

Public Works Committee Meeting

Trustees Present: Trustee McKinnon, and Trustee LeFevre were present at the Village Hall. Trustee Graham was unable to be present.

Guest attending in person: Chad Insko (Director of Public Works), Mary Gaziano (Village Attorney)

1. **Meeting Called to Order** - The properly posted meeting was called to order at 5:01 PM and was conducted in person and by Tele/Video Conference via GoToMeeting as allowed by the governor's extended executive order.
2. **Disclosure of any Conflict of Interest** – No conflict of interest was noted.
3. **Changes to the Agenda** – No changes to the agenda.
4. **Approval of Agenda** – Motion to approve agenda by Trustee LeFevre, seconded by Trustee McKinnon. Motion approved on a roll call vote of those present.
5. **Approval of Public Works Minutes from May 5, 2022** – Motion to approve minutes by Trustee LeFevre, seconded by Trustee McKinnon. Motion approved by roll call vote of those present.
6. **Public Comment** – None
7. **Construction Funding Report** – Trustee McKinnon stated the funding report was not provided for the meeting.
8. **2022 Street Project** – Mr. Insko updated the committee on the street project, which was scheduled to be completed on May 31, 2022, but due to rain it was delayed and should be concluded June 01, 2022 as long as there are no issues. Mr. Insko added that there were a couple of manholes that needed repairs and were completed by Four Rivers Sanitary Authority at no cost to the Village. He also noted that in the area of 819 Gregory Way a spring had surfaced. The area was approximately 12x20 and about 9 feet deep, and after ruling out a water main or sewer main leak it was filled with aggregate and road stone prior to patching with asphalt, which was completed by Rock Road and would be included in the pay request.
9. **Four Rivers Sanitation District (FRSD, Formerly RRWRD) IGA Amendment #2** – Attorney Gaziano informed the committee that she is expecting it to be finalized by Friday and should be able to have it wrapped up in time for the June 13, 2022 Board meeting.
10. **Water Tank #1 Equipment Repairs** –Mr. Insko stated that the equipment is in the possession of the contractor. Most likely they will provide a 48-hour notice when they begin the work.
11. **Water Tower Washing.**
12. **Engineering for Potential Water Main Project-** Mr. Insko brought to committee approval the proposal for the Water Main Project consisting of IEPA Permit, engineering, acquisition of

easement. The engineering will be coordinated by Fehr-Graham at a cost of \$19,500. The scope of work includes connecting the South Church and South Goodling dead ends. There have been complaints of low pressure and volume in this area. The project would include 400 feet of 6" water main looping the two dead ends, as well as replace aged hydrants. This would be with Village labor, and the materials cost would be \$40,000. This is in the budget in Water Project Fund. Attorney Gaziano will research the utility easement and right to enter and will coordinate with Fehr Graham. Motion for approval for engineering to research the easement, as well as apply for the IEPA permit for installation of the main at a cost not to exceed \$19,500 was made by Trustee LeFevre, seconded by Trustee McKinnon. Motion carried on a roll call vote of those present. Mr. Insko provided the account number for the engineering cost #51-44-532.

13. **Sidewalk/Driveway Permitting** – Attorney Gaziano is still working on the sidewalk and driveway permitting.
14. **Highlands Development – Open Items** – Trustee McKinnon will get with President Eubank in early July.
15. **Four Rivers Sanitation District (RRWRD) Project/Activity** –Attorney Gaziano confirmed with Mr. Insko that the remaining item is the road improvement to Winnebago Street. Mr. Insko added that FRSA will be completing all sewer main line high pressure jetting as well.
16. **Water System Upgrade – water meters** – The back log has been caught up; the office has been getting appointments scheduled. The word is now spreading regarding the app which allows real-time consumption information to those with the new meters.
17. **Eagle Scout Bench Project at Falconer Road & Bike Path** – Trustee McKinnon stated that he has not had opportunity to discuss with President Eubank.
18. **Gill's Contract – regarding diesel fuel price increase** - Attorney Gaziano will review Gill's agreement and whether the temporary surcharge can be collected from residents.
19. **Memorial Park Garden Gate** – Mr. Insko reported that a portion of the fence was removed to create access to the garden. This is now complete.
20. **Lighted Diamond – Scoreboard Replacement** – The scoreboard project has been completed. Mr. Insko added that the total cost of the project was less than \$6,000. The budgeted amount was \$14,000.
21. **Tree removal in the Right-of-Way** – All committed tree removals has been completed.
22. **Street Maintenance/Crack Filing** – Mr. Insko requested approval of the cost to do the chip sealing for a one-mile section of McNair Road east of Westfield and a half-mile section of Falconer Rd from McNair South to Village limits at the Prairie Path at a cost not to exceed

\$30,000 from line-item number 01-42-514. Motion was made by Trustee LeFevre, second by Trustee McKinnon. Motion carried on the roll call vote of those present.

23. **DCEO Grant** – Mr. Insko stated it is the same update as previous and is still in progress.
24. **Capital Equipment Spending – Truck Purchases** – Mr. Insko said it is still hard to get trucks. The build out of the truck by August.
25. **Hail Damage/Repairs/Public Works Buildings**
26. **Winnebago County – Axim Geospatial Asset Inventory** – No update
27. **WINGIS** – No discussion
28. **Retention Pond Issues** – No discussion
29. **Salt Purchase** – No discussion
30. **Budget Issues** – No Discussion
31. **Employee Input** – Admin team presented to department heads the need for assistants to work on back log. Mr. Insko will meet with Treasurer to discuss the financial aspect. He was not in favor of the proposal. Trustee McKinnon stated that more information is needed to understand the need.
32. **New Business** – No discussion
33. **Prioritized list of Village Attorney Projects** – Attorney Gaziano will continue with the FRSA projects, as well as the sidewalk replacement program. Review Gill's agreement regarding the diesel surcharge.
34. **Capital Equipment/Sinking Fund** - No discussion
35. **Downtown Parking/Overnight/Tenant Parking** – No discussion
36. **Trail Head** – No discussion
37. **Part Time/Seasonal Help** – No discussion
38. **Discuss IGA Between Village of Winnebago and Winnebago Township** – No discussion
39. **Deeding of Willingham Subdivision Property from First Midwest Group to Winnebago Park District** – No discussion

40. **Downtown Business Snow Removal Plan** – No discussion

41. **Executive Session** – None needed

42. **Next Meeting** - Wednesday, June 29, 2022 at 4:00 PM

43. **Adjournment** – Motion to adjourn at 5:38 PM by Trustee LeFevre, seconded by Trustee McKinnon. Motion carried on a unanimous roll call vote of those present.

Respectfully Submitted by,

Michael McKinnon,
APPROVED: 07/27/2022

Prepared by recorded meeting,
Kellie Symonds,
Deputy Clerk.