

August 3, 2020

**Public Works Committee Meeting**

Trustees Present: Chairman Mike McKinnon, Trustee Stan Maligranda, Trustee Jeremy Graham.

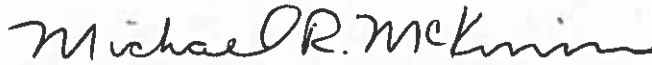
Guests: Chad Insko (Director of Public Works), Sally Bennett (Village Treasurer), Mary Gaziano (Village Attorney)

- 1) **Meeting Called to Order** - The properly posted meeting was called to order at 4:00 PM and was conducted by Tele/Video Conference.
- 2) **Disclosure of any Conflict of Interest** – none
- 3) **Changes to Agenda** – none.
- 4) **Approve Agenda** – *Motion to approve agenda by Trustee Graham. Second by Trustee Maligranda. Motion passed.*
- 5) **Approval of Public Works Meeting Minutes from July 6, 2020** — *Motion to approve by Trustee Maligranda. Second of motion by Trustee Graham. Motion approved.*
- 6) **Public Comment**— None
- 7) **RRWRD – IGA Amendment #2.** Letter date July 22, 2020 reaffirms some verbal agreements that have taken place since the original agreement. Some buildings that were intended to go to the district will remain with the village. The district is seeking an alternate access point so they don't need to pass through village secured gates. Included in their proposal is 2.5 acres of property. This is no mention of a price or if the expectation is for the village to transfer the property to them. There is economic value in the property and the consensus of the committee is the property should be sold or some other economic offset which may include upgrades to West Winnebago Street. *Motion by Trustee Graham to recommend the board approve authorizing Chad Insko to set up a meeting with RRWRD to understand their intentions with the property and discuss possible options for economic offset for the value of the property. Second of motion by Trustee Maligranda. Motion passed.*
- 8) **Spending Approval for Equipment** – Chad indicated it was planned to replace the 2011 F350 One Ton Dump truck this year. At this point he will defer any additional discussion until September so we have a better view of budget availability.
- 9) **DCEO Grant** – Fehr Graham has confirmed application and all necessary documentation was submitted by the required deadline. Expect a decision in September or October.
- 10) **Construction Funding Report** – Reviewed report.
- 11) **Water System Upgrade – SCADA system** – Weekly conversations with Strand. Still in process of securing the necessary hardware.
- 12) **Water System Upgrade – Water Meters** – Equipment is on order. Beacon software is installed and functioning. Training later this month. Target to switch over by end of August. It is good we did not defer this much longer. Many meters nearing end of life. 1 -3 meters have been failing each month and rate will likely increase. Public works starting to enter homes for upgrade. Anticipating 500 meters for 2021.

- 13) **Street Project for 2020** – Chad indicates there was some damage to Runyard St. from construction activity with upgrades to track/football field. Road was nearing the need for maintenance but was functional. School district/contractor will need to repair road edge of 6' x 450". Estimated damage of \$6,000 - \$8,000. Complete overlay of road would be \$18,000 - \$20,000. Public works hoping there would be some funding available to do a cooperative repair and resurface the road. Best available budget from public works may be \$6,000 - \$8,000. Intention was to try and tie in with Elida St. project for 2021 or 2022 but don't believe repair can be deferred that long. Chad is will discuss options with School District and Contractor.
- 14) **Highlands Development** – Attorney Gaziano has confirmed Dr. Tanner was served in New Zealand. Service was provided at his place of business as apparently his residential address could not be confirmed. After he was served, Mr. Tanner's representative Attorney Art Kielty was also served. Mr. Kielty will be representing Dr. Tanner.
- 15) **RRWRD** – Closing of sewer treatment plant is still on going. Lagoon has been filled but not final grade. Expect completion by end of August.
- 16) **Cross Roads Church** – Chad indicated he had received communication from Cross Roads Church regarding letter of credit. Attorney Gaziano will communicate with Cross Roads regarding the actions they need to take and provide a copy of the applicable ordinance.
- 17) **Retention/detention pond issues** – Chad indicates he has received some call from Greenlee residents stating their opinion the recent repairs in Resh Farms has increased the water flow through Greenlee. Chad indicates the drainage area in Resh has not been altered from original design. This has been a periodic issue and fortunately we went for a while without heavy rains.
- 18) **Budget issues** – Too much to do and not enough funds available. Chad concerned about impact on public works budget with additional office overtime with permit requirements. It would seem the village portion of the permit fees should offset this.
- 19) **Hail Damage** – Chad continues work with assessors. Some things have been straightened out. Dry wall work in village office has been complete. Getting quotes for carpeting. Uncertain if insurance will cover. Window/door lock quotes received. It is expected this work would be covered by the CARES program.
- 20) **Employee Input** – Nothing in addition to items noted in other areas.
- 21) **New Business** – none.
- 22) **Priority of Attorney Projects** – Highlands Development and response to Cross Roads Church
- 23) **Salt purchase** – We will start moving on this in September or October.
- 24) **Sullivan's Lot.** – No open issues
- 25) **Capital Equipment/Sinking Funds** – No discussion.
- 26) **Downtown Parking/Overnight/Tenant Parking** – no discussion.
- 27) **Tree removal in Right of Way, Pecatonica St.** – No discussion.
- 28) **Sidewalk/Driveway Permit** – No discussion.
- 29) **Trail Head** – No discussion.

- 30) **Street Maintenance/crack filling** – No discussion.
- 31) **Part time/seasonal help** – No discussion
- 32) **WINGIS** – No discussion.
- 33) **IGA Between Village of Winnebago and Winnebago Township** - No discussion
- 34) **Stop light at Elida St./Landmark** – no discussion
- 35) **Executive Session** – none
- 36) **Next Meetings** – Public Works Meeting Wednesday, September 9, 2020, 5:00 PM, unless this is superseded by a COW Meeting
- 37) **Adjournment** – *Motion to adjourn meeting by Trustee Graham. Second of motion by Trustee Maligranda. Motion passed. Meeting adjourned at 5:13 PM*

Respectfully Submitted



Michael R. McKinnon, Public Works Chair

Approved: September 9, 2020