

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved July 13, 2017

MINUTES

INFRASTRUCTURE COMMITTEE

June 1, 2017 7:00 P.M.

1. Call to Order, Roll Call, and Establishment of a Quorum. Director of Public Works Robert Flatter called the meeting to order at 7:00 P.M. Roll call found Aldermen James Beifuss, Heather Brown, Sandra Dimas, George Garcia, Alton Hallett, Noreen Ligino-Kubinski, and John Smith present.

Staff present included Director of Public Works Robert Flatter, City Administrator Michael Guttman, Director of Administrative Services Linda Martin, Water Treatment Plant Superintendent Joseph Munder, and Executive Secretary Ashley Cunningham. Also in attendance was Alderman Michael Ferguson.

2. Selection of Chairman and Vice-Chairman. Alderman Smith nominated Alderman Beifuss as the Chairman of the Infrastructure Committee, seconded by Alderman Dimas, and roll call found the vote unanimous for approval. Alderman Beifuss nominated Alderman Smith as the Vice-Chairman of the Infrastructure Committee, seconded by Alderman Hallett, and the vote was unanimous for approval.

3. Approval of Minutes

A. Infrastructure Committee Minutes of May 4, 2017. Alderman Hallett made a motion, seconded by Alderman Smith to approve the Meeting Minutes of May 4, 2017.

Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, Ligino-Kubinski, and Smith. Voting Nay: 0.

4. Public Participation / Presentations.

Alderman Ferguson wanted to call attention to the crumbling pavement on Sherman Street between Ann Street and Brown Street. Mr. Flatter indicated that this location can be made a priority in 2018 if that is the direction of the Infrastructure Committee, and the Street Division will fill potholes there in the meantime. He also believes it will receive some Community Development Block Grant funding for 2018. Given the amount of time it takes to assemble plans and obtain bids, it would be very difficult to get Sherman Street resurfaced in 2017. Alderman Beifuss requested that some cost estimates be provided at the July Infrastructure Committee meeting.

5. Items for Consent. Alderman Garcia requested discussion on Consent Item B. **Alderman Dimas made a motion, seconded by Alderman Smith to approve:**

- A. Resolution No. 17-R-0034 – Contract Award – 2017 Meadow Wood Subdivision Resurfacing Project**
- C. Purchase of Rock Salt from The Detroit Salt Company, LLC, Detroit, Michigan, for the 2017-2018 Winter Season**

Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, Ligino-Kubinski, and Smith. Voting Nay: 0.

6. Items for Discussion. Items for discussion include Consent Item 5.B.

5.B. Resolution No. 17-R-0035 – Contract Award – Strand Associates, Inc. for Engineering Design Services Related to the 2017 West Chicago City Hall Main Entrance Modifications Project. Mr. Guttman detailed the safety concerns regarding the current entryway to City Hall. Given the current design there is no secure way for City employees to enter or exit the building without using a public entrance. Police Chief Uplegger and his staff conducted a security assessment of City Hall. They recommended an alternative route for employees in case an emergency should arise. Mr. Guttman explained that one component of this proposed redesign would be to relocate the main entrance right across from City Council chambers. The second component would be to rotate the Administrative Services counter so it is perpendicular to the hallway. The current main entrance of the building will then be used as an emergency exit for employees. Presently, the Administrative Services front desk is so close to the main entrance that it leaves employees very little reaction time should a disgruntled customer come into the building. By turning the front desk to face north and down the hallway, entrants would have a farther way to go to get to the department and staff would have more time to react in an emergency. Ms. Martin expressed concerns for her staff's safety as well and believes these modifications to City Hall are important security improvements. Mr. Guttman acknowledged that there are long-term plans to rebuild City Hall, but there is no definitive timeline. Doing so would be costly and would likely require a property tax increase at some point in the future. However, the security threats possible at City Hall are an issue right now. Alderman Ligino-Kubinski believes staff safety is the priority and expressed strong support for the plans. She also inquired about the use of security cameras. Mr. Guttman explained that Ms. Martin and her staff have spearheaded efforts to replace cameras in the parking lot as well as add new cameras in the front hallway. Mr. Flatter explained that Option 2 prepared by Strand Associates, Inc. was the preferred plan in order to create a glass-enclosed exterior vestibule with the benefit of not restricting the existing hallway space. The Infrastructure Committee concurred that Option 2 was the preferred course of action. **Alderman Smith made a motion, seconded by Alderman Dimas, and roll call found the vote unanimous for approval.**

6.A. Reschedule July Infrastructure Committee Meeting to July 13, 2017. Mr. Flatter explained that he would be on vacation that week, and he anticipates having some presentations on sanitary sewer evaluation studies as well as other items to present to the Infrastructure Committee. **Committee agreed unanimously to reschedule the meeting to July 13, 2107.**

Voting Yea: Aldermen Beifuss, Brown, Dimas, Garcia, Hallett, Ligino-Kubinski, and Smith. Voting Nay: 0.

7. Unfinished Business.

- A. Mr. Flatter provided a cost comparison of pavement rehabilitation vs. reconstruction as was requested at the previous Infrastructure Committee meeting.
- B. Mr. Flatter clarified the status of the proposed Ordinance regarding small cell antenna that was discussed during the June 2017 Infrastructure Committee meeting. The Senate passed Bill 1451 regarding small cell antenna at the end of May 2017, but it was later tabled in the House. That Bill is expected to be passed soon in some form or another and would likely render the City's proposed Ordinance moot, which was why it was not brought back before the Committee. Three questions were brought up by the Committee on May 4, 2017, which Mr. Flatter wanted to discuss:
 - 1) **Can these small cell sites be prohibited on property adjacent to schools?** Yes, but any telecommunication provider would have the ability to ask for a variance.
 - 2) **Can the City impose a monthly or annual fee for each small cell site installed in the City right-of-way or on City property?** The City can charge telecommunication providers to use City property, but not the right-of-way; the City can charge *non-*telecommunication providers to use the right-of-way.
 - 3) **Can the City limit the total number of small cell site installations to be allowed in the City (first come, first serve situation) similar to a liquor license?** Yes, but only if there is a sound, health, and safety basis for doing so; aesthetics cannot be a reason for the limitation.

The Committee expressed continued concern regarding small cell antenna and suggested sending an official letter from the City to the legislators that outlines the issues and concerns at hand that should be considered on a local basis.

8. New Business.

A. **Resolution No. 17-R-0036 – Layne Christensen Company – Approval of Contract for Professional Services Related to the Necessary Repairs of the Well Assembly at the City's Well Station No. 9.** Mr. Flatter explained that one of the biggest wells the City uses on a daily basis is Well Station No. 9, and on May 15, 2017, it shut down unexpectedly. Electricians were enlisted to inspect the electrical components, but it is believed that the motor has failed. The motor is almost 900 feet underground, however, and it cannot be confirmed that it is the cause until it is removed and inspected. It takes thirteen weeks to receive a newly ordered motor, but it is important to get Well No. 9 up and running much sooner than that. The City just recently received a new motor for Well No. 12, which is identical to that needed for

Well No. 9, so staff is proposing this new motor be used at Well No. 9 instead. Then a new motor could be ordered for Well No. 12. Staff has budgeted \$250,000.00 for well inspections and rehabilitations at Well No. 7, which would be postponed until fiscal year 2018 so this funding could be used to repair Well No. 9 now. **Alderman Smith made a motion, seconded by Alderman Ligino-Kubinski, and roll call found the vote unanimous for approval.**

B. Alderman Dimas inquired about the City's tree trimming plan, as she has noticed some low-lying branches in her neighborhood. Mr. Flatter explained that parkway trees were contractually trimmed over the winter months when everything is dormant. Trimming during the summer makes the trees more susceptible to infection and insects. During summer months City staff will trim the most crucial branches as needed, but it is preferred to trim trees in the winter. Staff has been instructed to trim Willow Creek Subdivision now, but only low hanging branches.

9. Reports from Staff. None.

10. Adjournment. At 8:04 P.M., Alderman Hallett made a motion to adjourn, seconded by Alderman Dimas. Motion was unanimously approved by voice vote.

Respectfully submitted,

Ashley Cunningham
Executive Secretary of Public Works