpower and equipment. The School District will pay for the dump fees and the trucking. After all questions were addressed, the roll call vote being:  
Ayes: Aldermen Williams, Randle, O’Kane, Pickering, Puhr

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#10-B) Items of Information

- Discussion of the a resolution awarding RFP 620 to Sprague Lawn Care for a total amount not to exceed \$105,000.00 Mowing of City-Owned Lots and Privately-Owned Vacant Lots which Go Unmaintained in six-week intervals of the 239 city-owned lots and 278 privately-held non-city owned-lots at \$29.00 per lot. Mayor Williams stated it was his fault the item did not make the agenda. Director Carpenter stated two bids were received with one bid only bidding on the Rabbittown area which was higher than Sprague’s bid of \$29.00 per lot. Alderman O’Kane requested a list of the lots and Director Carpenter responded he can send a list of the 239 city owned lots and as well as a separate list of the 278 privately held non-city owned lots to all Aldermen. Director Carpenter stated the number of lots have been reduced from last year and we have went from a 4-week interval to a 6-week interval so a rough estimate if mowing occurs five times, the total will be \$89,000.00. Alderman Randle voiced concern of the City needing to be aggressive in trying to get rid of the city-owned lots so the City does not continue to incur costs. Mayor Williams stated the City has tried to get rid of the City-owned lots in the past such as when the Land Bank took over the first offering made to adjoining neighbors and a lot of feedback was not received, because currently they are receiving the benefit of it without having to pay any taxes on it. Mayor Williams stated the City still owns the lots and the Land Bank was just trying to market the lots. Director Carpenter stated he and Tracy Craft, Program Compliance Coordinator, have met with Mr. Sprague and expectations were explained to Mr. Sprague from the City side. Mr. Sprague plans to work better with the City and the citizens itself who would like to see some of the empty lots in their hands as well. He will communicate that information back to Mr. Carpenter or Mr. Craft. Alderman Randle feels the price could be lowered in hopes that folks would purchase the lots. Mayor Williams stated Tracy Craft has worked in identifying some lots that individuals are interested in so he is hoping sometime in May or June at the latest to bring some agreements to Council to get those sold.
- Director Carpenter reported the Yard Waste Program has started out well this year.
- Public Works has received both new trucks. The rear loader was received two weeks ago and

it was actually placed in service last week and has begun picking up garbage.

#11 FINANCE – Shelley Scott, Comptroller

#11-A) Chairman Puhr presented a resolution authorizing Actuarial Services to Lauterbach and Amen, LLP for four-year actuarial and reporting services for the City's Health Insurance plan (GASB 45); the City's Police and Firefighter's Pension Funds (GASB 67/68) and implementation and preparation of the City's Post-Employment benefits other than Pension (OPEB) (GASB 74/75) for four fiscal years commencing with fiscal year ending April 30, 2019. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Comptroller Scott stated the item came too late to bring to the last Public Services Committee meeting so that is why she is bringing the item to Public Works. She explained Lauterbach and Amen is the company the City already does business with and the prices have increased somewhat. The first year is \$13,950.00, year two is \$10,550.00, year three is \$14,500.00, and year four is \$10,960.00. The past year the City paid \$9,500.00, but every other year is an OPEB year so it has been around \$3,500.00 more per year for those years which is another increase of \$950.00 over what the City has been paying on every other year. There being no questions or further discussion, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

Chairman Puhr presented Items B and C for a single vote. There being no objections, Alderman Randle moved to dispense with the readings and asked for approval, seconded by Alderman Pickering. Those items being:

#11-B) a resolution authorizing Budget Amendment in Capital Improvements (302) for Receipt of Funds for the First Financial Bank loan proceeds to account for the payment for the refurbishment of the Fire Division Pierce 2002 Platform Aerial Truck to increase Revenues-Loans by \$434,579.00 and increase Expenditures-Other Capital Equipment by \$434,579.00 with funds for the amendment to come from the Capital Improvements Fund 302 in the form of five (5) annual loan payments to First Financial Bank commencing in 2019; and

#11-C) a resolution authorizing Budget Amendment in Capital Improvements (302) for Receipt of Revenue from Settlement with Pierce Manufacturing for reimbursement received for \$32,000.00 per Pierce fire truck rail replacement as a result of the settlement agreement, to increase Revenues-Reimbursement of Expense by \$64,000.00 with the funds for the amendment to increase the Capital Improvements Fund 302 Reserves.

Comptroller Scott stated the resolutions are budget housekeeping. The resolutions have already been approved so in order to facilitate the intent of the previous resolutions, we need to increase certain line items. There being no questions or there being no further discussion, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#11-D) Chairman Puhr presented a resolution authorizing Budget Amendment in Capital Improvements (302) and Solid Waste (405) to transfer \$150,000.00 to Capital Improvements (302) from Solid Waste (405) in exchange for reallocation of the 2013 John Deere 524K Wheel Loader from the Streets Division (031) to the Solid Waste Division (405), increase Revenues-Transfer from Solid Waste by \$150,000.00 to come from the Solid Waste Fund 405 Reserves. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. Comptroller Scott explained the resolution is another budget housekeeping item as there was a piece of equipment that changed hands from one of the City's enterprise funds to a general fund budget. There being no questions or further discussion, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#11-E) Chairman Puhr presented a resolution authorizing Budget Amendment in Sanitary Sewer (402) Budget to remove trees prior to April 1, 2019 along Old Ottawa Road due to a sewer line conflict for the Denmark/Old Ottawa Road project which is being completed in coordination with the Aqua Illinois dam project and is subject to tree removal restrictions, on a time and material basis to Miller Tree Service for a total cost of \$57,907.90, and to amend the Fiscal Year 2018-2019 Sanitary Sewer budget Expenditure-Infrastructure Improvements by \$58,000.00 with the funds to come from the Sanitary Sewer Reserves. Alderman Randle moved to dispense with the reading and asked for approval, seconded by Alderman Pickering. There being no questions or discussion, the roll call vote being:

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

Nays: None

Absent: Aldermen Strebing, Cooper

Motion carried 5 to 0 with 2 absent.

#### #11-F) Discussion and Review of Proposed 2019-2020 Draft Budget

Mayor Williams stated there are two draft budgets and he strongly requests the approval of Draft #2. He feels it is important to be able to do the work we had planned to do. There has been so much maintenance work deferred in the Parks and Public Property buildings and we do not want to have to replace items instead of maintaining them. Draft #2 includes a 1% increase to the Hotel/Motel tax which he feels is reasonable and fair which is a compromise from what was originally proposed and gives our visitors a chance to help us meet the needs of our City. The only adjustment he would like to make is \$12,000.00 for someone to plan First Friday events since the Council has chosen to eliminate the position in Public Affairs that planned First Friday events. We had over 300 people at the Birthday Bash last Friday and there were several vendors who sold out of food. Those events bring in a lot of revenue, it brings to the community, it brings people in the community out, and it also keeps some activity going downtown which is critical. Comptroller Scott encouraged the Committee to please contact her with any questions or recommendations.

#11-G) Items of Information - None

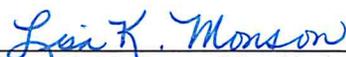
#12 CLOSED SESSION was not needed.

#### #13 COMMITTEE MEMBERS' COMMENTS

- Alderman Randle thanked everyone for their support and he is proud to have served the Council and he looks forward to perhaps coming before the Council in any way he can help. He will be making a couple of recommendations, but he cannot tell them what it has meant to a Danville guy, a kid who grew up on a dead end street, which is actually a cul-de-sac. It has been a pleasure and an exciting time for him. He is going to miss it, but he thinks there are some other things out there for him to do, but he really enjoyed his service to the community.
- Alderman Williams stated this evening will be his last Committee meeting as Alderman. He feels it has been an awesome experience and he looks forward to what we will do as we forge ahead.

#### #14 ADJOURNMENT

There being no further items on the agenda, the meeting was adjourned at 6:52 p.m. by acclamation after a motion by Alderman Pickering and a second by Alderman O'Kane.

  
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Lisa K. Monson, City Clerk

Approved: 05/14/19

Posted Publicly: 05/15/19