

**CITY OF WARRENVILLE
PUBLIC WORKS AND INFRASTRUCTURE
COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, February 8, 2021 at 7:00 p.m. at City Hall and Virtually
28W701 Stafford Place**

MINUTES

A. CALL TO ORDER

Chairman Barry called the meeting to order at 7:00 p.m., explaining the virtual meeting protocol according to the Open Meetings Act, 5 ILCS 120/7(e), and the Governor's Executive Orders.

B. ROLL CALL

Present: Chairman Clare Barry, Mayor David Brummel, Aldermen: Jay Anderson, Kathryn Davolos, Leah Goodman, Jeff Krischel, Bill Weidner, and Bob Wilson.

Absent: Stuart Aschauer

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Public Works Director Phil Kuchler, Management Analyst Kristin Youngmeyer, Executive Assistant / Deputy City Clerk Dawn Grivetti, and City Clerk Emily Larson

Also Absent:

C. PLEDGE OF ALLEGIANCE

Chairman Barry led the pledge of allegiance.

D. CITIZENS COMMENTS

Bob Siebert, Albright Ct, stated he recently received certified letters addressed to property he owns on Ferry Rd, announcing a public hearing at City Hall. When he attempted to attend the meeting, he found the entrance to City Hall locked. He is concerned about the validity of the hearing.

E. OFFICIALS AND STAFF COMMENTS

Chairman Barry expressed her condolences to the family of Ray Scott, a long-time crossing guard for the City.

Ald. Goodman stated it is not too late to register for Fermilab's virtual open house this week. She also thanked staff, especially Finance Director Dahlstrand, for their work in preparing the FY 2022 budget and presentations.

Ald. Weidner stated the City's Bike Rodeo will be held on May 15 this year and speculated that the weather would be warmer then.

City Administrator (CA) Coakley stated staff is following up on concerns regarding the February 4, 2021, Plan Commission meeting. He also forwarded to Council members a letter to the editor recently published in the Daily Herald.

F. BUSINESS OF MEETING

1. Administration Department FY 2022 Budget presentation

Assistant City Administrator (ACA) White presented the Administration Department's FY 2022 budget overview. She listed the department's FY 2021 accomplishments in operations and core services including: the City's COVID-19 response, economic development support, communication and outreach, information technology, recruiting and hiring, policy updates, collective bargaining. Accomplishments in special projects included implementation of the new enterprise resource planning (ERP) system, establishing the Inclusion Diversity, Equity, and Awareness Commission (IDEC), and proposing a new Citywide residential garbage and recycling program.

Looking forward, ACA White noted the department's FY 2022 objectives including: the continuation of collective bargaining, personnel policies and training, recruitment and hiring, assessing the impact of legislative mandates, information technology improvements, IDEC support, and support to other volunteer groups. She stated special projects for FY 2022 will include: the continuation of the ERP and computer replacement programs, 2020 Census follow-up, Citgo Project support, a review and recommendation regarding the City's cellular provider and electric aggregation program, and continued evaluation of the impacts of the coronavirus on the City.

There was discussion regarding the projects that were removed from the work plan, as well as the availability of resources needed to maintain the planned and implemented systems included in the work plan going forward.

Mayor Brummel and members of the Committee thanked staff for their prioritization and detailed presentation of these vital City projects.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

2. Public Works Department FY 2022 Budget presentation

Public Works Director (PWD) Kuchler presented the Public Works Department's FY 2022 budget overview. He listed the Utility Division's FY 2021 completed accomplishments, which included: rehabilitation of the West Street water tower, painting of 658 fire hydrants, and updates to the Enterprise Maintenance and Replacement Program (EMRP). Projects still in progress include: the southwest district water tower property acquisition, assessment of the water system risk and resilience, and inflow and infiltration (I/I) reduction.

PWD Kuchler continued to list the Street Division's FY 2021 completed accomplishments, which included: completion of a reduced annual road program, private drainage assistance, and eastside storm sewer upgrades. Projects still in progress include: an update of the Capital Maintenance and Replacement Program (CMRP),

Rigi Road and Barclay Drive maintenance, Mack Road bridge replacement and trail improvement planning, and Illinois Prairie Path trailhead improvements. Other projects of note included the installation of a make-up air system and the reorganization of Public Works Department staff.

Looking ahead, PWD Kuchler described the department's FY 2022 planned projects, which include the continuation of previously stated in-progress projects, departmental reorganization, and other specialty projects within the Utility and Street Divisions. Noteworthy projects discussed included maintenance of the Williams Road Bridge, rehabilitation of the West Street water tower, and resolution of the maintenance of various privately-owned streets. PWD Kuchler stated the development of a Complete Streets Implementation Plan is dependent on the City's financial recovery from the coronavirus pandemic and the availability of grant funding.

Mayor Brummel and other Committee members thanked PWD Kuchler for his detailed presentation, and some members stated their interest in the department's inclusion of solar-powered systems in a number of planned projects.

There was discussion regarding the longevity and possible cost efficiencies in the various phases of the I/I program. PWD Kuchler stated it will be an ongoing process of continued maintenance.

There was discussion regarding the condition of the Williams Road bridge, the painting of the City logo on the water tower, and the early deterioration of roads both inherited by the City and privately owned, but now in need of repair.

Changes in salary ranges for reorganized departmental personnel were also discussed. PWD Kuchler stated there may be changes in union status of supervisory positions prompting a change in salary range. CA Coakley added supervisors promoted to superintendents will change from hourly to salary, eliminating the cost of overtime for such employees.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

3. Consideration of Proposals for Franchise Agreement for Waste Management Contract
ACA White stated the City's current garbage and recycling service contract with Waste Management will expire April 30, 2021. In preparation, the City requested proposals for waste hauling services that included a sticker-based program as well as an unlimited Citywide cart based program. In response, the City received four proposals for consideration. ACA White noted all four proposals offer a cart-based option, while three of the proposals offer a sticker-based option similar to the current service, but with additional monthly base fees. All proposals include curbside recycling and seasonal yard waste pickup for a five-year contract beginning May 1, 2021, and servicing all single-family and attached single-family homes currently receiving curbside service.

ACA White offered cost and benefit comparisons of the proposed sticker-based and cart-based programs. Following a detailed cost comparison of the options provided and reference checks of each provider, ACA White stated staff's recommendation is for Council to approve a franchise agreement with Groot Industries for a Citywide cart-only refuse and recycling service, adding, if Council prefers a refuse sticker option, then staff's recommendation is to accept the Lakeshore Recycling Systems proposal instead.

Mayor Brummel and several members of the Committee stated support of staff's recommendation for a cart-based program, noting a uniform collection service is more aesthetically pleasing to the community. Mayor Brummel added, carts with attached lids will keep the City cleaner on refuse pick-up days, and quarterly billing will be easier than sporadic sticker purchasing. There was some discussion regarding the possibility of a sicker buy-back program for the previous purchase of Waste Management stickers.

There was additional discussion regarding senior and low-volume user discounts, cart size options, unlimited waste removal and overflow of refuse and recycling. ACA White stated overflow was not an issue given the unlimited services proposed. Groot Industries representative Josh Molnar provided further explanation regarding the services offered in the proposal. Yard waste sticker and subscription service as well as composting options were also discussed.

Mr. Molnar described Groot Industries' educational program, software app, community-specific webpage, and recycling resources. Committee members were encouraged by the company's commitment to recycling education and encouragement to recycle more.

Ald. Krischel asked if the City has any regulations regarding the visibility of refuse carts. ACA White will reply to Council with more information at a later date. Mayor Brummel encouraged residents to acquire a right-sized cart for their standard use.

ALDERMAN DAVOLOS MOVED, seconded by Ald. Krischel, to recommend the City Council pass a resolution approving a franchise agreement with Groot for residential waste and recycling collection and disposal services, to begin on May 1, 2021.

ROLL CALL VOTE:

Aye: Alds.: Barry, Weidner, Krischel, Wilson, Goodman, Anderson, and Davolos

Nay: None

MOTION CARRIES

4. Update on Rogers Avenue Land Sale

Management Analyst (MA) Youngmeyer stated the sale of surplus City-owned real estate on Rogers Avenue has been postponed indefinitely until the DuPage County Health Department has time to review the health concern expressed by a resident on

Behr Circle Drive, and then provide advice to the City. She added, staff anticipates a minimum bid amount will be required when the City eventually advertises for bids.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

5. Consideration of Bid Letting and Construction Engineering for 2021 Construction Projects Prior to Approval of the FY 2022 Budget

PWD Kuchler stated staff is requesting authorization to seek bids for the 2021 Road Program Project before the FY 2022 Budget is formally approved. He noted, it is staff's experience that seeking bids for planned infrastructure construction projects in late winter or early spring can result in lower bid prices.

Ald. Anderson asked what options the City has if there is a change in plans. PWD Kuchler described the situation with the 2020 Road Project, in which a bid proposal was accepted then reduced in scope due to financial uncertainty resulting from the coronavirus pandemic. There was further discussion regarding the cost variations of items removed from last year's project and those included in this year's proposed project. PWD Kuchler stated additional asphalt and street lights included in the proposed project will require additional construction engineering, thus increasing this year's proposed costs over last year's reductions.

ALDERMAN DAVOLOS MOVED, seconded by Ald. Wilson, to recommend the City Council accept staff recommendation and authorize staff to advertise for bids for the 2021 Road Program Project prior to formal approval of the Fiscal Year 2022 Budget.

ROLL CALL VOTE:

Aye: Alds.: Krischel, Wilson, Anderson, Barry, Goodman, Davolos, and Weidner

Nay: None

MOTION CARRIES

6. Consideration to Order Street Sweeper Prior to Approval of the FY 2022 Budget

PWD Kuchler stated the City's existing street sweeper was due for replacement in FY 2021, however, the process was delayed due to revenue losses associated with the ongoing pandemic. He noted the street sweeper currently needs \$6,500 in repairs before its first use in the spring, and staff is recommending it be traded in for a new sweeper to be financed over a five-year period. The first payment would not be due for one year following execution of the purchase agreement, allowing the City to assess its financial situation and consider paying off the loan or continuing with future payments as required.

Committee members requested more information regarding the Capital Maintenance and Replacement fund balance to make an informed decision. CA Coakley stated there are currently not enough funds to purchase the sweeper outright due to the short-term revenue declines in the fund. Other projects and purchases have already been delayed due to the loss of projected revenue in the fund, and for this reason, staff favors the lease purchase agreement.

Ald. Weidner requested more information on the age and condition of the current sweeper. PWD Kuchler stated the City's hard water has had an adverse effect on the life of the current sweeper, adding it was purchased in FY 2009. Ald. Weidner suggested the possibly of collaborating with another community on the purchase of new sweeper. There was further discussion of delaying the purchase of new equipment and repairing the current sweeper for one more year of service until the City is in a better financial position. PWD Kuchler stated there is no guarantee repairing the equipment would be beneficial.

ALDERMAN GOODMAN MOVED, seconded by Ald. Davolos, to recommend the City Council pass a resolution waiving competitive bidding, and approving the purchase of a new street sweeper.

ROLL CALL VOTE:

Aye: Alds.: Goodman, Wilson, Barry, Davolos, and Krischel

Nay: Alds. Weidner and Anderson

MOTION CARRIES

7. Consideration of a Resolution Waiving Competitive Bidding and Approving a Contract to Replace a Motor at Well #10 (PK)

PWD Kuchler stated the motor at well #10 failed in January, and proposals have been received from the only two contractors in the area that perform the work needed to replace the motor. He stated staff is recommending the Council waive competitive bidding and award the contract to Water Well Solutions in the amount of \$35,645.50. He added, although there is no specific line item in the budget for this repair, there is sufficient savings from previous expenses to cover this expense in FY 2022.

ALDERMAN DAVOLOS MOVED, seconded by Ald. Wilson, to recommend the City Council pass a resolution waiving competitive bidding, and awarding a contract to Water Well Solutions in the amount of \$35,645.50, to replace a motor at Well #10 on Batavia Road.

ROLL CALL VOTE:

Aye: Alds.: Barry, Goodman, Weidner, Krischel, Anderson, Davolos, and Wilson

Nay: None.

MOTION CARRIES

8. Consideration of a Request to Dispose of Surplus City Property (KY)

MA Youngmeyer stated Police Department and Public Works staff have identified a number of items that are no longer utilized, necessary, or useful to the City due to age and condition, and are requesting disposal of such City-owned vehicles and property using Obenauf Auction Service, Inc. There was discussion regarding the possibility of recycling police uniforms.

ALDERMAN WILSON MOVED, seconded by Ald. Davolos, to recommend the City Council approve an ordinance authorizing disposal of City-owned surplus property utilizing Obenauf Auction Service.

ROLL CALL VOTE:

Aye: Alds.: Davolos, Krischel, Weidner, Wilson, Barry, Goodman, and Anderson

Nay: None.

MOTION CARRIES

9. Discussion of FY 2022 Citywide Work Plan

CA Coakley presented the Citywide Work Plan for FY 2022. Following clarification of the version presented, there were no additional questions.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

10. Review and file Public Works Department FY 2021 work program and decision package status report

PWD Kuchler presented the Public Works FY 2021 work plan and decision package status report. Ald. Goodman asked if high speed garage doors would be included in the FY 2022 work plan. PWD Kuchler replied they are not.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

H. CLOSED SESSION

I. ADJOURN

ALD. KRISCHEL MOVED, seconded by Ald. Goodman, to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 10:00 p.m.

Approved: February 16, 2021


Dawn R. Grivetti, Executive Assistant/Deputy Clerk