

MEETING MINUTES
PUBLIC WORKS COMMITTEE
MEETING ROOM A
FAIRVIEW HEIGHTS MUNICIPAL COMPLEX
FEBRUARY 4, 2015

The Public Works Committee Meeting of Wednesday, February 4, 2015, was called to order at 7:00 p.m. in Meeting Room A of the Fairview Heights Municipal Complex. Those in attendance were Public Works Committee Chairman Scott Greenwald, Aldermen Dennis Baricevic and Pat Baeske, alternate of the Committee, Alderman Denise Williams, Treasurer Michele Isaacson, Clerk Mark Kupsky, staff members City Administrator Jim Snider, Public Works Director Chris Volkman and Jill Huffman, and guests per the attached list.

ITEMS REPORTED:

- 1) APPROVE MINUTES: Alderman Baricevic made a motion to approve the January 7, 2015 Public Works Committee Meeting Minutes with the following correction. Page 3, last item discussed to read: "Alderman Baricevic requested that a letter be sent from the City to the City of O'Fallon stating the City of Fairview Heights is not in favor of the sale **or lease** of the water system to a private entity." Seconded by Alderman Lowry. Motion carried, 3 – 0.

- 2) CITIZENS' COMMENTS: A resident from Fox Creek Subdivision requested an update of the status of the Fox Creek Drainage Study and what areas are included in the study. Public Works Director relayed that the study will be complete this month and a final report will be presented at the March Public Works Committee Meeting. The studied area includes the Fox Creek Subdivision as well as neighboring areas upstream, including the Toulon, Lenora, David and Veach areas, the farm field across the highway, and one-quarter mile downstream east of Old Collinsville Road. Studies have been performed in the past; however, areas outside the Fox Creek Subdivision are being reviewed for possible relation to the drainage issues. The next fiscal budget will include funding to initiate the potential work outlined in the final report.

Staff distributes emails to residents with information as it becomes available, and information is received from residents regarding specific issues.

- 3) CITY OF O'FALLON, MILBURN SCHOOL ROAD AT OLD COLLINSVILLE ROAD DETOUR: The City of O'Fallon is requesting the City of Fairview Heights City Council offer a Resolution of Support for the construction of a roundabout at Old Collinsville Road and Milburn School Road and detouring plan utilizing several of the City's streets.

Discussed that this project is being funding solely by the City of O'Fallon, even though the east leg of the roundabout would be located in the City of Fairview Heights.

In 2009, the Cities entered into an intergovernmental agreement for the construction of Old Collinsville Road and as a part of that agreement, the City of O'Fallon will make improvements at the intersection of Old Collinsville Road and Milburn School Road.

Because this intersection will be closed to traffic, the City of O'Fallon is requesting that several City streets, possibly including Dunhill Drive (north section), Northshore Drive, and Fountains Parkway, be utilized as detour routes.

The City of O'Fallon states that construction is scheduled for the summer of 2016 and the detours would be utilized for approximately six month dependent on weather.

Discussed which City, O'Fallon or Fairview Heights, actually owns Old Collinsville Road north of Highway 50 to which the Public Works Director replied that the City of O'Fallon maintains the roadway.

Alderman Baeske made a motion to forward a Resolution of Support to City Council for the approval or denial of permitting the City of O'Fallon to construct a roundabout at Old Collinsville Road and Milburn School Road of which the east leg of the roundabout lies within the corporate limits of the City of Fairview Heights and to utilize the City's streets as a planned detour for motorists; seconded by Alderman Baricevic. Motion carried, 3 – 0.

- 4) ENGINEERING PROPOSAL FOR ST. CLAIR AVENUE SIDEWALK DESIGN (CDBG): Staff is requesting permission for the City to enter into an agreement with Elkott Engineering in the amount of \$13,745 for the design of sidewalk located on St. Clair Avenue from Illinois 157 to Third Avenue.

Discussed that Jones Plaza, on the west side, is not in the City of Fairview Heights, but in the City of East St. Louis. Public Works Director stated that the sidewalk is on the State's right-of-way regardless of the adjacent property. The State is going to build a new bridge at Illinois 157 to include a sidewalk/bike trail with the trail proceeding down the ramp which will connect to the City's new sidewalk. Sidewalk will be installed from Illinois Route 157 to Third Avenue and connect to the crosswalk leading to the Metro Link station.

Alderman Baricevic made a motion to forward a Resolution to City Council recommending that the Mayor enter into an agreement with Elkott Engineering in the amount of \$13,745 for the design of sidewalk along the north side of St. Clair Avenue from Illinois 157 to Third Avenue; seconded by Alderman Baeske. Motion carried, 3 – 0.

- 5) I-64/IL-159 INTERCHANGE MAINTENANCE: Staff is requesting permission to advertise for bids for the maintenance of the I-64/IL 159 interchange.

Alderman Baricevic made a motion granting staff permission to advertise for bids for the maintenance of the I-64/IL 159 interchange; seconded by Alderman Baeske. Motion carried 3 – 0.

- 6) **VEHICLE PURCHASES:** Staff is requesting permission to order a 1-ton dump truck with plow and a 1-ton 4x4 pickup truck with plow. Discussed that these two vehicles would replace a 2003 Ford F350 and a 2000 Ford F150. Public Works Director stated that the order deadline for purchase of State bid vehicles is February 27, 2015. The next order date for State bid vehicles would not be until July, 2015 of which there is a potential increase of as much as \$3,000. The pickup truck would be delivered in May/June and the 1-ton dump truck in July/August, which would be in the forthcoming budget year.

Alderman Baeske made a motion to forward a Resolution to City Council recommending the ordering of a 1-ton Ford F350 4x4 dump truck with plow for a net cost of \$48,565 and a Ford F250 4x4 pickup truck with plow for a net cost of \$28,995, to be purchased and delivered to the City in the 2015/2016 fiscal year, seconded by Alderman Baricevic. Motion carried 3 – 0.

- 7) **ENGINEERING PROPOSAL FOR THE RECONSTRUCTION OF WILSHIRE DRIVE:** Staff is requesting permission for the City to enter into an agreement with Millennia Professional Services of Illinois in the amount of \$137,617 for the reconstruction of Wilshire Drive and Berkley Court. Public Works Director stated that Wilshire Drive is the next street on the list to be converted from an oil and chip road to a paved surface with curb and gutter. There are approximately 71 houses located on the street. The construction phase is scheduled for the summer of 2016. Discussed that Rebecca Drive most likely would not have to be used as a detour route if the new roadway base is rock in lieu of a soil stabilizer. A meeting with the residents to discuss the project will be scheduled.

Alderman Baricevic made a motion to forward a Resolution to City Council recommending that the Mayor enter into an agreement with Millennia Professional Services of Illinois in the amount of \$137,617 for the design of the reconstruction of Wilshire Drive and Berkley Court; seconded by Alderman Baeske. Motion carried, 3 – 0.

- 8) **ASPHALT OVERLAY PROGRAM:** Staff is requesting permission to advertise for bids for the asphalt overlay contract for FY15 which is for Commerce Lane between Market Place and Plaza Drive, and Bayberry Drive in the Ashland Meadows Subdivision. The southern portion of Commerce Lane, from Market Place to Lincoln Highway, was resurfaced a couple years ago. There is settlement at the sewers on Bayberry Drive causing dips in the road which requires correction and asphalt overlay. Bayberry Drive was constructed in 2001.

The Commerce Lane overlay will not affect the streetscape project on Market Place anticipated for construction in four to five years.

The Public Works Committee granted staff permission to advertise for bids for the asphalt overlay contract for FY15 which is for Commerce Lane between Market Place and Plaza Drive, and Bayberry Drive in the Ashland Meadows Subdivision.

- 9) RESOLUTION OPPOSING THE SALE OF CITY OF O'FALLON UTILITIES: A resolution and letter was drafted and previously distributed to City Council.

Alderman Baricevic made a motion to forward the Resolution as presented to the Public Works Committee to City Council authorizing the Mayor to send a letter to the Mayor and City Council of the City of O'Fallon advising them that the City of Fairview Heights opposes the lease or sale of the O'Fallon water supply system; seconded by Alderman Baeske. Motion carried, 3 – 0.

- 10) CAPITAL IMPROVEMENTS PROGRAM: Discussed that the City is not following the Ordinance which established the Capital Improvements Program and identifies and controls projects. Discussed that a resolution is passed when a project is approved and is included in the budget and reviewed by the Finance Committee. It was stated that the Public Works Department should be establishing a five-year Capital Improvements Plan. Discussed that perhaps the Finance Department, for budgetary purposes, could change the name from Capital Improvements Plan to Capital Spending Plan. Discussed that some items should not be listed as capital improvements.

Discussed not showing a budget year in the Capital Improvements Plan, but utilizing a time line showing the length of time for a project.

In response to Capital Improvement concerns, Committee reviewed a memo previously forwarded to Elected Officials from the Director of Finance dated February 3 regarding Defining a Capital Expense / CIP Review Follow-up.

Discussed the upgrade of Mark Drive and that the Cari cul-de-sac could be included with that project.

Requested Public Works Director review the funding for tuckpointing of the Municipal Complex.

Discussed if the Fox Creek Drainage project should be separated from the Off-street Drainage Program. Public Works Director relayed that the Fox Creek Drainage Study will depict the resultant project(s) to potentially remedy the Fox Creek Drainage issues and a separate line item will be established in the budget.

- 11) COMMUNITY DEVELOPMENT BLOCK GRANT: Discussed possible projects for application for the Community Development Block Grant (CDBG) which is due for submission to St. Clair County March 20, 2015. Potential projects discussed were sidewalk installation from Second Avenue to Holy Cross Road, water line installation at Fairmont and Enterprise Roads area, and Holdener Place road reconstruction.

Discussed that typically CDBG contributes \$60,000 to the project.

Public Works Director is to review the budget, send an email to Council, and schedule a Public Works Committee meeting preceding the March 17 City Council meeting.

- 6) FRENCH VILLAGE FIRE DEPARTMENT IMPROVEMENTS: The Fire Department is requesting funds for the installation of a fence around the fire station on Third Avenue. The fence is required by City Code. The cost of the fence is \$15,500. The General Fund would provide the money for the fence.

Discussed that the Fire Department is its own taxing district, however, they do not receive a significant amount of money. The Department provides protection to St. Stephens Church and State Park Place, including the three hotels in Caseyville from whom they collect \$50 through a TIF.

Alderman Lowry made a motion to provide up to 50% percent of the total cost of the fence, not to exceed \$7,750. Discussed that the carpenters union may erect the fence. Alderman Baricevic seconded the motion. Motion carried, 3 – 0.

- 7) ASPHALT OVERLAY PROGRAM: Bids for the asphalt overlay of Commerce Lane and Bayberry Drive were opened and the low bidder was Gleeson Asphalt with a price of \$157,918.14. Engineering estimate was \$200,000.

Alderman Baricevic made a motion to forward a Resolution to City Council recommending that the Mayor enter into an agreement with Gleeson Asphalt, Inc. for the asphalt overlay of Commerce Lane and Bayberry Drive in the amount of \$157,918.14; seconded by Alderman Lowry. Motion carried, 3 – 0.

- 8) COMMUNITY DEVELOPMENT BLOCK GRANT: The application for the Community Block Grant is due to the County March 20, 2015. Several project ideas have been brought forward for submission: 1) Extend sidewalks to Holy Cross Road; 2) Curb and gutter on Holdener Place; 3) Fire hydrants in Fairmont Road area. Staff has discussed and believes that fire hydrants are most important. The proposed project needs to be located in a low to moderate income area.

Comment that the City would be buying this for a water company. Public Works Director stated this is in Illinois-American territory. Commented that Illinois-American should be reviewing this situation.

Brought forward improvements to Olinda Drive and Minter Street. Public Works Director to investigate to confirm that this area would meet grant requirements.

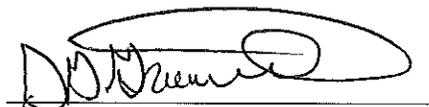
Discussion ensued.

Committee recommends that the Public Works Director determine if Olinda Drive and Minter Street widening meets the low to moderate income requirement to submit for the grant. If that project is not eligible, proceed with the fire hydrants in the Fairmont Road area. This information will be presented at the Public Works Committee Meeting preceding the City Council Meeting on March 17.

12) PROJECT UPDATES:

- A) IL 159 / I-64 Enhancement Project – Some trees need replacement. Project commencement dependent on weather.
- B) Richmond Drive – Bids will be opened on February 11 at 2:00 p.m. A Public Works Committee Meeting will be scheduled before the City Council Meeting on February 17 to approve the low bidder.
- C) Greenridge Heights Road – Approximately 75 percent of roadway is complete. Project commencement dependent on weather.
- D) Perrin Road - Construction is tentatively scheduled to commence March 1.
- E) City Hall Front Entrance ADA Ramp – Bids will be opened on February 11 at 3:00 p.m. A Public Works Committee Meeting will be scheduled before the City Council Meeting on February 17 to approve the low bidder.
- F) Fox Creek Drainage Study – The final report from the consultant is scheduled to be presented at the March Public Works Committee Meeting.
- G) Olinda and Minter – Staff has discussed road improvements and right-of-way issue with resident. The City has a 30-foot right-of-way and staff believes a passable road can be constructed within that area. Resident has verbally agreed to grant the City a Temporary Construction Easement for access to private property to perform the work. Utilities will be checked in the area before construction commences.

Chairman Greenwald adjourned the meeting at 8:25 p.m.



Scott Greenwald, Chairman
Public Works Committee

SG/jmh