

**CITY OF WARRENVILLE
PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, February 14, 2022, at 7:00 p.m.**

In accordance with Governor Pritzker’s Disaster Proclamation, Section 7(e) of the Illinois Open Meetings Act, 5 ILCS 120/7(e), and a determination by Chairman Clare Barry, **this meeting was held virtually.**

MINUTES

A. CALL TO ORDER

Chairman Barry called to meeting to order at 7:00 p.m., explaining the virtual meeting protocol according to the Open Meetings Act, 5 ILCS 120/7(e), the Governor’s Disaster Proclamation, and a determination by the Chairman.

B. ROLL CALL

Physically Present: Chairman Clare Barry
Virtually Present: Mayor David Brummel, and Aldermen: Stu Aschauer, Kathryn Davolos, Leah Goodman, Jeff Krischel, Craig Kruckenberg, John Lockett, and Bill Weidner
Absent: None
Also Physically Present: Assistant City Administrator Cristina White, Public Works Director Kuchler, and
Virtually Present: Finance Director Kevin Dahlstrand, Senior Civil Engineer Kristine Hocking, Public Works Management Analyst Kristin Youngmeyer, City Clerk Julie Clark, and Executive Assistant and Deputy City Clerk Dawn Grivetti
Also Absent: City Administrator John Coakley and City Treasurer Ann Behrens

C. PLEDGE OF ALLEGIANCE

Chairman Barry led the Pledge of Allegiance.

D. CITIZENS COMMENTS

There were no comments from the public.

E. OFFICIALS AND STAFF COMMENTS

Chairman Barry wished everyone a Happy Valentine’s Day.

Ald. Goodman stated the Fermilab open house was a success. Presentations are available for viewing at the Fermilab website.

Assistant City Administrator (ACA) White stated the IDEC meeting scheduled for Tuesday, February 15, has been cancelled.

F. BUSINESS OF MEETING

1. Administration Department FY 2023 Budget presentation

ACA White gave a presentation of the Administration Department's proposed FY 2023 Budget and Work Plan. She gave an overview of the key activities of FY 2022, which included: audio/video equipment updates in Council Chambers, a new refuse and recycling contract, risk management, hiring, onboarding, and collective bargaining.

ACA White added, ongoing priorities for the Department include: finalizing collective bargaining agreements; continued recruiting, retention, and employee engagement; support of advisory commissions; ERP implementation; long-term financial planning; and succession planning for the future continuity of staff. She indicated that the COVID-19 pandemic delayed many anticipated projects.

The recently completed recruitment video was shared.

The replacement of the 10 year-old cameras in Council Chambers was discussed. Ald. Goodman stated a desire to see the City take a proactive approach to upgrading audio and video equipment.

Ald. Weidner questioned the City's plan to replace staff computers every three years. ACA White indicated that prior to the current replacement schedule, computers were placed on an as-needed basis, which often left staff without access to the device needed to do their work. In an effort to be proactive and decrease the possibility of staff downtime due to a malfunctioning device, a three year plan was developed. She added that lesser used computers and devices are maintained longer if they continue to function properly.

The possibility of including subtitles on video recordings of public meetings was also discussed.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

2. Public Works Department FY 2023 Budget presentation

Public Works Director (PWD) Kuchler presented the Public Works Department's proposed FY 2023 Budget and Work Plan. He stated, over the past two years, the City has delayed spending and limited purchases when possible, however, the Public Works Department's proposed FY 2023 Budget will look more like a pre-pandemic year in terms of projects and spending.

PWD Kuchler discussed the Department's FY 2022 accomplishments in both the Utility Division and Streets Division, and the Department's planned projects for FY 2023. He noted that some of these projects were approved in previous fiscal years, but were delayed due to the financial crisis caused by the COVID-19 pandemic. These projects include: the evaluation of solar opportunities; high speed garage doors for the Public Works building; the reorganization of personnel in the Department; the transfer of Harding Field to the Warrenville Park District; and the tree maintenance and planting plan.

There was discussion regarding the cost, continued maintenance, and feasibility of installing solar panels on the Public Works building as well as on other public structures

and in open spaces. There was discussion regarding the design and inclusion of City monument signs in the proposed FY 2023 work plan. There was further discussion of re-subdividing the Harding Park parcel prior to transfer of the parcel to the Warrenville Park District if the City Council directs staff to do so.

There was discussion regarding the process of draining and painting the interior of a water tower, as well as the possibility of reduced water pressure while the work is being performed. PWD Kuchler also discussed the details of the proposed maintenance of the Williams Road Bridge. Ald. Weidner requested recreational improvements be considered along with the maintenance of the Williams Road Bridge.

Ald. Goodman asked when smoke testing would be conducted. PWD Kuchler replied it is typically performed during the driest parts of the summer, sometime in July. He added that plans are in place for the public to be notified in several ways, and well in advance of the project.

PWD Kuchler was thanked for his presentation, for including environmentally-minded projects in the work plan, and securing grant funding when possible. PW staff was also recognized and commended for the variety of work they perform throughout the City.

Ald. Weidner requested the Tree Policy be evaluated and discussed sooner than when it is proposed on the work plan, given the delayed presentation of the tree inventory conducted in 2020. PWD Kuchler stated the item is prioritized below construction and grant related projects due to their definite timelines, but would consider reprioritizing the policy at Council's request.

There was discussion regarding when the Committee would hear an update on the Tree Policy. A consensus of Aldermen was in agreement to hear a report at the June 2022 Public Works and Infrastructure Committee of the Whole meeting.

3. Preliminary Engineering for Route 59 Multi-Use Paths Prior to FY 2023 Budget Approval
Senior Civil Engineer (SCE) Hocking stated this item is presented to recommend a consultant for preliminary engineering, Phase I, design for the Route 59 multi-use path project from Batavia Road to Continental Drive and Meadow Avenue. She gave a brief overview of the project, and stated this segment of right-of-way is the highest priority identified in the Bikeway Implementation Plan due to vehicle speed limit, traffic volume, accidents, and accessibility. She indicated that paths are planned to be installed along both sides of Route 59.

SCE Hocking stated, in 2020, the City was awarded Surface Transportation Program (STP) grant funding for this project that requires a kickoff meeting with IDOT before March 14, 2022 or funding would be lost. She noted that the project will need to go through IDOT's three-phase process, with this preliminary engineering contract being Phase I and consisting of the preliminary engineering design, environmental studies, preliminary plans, and public coordination. She stated, of the three consultants submitting proposals, Baxter and Woodman emerged as the most capable firm to perform the work.

SCE Hocking stated the total cost for all phases of the project is \$1.4 million, with approximately \$617,000 provided by the City and \$771,000 provided by STP funding. A majority of the costs are included in the proposed FY 2023 Budget, however, some costs related to the contract under consideration for this project will be incurred in FY 2022.

Ald. Goodman asked how much work has been done on securing property easements. SCE Hocking replied staff has informally reached out to property owners for support, however, a public meeting will most likely be required in a latter planning phase of the project. She added, platting will also be necessary to determine what property acquisition may be needed.

There was discussion regarding sidewalk location alternatives and feasibility to connect with existing sidewalks.

SCE Hocking was thanked for her efforts in securing grant funding for this project. Ald. Weidner added his support by stating this project will improve Warrenville's walkability score and improve local access to the business districts via bicycle transit.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council pass a resolution approving the engineering agreement with Baxter and Woodman, Inc., for the preliminary phase I engineering design of the Route 59 multi-use paths project, in the amount of \$104,833.

ROLL CALL VOTE:

Aye: Alds.: Goodman, Lockett, Weidner, Kruckenberg, Krischel, Barry, Aschauer, and Davolos

Nay: None

MOTION CARRIES

4. Bid Letting for Construction Projects Prior to FY 2023 Budget Approval

PWD Kuchler stated that staff is requesting authorization to seek bids for the 2022 Road Program before the FY 2023 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 results in lower bid prices.

Ald. Lockett voiced his concern for the potential for cost over-runs due to increases in the cost of asphalt later in the year. He asked if provisions for the prevention of cost over-runs could be included in the documents; PWD Kuchler stated he would consult with the City Attorney.

He further clarified that there are no sidewalks included in the 2022 Road Program.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council accept staff recommendation and authorize staff to advertise for bids for the 2022 Road Program Project prior to formal approval of the Fiscal Year 2023 Budget.

ROLL CALL VOTE:

Aye: Alds.: Kruckenberg, Davolos, Barry, Krischel, Goodman, Lockett, Weidner, and Aschauer
Nay: None MOTION CARRIES

5. Consideration to Order Excavator Prior to Approval of the FY 2023 Budget

PWD Kuchler stated the City's existing excavator is due for replacement in FY 2023. Due to supply chain issues, he noted, the vendor informed staff that there will be a \$6,000 cost increase for the new excavator if the City does not place an order before March. Staff received an estimate of \$30,000 from the vendor for the trade-in of the current excavator. PWD Kuchler added, the value could change depending on how long delivery takes for the new excavator and the addition of any wear and tear on the current excavator.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council pass an ordinance approving the purchase an excavator from Atlas Bobcat, LLC, for \$119,935 and authorizing the disposition of surplus personal property

ROLL CALL VOTE:

Aye: Alds.: Lockett, Kruschel, Davolos, Weidner, Aschauer, Kruckenberg, Barry, and Goodman
Nay: None MOTION CARRIES

6. Discussion of Committee and Aldermanic Assignments List

ACA White stated that with the recent resignations of Aldermen Wilson and Anderson, several aldermanic liaison assignments became vacant. Although the Council typically assigns positions following an election, she added, the information is being presented so that the Council may consider filling the vacancies at this time.

After much discussion, several motions were made to reassign some assignments and fill the vacancies of other assignments.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos to recommend the City Council designate Mayor Brummel as the alternate representative to the Fermilab Community Advisory Board.

ROLL CALL VOTE:

Aye: Alds.: Weidner, Aschauer, Lockett, Barry, Davolos, Krischel, Goodman, and Kruckenberg
Nay: None MOTION CARRIES

Chairman Barry indicated she is interested in continuing to serve as Aldermanic Liaison to the Bicyclist and Pedestrian Advisory Committee (BPAC) only until the Bike Rodeo is over, then she would like to step aside from that role. Ald. Kruckenberg expressed interest in serving as the Aldermanic Liaison to BPAC.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council designate Ald. Kruckenberg as Aldermanic Liaison to the Bicyclist and Pedestrian Advisory Committee effective June 1.

ROLL CALL VOTE:

Aye: Alds.: Krischel, Goodman, Kruckenberg, Lockett, Weidner, Aschauer, Davolos, and Barry

Nay: None

MOTION CARRIES

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council designate Ald. Aschauer and Ald. Lockett as Aldermanic Liaisons to the Fawell Dam Inspections and Reports Workgroup.

ROLL CALL VOTE:

Aye: Alds.: Davolos, Barry Goodman, Aschauer, Lockett, Weidner, Kruckenberg, and Krischel

Nay: None

MOTION CARRIES

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council designate Ald. Lockett as Aldermanic Liaison to the Point Oak Drive Utilities Extension Workgroup.

ROLL CALL VOTE:

Aye: Alds.: Goodman, Lockett, Weidner, Kruckenberg, Krischel, Barry, Aschauer, and Davolos

Nay: None

MOTION CARRIES

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council designate Ald. Davolos as Aldermanic Liaison to the Long Range Financial Planning Workgroup.

ROLL CALL VOTE:

Aye: Alds.: Kruckenberg Davolos, Barry Krischel, Goodman, Lockett, Weidner, and Aschauer

Nay: None

MOTION CARRIES

Ald. Davolos indicated she would be willing to cede the assignment as liaison to the Friends of the 4th of July Committee to Ald. Kruckenberg.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Weidner, to recommend the City Council designate Ald. Kruckenberg as the Aldermanic Liaison to the Friends of the 4th of July Committee.

ROLL CALL VOTE:

Aye: Aids.: Lockett, Krischel, Davolos, Weidner, Aschauer, Kruckenberg, Barry, and Goodman
Nay: None MOTION CARRIES

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council designate Ald. Lockett as an Aldermanic Liaison to the EMRP Workgroup.

ROLL CALL VOTE:

Aye: Aids.: Weidner, Aschauer, Lockett, Barry, Davolos, Krischel, Goodman, and Kruckenberg
Nay: None MOTION CARRIES

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Weidner, to recommend the City Council designate Ald. Lockett as an Aldermanic Liaison to the in Rigi Road / Barclay Avenue Dedication Workgroup.

ROLL CALL VOTE:

Aye: Aids.: Krischel, Goodman, Kruckenberg, Lockett, Weidner, Aschauer, Davolos, and Barry
Nay: None MOTION CARRIES

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council designate Ald. Kruckenberg as an Aldermanic Liaison to the in Old Town Redevelopment Site #2 Workgroup.

ROLL CALL VOTE:

Aye: Aids.: Davolos, Barry, Goodman, Aschauer, Lockett, Weidner, Kruckenberg, and Krischel
Nay: None MOTION CARRIES

7. Consideration of Water Main Lining Change Order (PK)

PWD Kuchler stated, after work began on the repair of a leaking water main under Route 59, near Winchester Circle in October 2021, it was discovered that the water main was slightly larger in diameter than was originally estimated. He added, the contractor is requesting a change order for the increased pipe liner size in the amount of \$3,500, which staff finds to be reasonable.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council pass a resolution approving Change Order No. 1 in the amount of \$3,500 to the contract with FER-PAL Construction USA, Inc. for water main pipelining services.

ROLL CALL VOTE:

Aye: Alds.: Goodman, Lockett, Weidner, Kruckenberg, Krischel, Barry, Aschauer, and Davolos
Nay: None MOTION CARRIES

8. Consideration of Storm Sewer Lining Change Order

PWD Kuchler stated, as presented in the departmental work plan, Public Works staff mistakenly included only 100 feet of 21-inch diameter storm sewer pipe liner in River Oaks, when the actual length is 163 feet. Based on final, measured in place quantities, the contractor is requesting the change order for the increased length of storm sewer pipe liner in the amount of \$7,560, which is consistent with the contract documents.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council pass a resolution approving Change Order No. 1 in the amount of \$7,560 to the contract with Benchmark Construction Co., Inc. for Lakeview Drive and River Oaks Drive Storm Sewer Pipelining.

ROLL CALL VOTE:

Aye: Alds.: Kruckenberg, Davolos, Barry, Krischel, Goodman, Lockett, Weidner, and Aschauer
Nay: None MOTION CARRIES

9. Consideration of Early Recruitment for Two Public Works Workers

PWD Kuchler stated, consistent with the Public Works Reorganization Plan approved by City Council in December 2020, staff has prepared Decision Packages to hire a new Street Division Worker and a new Water Utility Worker in the Public Works department to be considered with the FY 2023 Budget. He added, it is staff's experience that the recruitment process will take approximately three months. In order to have these new positions on board in May 2022, recruitment efforts should begin in February. PWD Kuchler requested the Committee recommend the City Council authorize staff to begin the recruitment process in February, prior to the Decision Packages being formally approved as part of the FY 2023 Budget, to avoid delays in filling the positions in FY 2023.

Ald. Goodman voiced her concern for including these two positions in the proposed FY 2023 Budget without seeing the draft budget to know that resources are available to fill the positions. With the understanding that the positions may not be filled in FY 2023, a consensus of the Aldermen supported including the positions in the FY 2023 Budget.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council direct staff to proceed with the recruitment for the positions of Street Division Worker and Water Utility Worker in the Public Works Department, with an anticipated start date in May 2022.

ROLL CALL VOTE:

Aye: Alds.: Lockett, Krischel, Davolos, Weidner, Aschauer, Kruckenberg, Barry, and Goodman
Nay: Ald. Goodman MOTION CARRIES

10. Consideration of BPAC request to solicit and accept donations for the Bike Rodeo

Management Analyst and staff liaison Youngmeyer stated the Bicyclist and Pedestrian Advisory Commission (BPAC) is preparing for the Bike Rodeo to be held on May 21, 2022. BPAC is requesting authorization to solicit local businesses for donated items to use as giveaways for participants, and monetary donations to purchase giveaway items for the sixteenth annual Bike Rodeo.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council approve the request to solicit and accept donations for the sixteenth annual Bike Rodeo event on May 21, 2022.

ROLL CALL VOTE:

Aye: Alds.: Krischel, Goodman, Kruckenberg, Lockett, Weidner, Aschauer, Davolos, and Barry

Nay: None

MOTION CARRIES

11. Consideration of BPAC request to close certain streets for Bike Rodeo activities

MA Youngmeyer stated, due to liability and safety concerns, the Bicyclist and Pedestrian Advisory Commission (BPAC) has recommended City Council approve the closure of a section of Stafford Place for the Bike Rodeo event on May 21, 2022.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council authorize the partial closure of Stafford Place for the annual Bike Rodeo event, as stated in the February 9, 2022, memo from Management Analyst and BPAC Staff Liaison Youngmeyer.

ROLL CALL VOTE:

Aye: Alds.: Davolos, Barry, Goodman, Aschauer, Lockett, Weidner, Kruckenberg, and Krischel

Nay: None

MOTION CARRIES

12. Discussion of FY 2023 Citywide Work Plan

ACA White presented an updated FY 2023 Citywide Work Plan, and stated it will be on the agendas of all upcoming Committee of the Whole meetings until the budget workshop in March to give the Council an opportunity to review and provide feedback. There was no further discussion.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

13. Public Works Department FY 2022 work program and decision package status report

An updated Public Works FY 2022 Work Program and Decision Package status report was presented for review. There was no further discussion.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

H. ADJOURN

ALD. GOODMAN MADE A MOTION, seconded by Ald. Aschauer to adjourn.

MOTION ADOPTED VIA UNANIMOUS ROLL CALL VOTE.

The meeting adjourned at 9:37 p.m.

Approved: _____

Dawn R. Grivetti, Executive Assistant/Deputy Clerk