

Capital Projects Committee
Tuesday, April 27, 2021
Remote Meeting via WebEx, 6:30 p.m.
Meeting Minutes

Members in Attendance:

Melissa Gallagher, Director of Finance
Rob Horne, Director of Public Works
Jo Ellen Charlton, Assistant Director of Public Works
Mark Kilarski, Public Works Utilities Supervisor
Alderman John D'Astice
Alderman Lara Sanoica
Steve Holish, member

Absent: Bob Losh, member, Jack Eleftheriou, member

Meeting was called to order at 6:30 pm.

The minutes from the meeting of March 23, 2021 were approved by unanimous voice vote.

- FY 2020 Major Projects, FY 2021 Projects & FY 2021 Upcoming Projects:
 - Ms. Gallagher stated that the Utilities Fund was made up of three sections: Water, Sanitary Sewer, and Storm Water. Each section had different parts, including capital projects and operations budgets.
 - Ms. Gallagher reminded the Committee of the utility rate study that had been performed several years ago. Since then, there had been no increases in rates thanks to careful management of the accounts and budgets.
 - City departments were working on the Capital Improvements Plan for 2022-2026. At this meeting, the intent was to take a look at completed projects from FY2020 and upcoming projects for FY2021. Future meetings would discuss the recommendations for the FY2022 plan and budget. Through careful planning, \$4.3 million worth of projects were completed in FY2020, even with the impacts of the coronavirus pandemic. There had been some deferrals, but not really any in utilities.
 - Mr. Horne provided an overview of completed water projects.
 - The South Street and Plum Grove Drive water main project had been completed. This was a bond funded project, and staff was working on finishing audit work for the bonds, and closing out the process.
 - The Weber/Waverly area had also had a water main project completed. This was also bond funded, and punch list items were being completed in 2021.
 - The Arbor Drive Water Main project had been going on since 2019. The initial year had bond funding, and the subsequent phases had outside funding sources.
 - Phase 1 of the elevated tank painting had been completed with the water tower on Campbell Street having been painted. Phase 2 would be in 2021, with the water tower on Central Road.
 - The SCADA system, the City's water control system, had on-going work on it. Large improvements had been made since 2015 after no improvements in over two decades. The capital plan will continue to show these expenses until the system is caught up and fully implemented. Then it will only show routine maintenance with occasional larger upgrades. This type of upgrade requires

some investment on the front end to save the City money in the long run, such as with telecommunications expenses. Upgrades to this system have the potential to save the City around one million dollars over the course of ten years in telecommunications expenses.

- A water pressure system improvement had also been completed in 2020. The City did a study several years ago to try to improve the water pressure on the west side of town. Mr. Kilarski noted that pressure valves had been installed in strategic locations across the City to improve water pressure in the community as a whole. The valves are partially closed to allow the water to backlog in the system, increasing the pressure. This project needed to be completed in alignment with the SCADA system upgrades to allow for control of the valves remotely.
- The City recently had a risk and resiliency assessment done on the water system, to be submitted to the IEPA in the near future. It indicated that a major deficiency was a lack of emergency power to the pump and lift stations in the City. These are critical systems for the health and safety of the community, and they are not currently protected. Mr. Holish asked if these emergency backup systems were the same as those in the fire stations. It was determined that they were not – the backup systems in the fire station was for the City’s backup server on a separate system than the backup for the pump and lift stations. It was also separate from the Public Works building backup power system that had been deferred, and would be requested again coming up.
- Mr. Horne then provided information on 2020 sanitary sewer projects.
 - The manhole rehabilitation projects and sanitary sewer improvements were both annual programs that had been continued in 2020.
 - The Brookview/Sunset area engineering for the sanitary sewer project had also begun in 2020.
- Finally, Mr. Horne provided information on 2020 storm water projects.
 - The City completed annual projects for storm water rehabilitation, and storm water management in conjunction with the street reconstruction projects.
 - Storm water improvements were also completed in the Owl Drive area.
 - 2020 also saw the completion of the drainage study in the Northwest Industrial area.
 - Baxter Woodman had provided an overview of the Park Street Drainage project at the April Committee of the Whole Meeting. A link would be provided to the Committee with the data and statistics, and the Committee was encouraged to watch the presentation. This item was a large project, phased over several years.
- Ms. Gallagher stated that the City was able to complete \$4.3 million dollars in capital projects, up from the normal \$2.3-2.8 million annually, due to the bond issue. Despite the pandemic, there were still adequate fund balances to complete all the projects.
- Ms. Gallagher noted that funding would be important for upcoming 2021 projects. The American Rescue Plan from the federal government was meant for pandemic relief. The City was anticipating receiving \$2.9 million over time, with the first disbursement coming as soon as May. With input from the Council, the City was planning to put that money towards continuing infrastructure improvements.
- Mr. Horne then provided an overview of major projects planned for 2021.
 - The major water project had already been completed. Phase 3 of the water main replacement on Arbor Drive had gotten moving early. An IEPA permit to activate the water main had already been applied for. It was hoped that the

aligning resurfacing project, funded by CDBG from the County, would go out to bid in the near future.

- Another water main project, in an area nicknamed the “Four Sisters” was on the books for next year. Engineering was proceeding to allow for a bid letting in January or February, hopefully gaining good pricing.
- The second elevated tank painting project was also moving forward in 2021. There was a slight delay due to the need to ensure the temporary pole for telecommunications equipment was sound enough to last for 60-90 days.
- Mr. Horne noted that a presentation to the Committee of the Whole was planned for the future to talk about the water system, to have everyone understand where the system was in its development.
- Mr. Horne asked for an agenda item to be placed on a future agenda. He noted that that City does not have any “shovel ready” projects, and wanted to have a discussion to see if that was a policy that should be implemented. The benefit of pre-engineering these kinds of projects is that grants and other funding sources tend to look more favorably on projects that have already completed or are close to completing design engineering. When a project reaches the five-year capital plan, the City is committing to it, so the money will be spent. This recommendation is to spend the money on engineering a little sooner to be able to take advantage of possible funding opportunities.
- Mr. Horne noted that the big sanitary sewer project was the Bookview/Sunset area project. Residents had been waiting a while, but there was still some more work to do before the project could move forward, including work with the attorneys to establish a special service area.
- Ms. Gallagher noted that the five year plan is a snapshot, projects that the City is committing to. The Public Works Department plans out many years.
- Ms. Gallagher requested feedback on what had been discussed. Alderman Sanoica stated that the items presented provided a very optimistic look for the City. She was also in favor of having projects ready for grants and other funding sources.
- Review Meeting Dates and Upcoming Meeting Agenda Topics
 - Ms. Gallagher stated that next meeting would be May 25, 2021. It would likely be a virtual meeting. Staff had been working on trying to get the packets to the Committee sooner to be able to review them. The item for the agenda on the next meeting might be the first draft of the five year plan.
 - The following dates in June and July would be dedicated to working towards recommendations for the Council on the Capital Plan.
 - Mr. Horne asked if the Committee was meeting in August. Ms. Gallagher stated that they were not, as the Capital Plan would be provided to Council for review in August. Mr. Horne suggested that the first meeting after the presentation of the Capital Plan might be a good one to have the City’s GIS consultants present the tools staff use for planning purposes.
- Other Items as Needed
 - Alderman Sanoica stated that she had attempted to meet with IDOT twice over the past two months regarding noise containment, and IDOT had attended neither. In the meantime, she had contacted other municipalities that had successful attempts to have IDOT pay for noise containment. They had provided plans that they had used. She requested that this item be put on the agenda for the next meeting. Materials would be provided for the packet.

- Public Comment
 - There was no public comment.

Meeting adjourned at 7:22 p.m.

Meeting minutes by Rob Horne and Elizabeth Payne, Public Works Department.