

**PUBLIC WORKS COMMITTEE MEETING  
TUESDAY, FEBRUARY 20, 2024 – 5:30 P.M.  
CITY HALL – UPSTAIRS CONFERENCE ROOM  
MINUTES**

**I. ROLL CALL/CALL TO ORDER**

Chairman Goshgarian called the meeting to order at 5:30 P.M. Aldermen Eileen Looby Weber and Ted Notz were in attendance.

Staff attending the meeting included Michael Thomas, Director of Public Works; Dan Martin, Superintendent of Public Works; Byron Kutz, Superintendent of Engineering; Chuck Myers, Superintendent of Parks & Forestry, and Jim Lockefer, Assistant Director of Public Works.

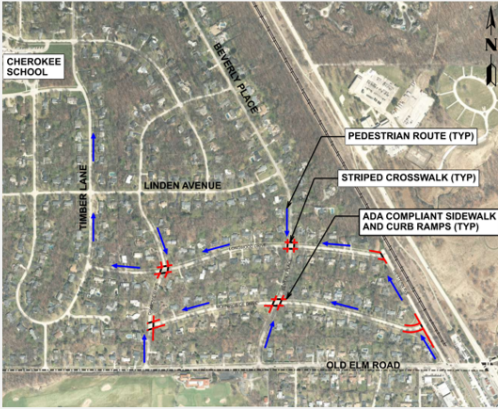
**II. NEW BUSINESS / ACTION ITEMS**

**1. APPROVAL OF THE FEBRUARY 5, 2024, PUBLIC WORKS COMMITTEE MEETING MINUTES**

Alderman Weber moved to approve the February 5, 2024, Public Works Committee meeting minutes. Alderman Notz seconded the motion, which carried unanimously.

**2. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL AWARD OF ENGINEERING DESIGN SERVICES FOR THE WHISPERING OAKS “SAFE ROUTES TO SCHOOL” SIDEWALK CONNECTIVITY PROJECT – BYRON KUTZ**

Superintendent Kutz reviewed the below summary presentation slides on the topic.

| <b>SAFE ROUTES TO SCHOOL<br/>PHASE II DESIGN ENGINEERING SERVICES</b>   |   |
|---|---|
| <ul style="list-style-type: none"><li>Whispering Oaks Subdivision (south of Cherokee School)- mainline sidewalks but no ADA ramps or crosswalks</li><li>City received a Safe Routes to School (SRTS) on April 28, 2022 for \$140,000<ul style="list-style-type: none"><li>All phases shall be obligated within four years of award</li></ul></li><li>Project will include addition of ADA ramps and associated crosswalks at 6 intersections</li><li>Staff performed Phase I design and received Phase I Design Approval July 14, 2023</li><li>IDOT design is very time-intensive to navigate</li><li>Scope includes project design and specifications, preliminary and final cost estimates, and development of construction documents</li></ul> |  |

## SAFE ROUTES TO SCHOOL PHASE II DESIGN ENGINEERING SERVICES



- Staff initiated RFP process; one proposal received

| Consultant Firm                         | Proposal Amount    |
|---|--------------------|
| <b>Gewalt Hamilton Associates, Inc.</b> | <b>\$42,276.00</b> |

- Gewalt Hamilton Associates has worked in the City on past projects to staff satisfaction
- FY2024 Budget: \$55,000
- Proposal includes allowance of \$5,000 in case Phase I design needs to be revisited
- Targeting construction Summer 2025
- **Action requested: PW Committee recommends City Council Award Design Engineering Services for the Safe Routes to School Project to Gewalt Hamilton Associates, Inc., and Authorize the City Manager to Execute an Agreement in the Amount of \$42,276 to Include a Contingency in the Amount of \$2,724 for a Total Cost of \$45,000**

The Committee and City staff discussed the grant funding that is supporting the project and completing designs in-house versus contracting out.

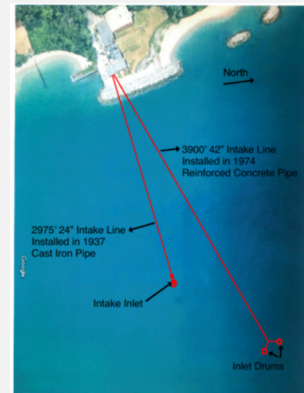
Alderman Notz moved to recommend to City Council award design engineering services for the Safe Routes to School Project to Gewalt Hamilton Associates, Inc., and authorize the City Manager to execute an agreement in the amount of \$42,276 to Include a contingency in the amount of \$2,724 for a total cost of \$45,000. Alderman Weber seconded the motion, which carried unanimously.

### 3. REVIEW AND RECOMMEND APPROVAL TO CITY COUNCIL APPROVAL OF AN AGREEMENT FOR THE WATER PLANT INTAKE CLEANING

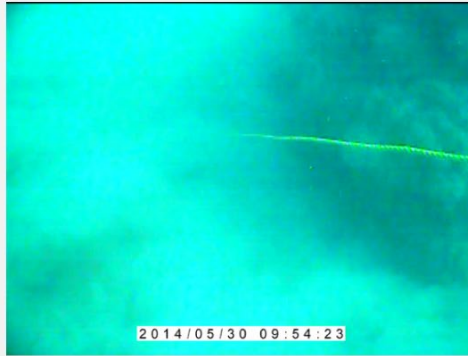
Superintendent Martin reviewed the below summary presentation slides on the topic.

## WATER PLANT INTAKE CLEANING

- FY25 Budget - ~~\$215,000~~ \$225,000 amended
- Process of removing the settled sand and debris from inside the intake pipelines that extend several thousand feet in Lake Michigan
- Cleaning improves plant operations, increases capacity, and saves operating costs by reducing backwash cycles
- In 2014, 2018, and 2021 the City has utilized the sole source services of Northern Divers and their patented cleaning technology
  - Allows the WP to stay in operation with minimal shut down times, can be done without removing the chemical feed system, and no permit is required from the IDNR
  - Prior to 2014, the cleaning process was far more labor intensive; required the plant to be shutdown, pulling all the debris into the plant's intake well, and the zebra mussel treatment lines to be removed and replaced



## WATER PLANT INTAKE CLEANING



## WATER PLANT INTAKE CLEANING

- Northern Divers has submitted a proposed agreement to complete this project for \$225,000
- Staff recommends PW Committee approval to the City Council waiver of the bid process and award of bid to Northern Divers in the amount of \$225,000



The Committee and City staff discussed project timing, the frequency intake cleaning occurs, project funding, the design of the intake inlet that prevents debris from entering the intake pipe, and the benefits of completing this work.

Alderman Weber moved to recommend to City Council waiver of the bid process and award of bid to Northern Divers in the amount of \$225,000. Alderman Notz seconded the motion, which carried unanimously.

#### 4. **DEERPATH COMMUNITY PARK PROJECT UPDATE**

Superintendent Myers provided the Committee with a construction update and shared the below slide.



## DEERPATH COMMUNITY PARK PROJECT UPDATE



### III. **FY '25 CIP PROJECT SCHEDULE**

There were no discussions had on this agenda item.

### IV. **PUBLIC COMMENT**

There was no Public Comment.

### V. **NEXT MEETING – MARCH 4, 2024**

Director Thomas explained that he will follow up with the Committee via email to schedule the next meeting.

### VI. **ADJOURNMENT**

Alderman Weber moved to adjourn the meeting of the Public Works Committee at 6:08 P.M. Alderman Notz seconded the motion, which carried unanimously.

Respectfully submitted,

Jim Lockefeer Jr.  
Assistant Director of Public Works