

Approved February 1, 2018

MINUTES

INFRASTRUCTURE COMMITTEE

January 4, 2018 7:00 P.M.

1. **Call to Order, Roll Call, and Establishment of a Quorum.** Chairman Beifuss called the meeting to order at 7:00 P.M. Roll call found Aldermen James Beifuss, Heather Brown, Sandra Dimas, and Alton Hallett present. Aldermen George Garcia and Noreen Ligino-Kubinski were absent.

Staff present included Director of Public Works Robert Flatter and Administrative Assistant Ashley Cunningham. Also present was Joseph Kramer of Kramer Tree Specialists, Inc.

2. **Approval of Minutes**

A. **Infrastructure Committee Minutes of December 7, 2017.** Alderman Brown made a motion, seconded by Alderman Dimas to approve the Meeting Minutes of December 7, 2017.

Voting Yea: Aldermen Beifuss, Brown, Dimas, and Hallett. Voting Nay: 0.

3. **Public Participation / Presentations.** None.

4. **Items for Consent.** Alderman Dimas made a motion, seconded by Alderman Brown to approve:

A. **Resolution No. 18-R-0001– Contract Award – 2018 Forestry Maintenance Program**

Roll call found the vote unanimous for approval. Voting Yea: Aldermen Beifuss, Brown, Dimas, and Hallett. Voting Nay: 0.

5. **Items for Discussion.** None.

6. **Unfinished Business.**

A. **2018 Brush Collection Program.** At the December 2017 Infrastructure Committee Meeting, staff was instructed to obtain pricing from Kramer Tree Specialists, Inc. for the 2018 Brush Collection Program; nothing has been formally submitted in writing, but as a follow up, staff shared the following information with Committee. A list of annual brush

collection revenues was presented as requested previously, showing fiscal year 2014-2016 actual revenues collected, which averaged \$77,652.00, and estimated revenue of \$76,600.00 for fiscal year 2017. A copy of the fiscal year 2018 Public Works – Forestry budget was presented showing that \$80,000.00 was budgeted for the 2018 Brush Collection Program, \$88,000.00 for 2019, and \$96,800.00 for 2020. A copy of the 2015 Monthly Brush Collection Program Bid Tab was also shared with Committee. Kramer Tree Specialists originally proposed \$87,500.00 for 2018, and Mr. Flatter suggested they reevaluate their number considering what has been budgeted for 2018 and revenues collected from prior years' programs. Kramer Tree Specialists provided the following prices in response: \$84,000.00 for 2018; \$88,200.00 for 2019; and \$92,400.00 for 2020. Staff's position remains the same that Kramer Tree Specialists is the most suitable contractor for the Brush Collection Program. Although pricing for 2018 is higher than what has been budgeted, the total proposal for the three years combined is almost equal to what has been budgeted/estimated for 2018-2020. Alderman Hallett inquired about the \$5,000.00 increase for 2018 compared to the cost for 2017. Mr. Kramer explained that the 2017 pricing was provided in 2015 as part of a three year bid proposal. Current pricing for 2018 is based on knowing the exact cost for 2017 after completing the program whereas the previous years were proposed in advance and exact costs were unknown. Alderman Dimas inquired if the amount of brush collection has increased since the last bid three years ago, asking if the number of homes have increased. Mr. Flatter explained that the buying and selling of homes has likely been the cause of revenue fluctuations over the years. The fees paid by each residence have remained the same for many years, but that has been due to the fact that greater revenues were coming in than what it cost for the program to operate. Alderman Beifuss pointed out that the projected cost of the brush collection program as shown in the FY2018 budget document exceeds the annual revenues collected and asked where Mr. Flatter expected to get the additional revenue to accommodate the projected budget increase. Mr. Flatter further explained that the Brush Collection Program has always been self-sustaining and a change in brush collection fees would need to be discussed by the Finance Committee and City Council once a cost increase was known for certain. Excess funds in the Public Works – Forestry budget, possibly "Other Contractual Services" category, could be used to cover the difference in brush collection costs for 2018 if necessary. Money budgeted under "Other Contractual Services" is used for emergency tree removals throughout the year. Mr. Flatter noted that Kramer Tree Specialists understands what is involved with the City's brush collection program and the City's expectations, and has an advantage of being a local business as well. In the past, outside contractors have tried to chip the brush as they go through their routes, and they run into time constraints and other issues; Kramer has its yard in town with sufficient storage space so collection goes smoothly without the need to chip brush in the street which helps collection proceed in a timely manner. The Committee discussed the proposal offered by Kramer Tree Specialists, acknowledging concern that costs proposed for 2018 exceeded the City's budget. Alderman Dimas asked staff to assemble a program history to help show historical annual bids and cost increases. The Committee concurred that they would like to discuss the 2018 Brush Collection Program further during the February meeting and would entertain a revised proposal from Kramer Tree Specialists should Mr. Kramer feel it appropriate to submit one.

7. New Business. None.

8. Reports from Staff.

A. In House Traffic Study for Intersection at Wilson and Joliet Streets.

Alderman Garcia expressed some safety concerns regarding the intersection of Wilson and Joliet Streets. This intersection was newly reconstructed in 2015, and the box culvert was replaced. City staff and Thomas Engineering Group staff members completed an analysis of the intersection and provided responses to Alderman Garcia's concerns. As the streets are currently striped and with some of the obstructions in the area, if a driver was to stop at the stop bars on Wilson Street legally, their line of sight is obstructed. To resolve this, the stop sign and stop bar on the east side of Joliet for westbound Wilson Street will be relocated approximately 25 feet to the west. Additionally, the stop sign and stop bar on the west side of Joliet for eastbound Wilson Street will be relocated approximately 30 feet to the east to improve visibility. Alderman Garcia previously noted that the foliage on the east side of Joliet and Wilson protrudes toward the roadway; City staff will periodically trim back any new growth to help maintain an acceptable line of sight. Due to financial and geographic constraints, some of Mr. Garcia's concerns may not be resolved such as adding a turn lane for the southbound Joliet Street traffic to turn east onto Wilson Street. The West Chicago Police Department will increase patrol and enforcement on Joliet Street to combat the frequency of semi-truck traffic, despite the presence of a clearly marked "5-Ton Weight Limit" sign. Although Alderman Garcia also referenced that "there are no crosswalk safety zones marked for pedestrians," given the fact that there are no sidewalks at the intersection, staff would not recommend the installation of crosswalks there. Committee concurred with the findings and recommendations outlined in the traffic study.

9. Adjournment. At 7:53 P.M., Alderman Dimas made a motion to adjourn, seconded by Alderman Hallett. Motion was unanimously approved by voice vote.

Respectfully submitted,

Ashley Cunningham
Administrative Assistant of Public Works