

Public Works Committee Meeting

Trustees Present: Trustee Graham was present at the Village Hall, Committee Chairman McKinnon, Trustee Adam LeFevre attended remotely.

Guests attending remotely: Chad Insko (Director of Public Works), Jimmy Johnson (Supervisor of Streets), Mary Gaziano (Village Attorney), Kellie Symonds.

- 1) **Meeting Called to Order** – The properly posted meeting was called to order at 5:00PM and was conducted in person and by Tele/Video Conference as allowed by governor's extended executive order. Trustee Graham was present at the village office.
- 2) **Disclosure of any Conflict of Interest** – No conflict of interest was noted.
- 3) **Changes to Agenda** – No changes to the agenda.
- 4) **Approve Agenda** – *Motion to approve agenda by Trustee Graham. Second by Trustee McKinnon. Motion approved on roll call vote of those present.*
- 5) **Approval of Public Works Meeting Minutes from March 2, 2022** — *Motion to approve minutes by Trustee Graham, second by Trustee LeFevre. Motion approved by roll call vote of those present.*
- 6) **Public Comment**— none.
- 7) **Construction Funding Report** – Trustee McKinnon stated Mrs. Bennett distributed the Construction Funding report. No action taken.
- 8) **Four Rivers Sanitation Authority (Formerly RRWRD) IGA Amendment #2** – Attorney Gaziano discussed the items and documents listed and was given direction by the committee to move forward.
- 9) **Water Tank #1 Equipment Repairs** –Mr. Insko has contacted the vendor and stated the equipment has been ordered and work is being scheduled.
- 10) & 11) **2022 Street Project & Bid Recommendation to the Village Board** - Mr. Insko stated the bid opening was Friday, April 1, 2022. The engineer's opinion was the probable cost was \$209,000 approximately. Mr. Insko reviewed with the committee the bids received from: William Charles bid amount of \$202,092; Shrader \$199,940.10; Martin Company \$196,637; Helm Group \$177,623; and Rock Road \$159,414.80.

He informed the committee that the original scope of the project was to include Stephanie Lane from Westfield Road to Jessica Trail, the Jessica Trail to the southern end and attaching to Greenlee Ave. which is now feasible since the bids were favorable, this would be an additional cost of \$55,298.84 for a total for the project to be \$214,716.34. Mr. Insko recommended to request from the Board a total of \$220,000. He also added that line item 01-42-520 had been budgeted for \$230,000. *Motion to recommend for Board approval of this expanded road project and to award Rock Road in an amount not to exceed \$220,000 in construction costs from account number 01-42-520, and to authorize the Village Attorney to prepare a resolution for the Board meeting made by Trustee Graham, second by Trustee LeFevre. Motion carried by on roll call vote, Trustees Graham & LeFevre – yes, Trustee McKinnon – Abstain.*

- 12) **Silo Communication Agreement for Water Tower Space** – This is a local company which recently purchased into the fiber network that runs past the water tower on Falconer Road and would be a benefit to Willingham Subdivision. Mr. Insko stated that there was no discussion of a lease amount. Mr. Insko requested the village attorney to investigate if an escrow was included in the previous agreements. Attorney Gaziano and Mr. Insko will continue to look further into the escrow matter.

- 13) **Ratification of Village participation with Winnebago County Highway Department Asset Inventory Project (Axim Geospacial Asset Inventory ROM).** – Mr. Insko was contacted by Winnebago County Highway Department to participate in this inventory project. This is a grant project funded 80% by IDOT and cost to the Village would be \$4,600, but a total of \$20,000 of work could be completed as the result of participating should this grant materialize. *Motion to recommend to the Board ratification of the participation in the project if the grant is approved an amount not to exceed \$5,000, with 50% coming from accounts 01-42-514 (Street Maintenance), and 50% of the cost to come from 51-44-542 (O&M Water Upgrades), was made by Trustee Graham, second by Trustee LeFevre. Motion passed on unanimous roll call vote.*
- 14) **Memorial Garden Gate** — There had been a request of an access gate to the garden be installed to allow for the maintenance of the garden. A quote of \$850 from Dach Fence had been obtained previously and no action was taken on that at the time. This will be deferred to Community Development for further discussion.
- 15) **Discussion and approval of lighted diamond scoreboard** – Mr. Insko stated there is potential increased use of the park for this year. The scoreboard sustained hail damage and he has had several discussions with the insurance carrier on this. He informed the committee the ‘worst case’ scenario cost to replace the scoreboard is \$14,200. He is working with the claims adjuster and will pursue insurance. *Motion to recommend Board approval of the installing a new scoreboard and labor not to exceed \$14,500, made by Trustee Graham. Trustee McKinnon asked for a line-item reference for this expense. Recommendation is funding would come from the insurance claim fund. Any short fall recommended to be covered by Community Projects and/or Community Development Project Funds. Motion carried on a unanimous roll call vote.* Discussion following the motion it was stated by Trustee McKinnon that it is the right thing to do, and whether or not insurance supplements the costs. Mr. Insko stated that there remains approximately \$150,000 in the insurance claim funds.
- 16) **Tree removal 310 N. Pecatonica Street** – It is a very large tree in the right of way and will require a crane to remove. Two quotes were obtained, one at \$6,000 and the other \$4,500. Olson Tree has done much tree work in the village. *Motion to recommend to the Board to approve up to \$4,500 for the removal of the tree at 310 N. Pecatonica due to its size and nuisance ordinance and risk to the community to be paid from account number 01-42-535. Motion carried on roll call vote. Motion carried on roll call vote.*
- 17) **Capital Equipment Spending** – Truck Purchase – No update.
- 18) **DCEO Grant** – Still open. Attempting other grant opportunities.
- 19) **Highlands Development** – No Update
- 20) **Four Rivers Sanitation District (Formerly RRWRD) Projects/Activity** – This is the year for the high-pressure jet cleaning of the sanitary sewer and vectors, and inspections which is completed every five years. They will be doing the entire village.
- 21) **Water System Upgrade – water meters** – Mr. Insko stated the supply chain has been a steady flow. Mr. Insko reported they will be caught up with last year’s projected installations of 400 meters installed by the end of April. A line-item transfers were made.
- 22) **Sidewalk/Driveway Permitting** – Mr. Insko will continue to keep this on the priority list.
- 23) **Recognition of Eagle Scout Projects 2022 of the Winnebago Troop 705** – Recognition of the project at Winnebago Cemetery done by JJ Huggins where he had documented the timeline of the headstones and who won the District Eagle Scout Project of the Year of the Blackhawk Council for his work in our area. Owen Bucey’s Eagle Scout Project was the handicapped accessible restrooms at the Town Hall Building (Historical Society location) on Benton Street, as well as the bench completed by Daniel Snyder-Blakely.

- 24) **Salt Purchase** – No discussion
- 25) **Hail Damage/Repair** – No discussion.
- 26) **Street Maintenance/crack filling** – No discussion
- 27) **WINGIS** – No discussion
- 28) **Retention Pond Issues** - No discussion
- 29) **Budget issues** – No discussion
- 30) **Employee Input** – No discussion
- 31) **New Business** – No discussion
- 32) **Prioritized List of Village Attorney projects** – No discussion
- 33) **Capital Equipment/Sinking Fund** – No discussion
- 34) **Downtown Parking/Overnight/Tenant Parking** – No discussion.
- 35) **Tree removal in Right of Way, Pecatonica St.** – No discussion.
- 36) **Trail Head** – No discussion.
- 37) **Part time/seasonal help** – No discussion.
- 38) **IGA Between Village of Winnebago and Winnebago Township** - No discussion
- 39) **Deeding of Willingham Subdivision Property from Midwest Ground to Winnebago Park District** – No discussion
- 40) **Downtown business snow removal plan** – No discussion
- 41) **Executive Session** – None
- 42) **Next Meetings** – Next Public Works Meeting, May 5, 2022, 5:00 PM.
- 43) **Adjournment** – *Motion to adjourn meeting by Trustee Graham. Second of motion by Trustee LeFevre. Motion carried by roll call vote of those present. Meeting adjourned at 6:51PM*

Respectfully Submitted

Michael R. McKinnon, Public Works Chair
Prepared by recording of meeting: Approved 05/05/2022

Kellie Symonds,
Deputy Clerk