

**CITY OF WARRENVILLE
PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, June 13, 2022, at 7:00 p.m.**

MINUTES

A. CALL TO ORDER

Chairman Barry called the meeting to order at 7:02 p.m.

B. ROLL CALL

Present: Chairman Clare Barry and Aldermen: Stuart Aschauer, Kathy Davolos, Leah Goodman, Jeff Krischel, Craig Kruckenberg, John Lockett, and Bill Weidner

Virtually Present: Mayor David Brummel, due to personal illness

Absent: None

Also Present: City Administrator John Coakley, Public Works Director Phil Kuchler, Finance Director Kevin Dahlstrand, Management Analyst Kristin Youngmeyer, City Clerk Julie Clark (virtually), and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: Assistant City Administrator Cristina White

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

Mayor Brummel stated the first Multicultural Festival, held June 11, was well attended. He thanked the Warrenville Park District for organizing the event and the City's Inclusion, Diversity, Equity and Awareness Commission for participating on behalf of the City.

Ald. Weidner wished everyone a happy Father's Day.

F. BUSINESS OF MEETING

1. Change Requests for the Enterprise Resource Planning Project

Finance Director (FD) Dahlstrand stated the City has been working diligently with the Enterprise Resource Planning (ERP) project consulting firm on an updated project plan and timeline to complete the remaining components of the ERP Project. The two zero-dollar change requests included with this item identify an agreement between the parties on the remaining high level components and the time frame for their completion.

There was discussion regarding the inclusion of any financial penalties for the delayed completion of the project and for poor service in rendering completion. FD Dahlstrand stated there will be modules that the City will not pay for as a result of them no longer being available, and that the City has paid very little on the contract as payment is dependent on module completion and few have been completed. Ald. Goodman stated she feels this opportunity should not go by without expressing to the developer the City's frustration for the excessive delay in completion of this project. FD Dahlstrand assured the Council that staff has conveyed the City's displeasure in the delays many times.

City Administrator (CA) Coakley stated staff has done a tremendous job working with the contractor, and a majority of the delays have been on the previous owners of the company and their staff turnover. He added that the City has considered many ways to force completion of the project, but given the periodic progress, it was not in the City's best interest stop or delay the implementation of the project.

There was discussion about the efficiencies of certain ERP program modules, and how much money the City has paid for the program so far. Ald. Weidner requested staff provide the Council with monthly or bi-monthly status reports detailing the progress of completion and any payouts that are made to the consultant. FD Dahlstrand replied that staff will include an update at the next Public Safety and Finance Committee of the Whole meeting.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council approve Change Request 2022 002 and Change Request 2022 003, and authorize the City Administrator to sign off on a detailed project plan and associated tasks to complete the ERP project.

MOTION CARRIED VIA VOICE VOTE

2. IDOT IGA for traffic control device maintenance
Public Works Director (PWD) Kuchler stated the City's 10-year agreement with the Illinois Department of Transportation (IDOT) for the maintenance of traffic signals on State highways throughout the City has expired, and staff and the City Attorney have worked with IDOT on an updated 10-year agreement.

There was discussion regarding the local cost shares included in the agreement, which come from previous agreements in place with the State.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council pass a resolution approving an IGA between the City of Warrenville and IDOT for the maintenance of State traffic signals on State highways within the City of Warrenville.

MOTION CARRIED VIA VOICE VOTE

3. Purchase of Cab and Chassis

PWD Kuchler stated that a dump truck in the Public Works fleet is due to be replaced in FY 2023, and staff is requesting its replacement. He added that, due to supply chain issues, the anticipated delivery of the vehicle could be up to 16 months, and payment may carry over into the FY 2024 Budget.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council approve the purchase of a cab and chassis for a Public Works dump truck in the amount of \$94,994, from Rush Truck Center in Chicago, Illinois.

MOTION CARRIED VIA VOICE VOTE

4. Equipment Purchase for the River Oaks lift station

PWD Kuchler stated that, similar to the Fox Hollow lift station rehabilitation project completed in 2019, the River Oaks lift station is new due for rehabilitation. He added that, like the previous project, staff will provide the labor to install the replacement parts. He noted that these sanitary sewer lift stations repairs are not associated with previous storm sewer issues in the area.

There was discussion regarding the tracking of staff hours associated with the project for cost comparison. PWD Kuchler stated he anticipates a significant savings by performing the work in-house rather than contracting it out.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Kruckenberg, to recommend the City Council pass a resolution approving a contract with Metropolitan Pump Company for the purchase of lift station equipment.

MOTION CARRIED VIA VOICE VOTE

5. Contract extension for cleaning services

CA Coakley stated that the City's cleaning contract with Crystal Maintenance Services will expire in October 2022, and staff is requesting another two-year extension of the contract. He noted, there have been no major complaints with the company, and staff is happy with their service.

Ald. Goodman asked, based on some aspects of the extension, if the company pays their employees minimum wage. CA Coakley replied that staff will look into it and report their findings back to the Council.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Lockett, to recommend the City Council pass a resolution approving a contract extension with Crystal Maintenance Services for two years, expiring October 31, 2024.

MOTION CARRIED VIA VOICE VOTE

6. Greenview Avenue Storm Sewer Easement

PWD Kuchler stated that as part of the 2022 Road Program, staff will be installing storm sewer in the City's east side street rights-of-way to improve drainage. He noted that a segment of the storm sewer will be installed through private property at 27W760 Greenview Avenue, and the property owner has indicated he will execute the easement agreement with the City when he returns to town in the next few weeks.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council pass an ordinance approving an easement agreement for storm sewer improvements at 27W760 Greenview Avenue.

MOTION CARRIED VIA VOICE VOTE

7. Contract for Batavia Road surveying and engineering services

PWD Kuchler stated staff has recognized a long standing issue regarding ownership of public sidewalk along portions of Batavia Road between Warrenville Road and Route 56 / Butterfield Road. Staff is proposing that the City obtain easements for the sidewalk located on private property, so the City can replace the sidewalk with ADA compliant public sidewalk from a proposed crosswalk at Tracy Place to a new connection with the Illinois Prairie Path. PWD Kuchler noted that staff has confirmed the property owners are interested in these improvements and willing to work with the City to dedicate easements.

ALDERMAN WEIDNER MADE A MOTION, seconded by Ald. Kruckenberg, to recommend the City Council pass a resolution approving a professional services agreement with Engineering Resource Associates, Inc. for Batavia Road surveying and design engineering services.

MOTION CARRIED VIA VOICE VOTE

8. Update on Climate Action Initiatives

Management Analyst (MA) Youngmeyer presented the annual review of Climate Action Initiatives originally compiled by staff in 2016. She highlighted emerging City projects such as the consideration and use of solar energy, biodiesel, and hybrid vehicles.

Several members of the Council thanked staff for the report. Ald. Weidner stated he would like to see actual cost savings amounts included in future reports including electric savings. CA Coakley noted that the City has a franchise agreement with ComEd, so cost savings for electricity in certain City buildings is not available, but some kilowatt savings could be attributable to City improvements. Other ways to further reduce electric consumption were also discussed.

Ald. Goodman introduced Environmental Advisory Commission Chairman Jean-Marie Kauth who asked if the coal tar sealant ban could be added to a future report. Ald.

Goodman stated she would like to see the increased use of permeable pavers included as well.

There was discussion regarding the City's Complete Streets Implementation Plan included in the report, and any resident requests for improvements to be added to the plan. PWD Kuchler stated these initiatives are part of the Public Works Department Work Plan, and identifying a funding source is the first step in considering projects in the Complete Streets Implementation Plan. He indicated an advisory workgroup would be beneficial to discuss future recommendations.

Ald. Davolos asked if the Warrenville Complete Streets Policy could be made available on the City website.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

9. Update on Existing Tree Policy and Public Works FY23 Work Plan

PWD Kuchler provided an update of the City's tree maintenance and planting plan. He stated that in 2020, a tree inventory was conducted and a management plan was drafted, however, the plan was not presented to the City Council until late 2021, due to budgetary constraints caused by the coronavirus pandemic.

PWD Kuchler stated that, in an effort to test the suggested management plan to prune 20% of the City's tree inventory annually, staff spent 1,200 hours trimming over 750 trees in two neighborhoods last fall. He noted that this is not a standard practice by City staff, and staff will evaluate whether the practice should continue in-house or by contract to assist in future budgetary processes.

The City's tree planting program as well as the benefits of an urban tree canopy and the equity of planting trees throughout the City were discussed. PWD Kuchler stated that the City does not currently plant, water, or replace trees on a consistent basis. Staff will consult with other tree experts to assess these options as well.

Staff was thanked for the thoroughness of the report. Ald. Davolos requested the tree inventory report be made available on the City website. It was recommended staff consult with other communities regarding their tree planting and replacement programs, and take advantage of free resources and educational materials for the care and maintenance of trees.

Ald. Goodman discussed the problems with the City's former memorial tree program, and added, with the assistance of the City's Planner and GIS Technician, the City could keep better track of memorial trees, re-establishing the program and eliminating the need for individual signs that could be vandalized.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

10. Public Works FY 2023 Work Program and Decision Package Status Report

The report was presented for review. There were no comments regarding the report.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

G. MISCELLANEOUS

H. ADJOURN

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Krischel to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:26 p.m.

Approved: _____

Dawn Grivetti, Executive Assistant/Deputy Clerk