

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE
July 22, 2013**

PRESENT: Joseph Marchese – Chairperson, Alderman Joerg Seifert, Alderman Tina Beilke, Dan Gombac – Director, Michael Coren – Treasurer

ABSENT: Michael Griffith, Senior Planner

ESTABLISH QUORUM

Chairperson Marchese called the meeting to order at 6:30 p.m. at the City Hall – City Council Chambers, Darien, Illinois and declared a quorum present.

NEW BUSINESS

- A. Resolution – Accepting a proposal from Backflow Solutions Inc., (BSI) to establish and maintain a potable water backflow device program from 2013 through 2018 at a pass through cost of \$12.95 per backflow device.**

Mr. Dan Gombac, Director reported that the EPA requires the City to have a waterflow backflow prevention program and ordinance. He stated that the backflow prevention devices are put in place to ensure contaminants from entering into the water system from our residential and commercial water services. Mr. Gombac reported that the City presently relies on the residential and commercial water account holder for having backflow prevention devices tested annually. He further reported that the City does not have the ability to ensure that the tester results are compliant or that the tester's license is up to date. The staff also does not have the resources for the data base management, including the yearly certification follow ups. Mr. Gombac reported that staff is recommending BSI to administer the program for the City of Darien for five years.

Mr. Michael Coren, Treasurer questioned if the fire department is looking at the backflow prevention devices.

Mr. Gombac stated that if the fire department is looking at the backflow prevention devices for compliance the staff is not aware of and they are not documenting or following up with the testers or owners. The responsibility of backflow prevention devices lays with the City to ensure that the backflow device program is properly implemented and enforced.

Alderman Seifert questioned what the survey would be asking.

Mr. Gombac reported that the residential and commercial survey will be different. He reported that the residential will only apply to those with an irrigation system or fire suppression system. The survey will be administered by BSI, reviewed by the City and residents and business owners will have the ability to contact us for additional questions.

There was no one in the audience wishing to present public comment.

Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve A RESOLUTION ACCEPTING A PROPOSAL FROM BACKFLOW SOLUTIONS INC. (BSI) TO ESTABLISH AND MAINTAIN A POTABLE WATER BACKFLOW DEVICE PROGRAM FROM 2013 THROUGH 2018 AT A PASS THROUGH COST OF \$12.95 PER BACKFLOW DEVICE.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

B. Resolution – Authorizing the Mayor to execute a contract with Freehill Asphalt Inc. in an amount not to exceed \$101,250.00 for the 2013 Crack Fill Program.

Mr. Dan Gombac, Director reported that this resolution authorizes an expenditure for routine maintenance treatment to prevent cracks from getting too large and before the freeze-thaw cycles have an opportunity to shift the pavement and develop larger cracks. He reported that this item was over budget and it related to a 5% oil increase. He further reported that the Committee has the opportunity to approve the budgeted amount or the extra with the increase for a total of \$6,775 which the Capital Funds account could absorb. He reported that if the Committee approves the budgeted amount there are roads noted in the agenda memo that will not be done.

Chairperson Marchese stated that he would like to stay within the budgeted amount.

Mr. Coren stated that overall this is positive to spend additional money because it helps prevent redoing the roads.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH FREEHILL ASPHALT INC. IN AN AMOUNT NOT TO EXCEED \$101,250.00 FOR THE 2013 CRACK FILL PROGRAM.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

C. Resolution – Authorizing the Mayor to execute a contract with Pavement Systems Inc. in the amount of \$5,865.40 for the Crack Filling, Sealcoating and Paint Striping for the City of Darien Municipal Complex – 1702 Plainfield Road.

Mr. Dan Gombac, Director reported that this resolution authorizes periodic maintenance to extend the life of the pavement and reduce the likelihood of larger repair issues at the City Hall complex. He reported that staff mailed out 17 invitations for bid and received one bid in the amount of \$5,865.40. Mr. Gombac reported that staff followed up with vendors and that there were various reasons why they did not bid, including work load schedule and prevailing wage requirements.

Mr. Gombac reported that staff will be completing additional base repair work prior to the sealcoating at an additional cost not to exceed \$1,500.00. The overall project will be \$2,500.00 under budget.

There was no one in the audience wishing to present public comment.

Alderman Seifert made a motion, and it was seconded by Alderman Beilke to approve A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A CONTRACT WITH PAVEMENT SYSTEMS INC. IN THE AMOUNT OF \$5,865.40 FOR THE CRACK FILLING, SEAL COATING AND PAINT STRIPING FOR THE CITY OF DARIEN MUNICIPAL COMPLEX – 1702 PLAINFEILD ROAD, DARIEN, IL.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

D. Resolution – Approving an agreement with N. Batistich Architects for the Phase 2 Evaluation of the Heritage Plaza including survey services and preliminary design drawings in an amount not the exceed \$9,600.00.

Mr. Dan Gombac, Director reported that at the July 15, 2013 City Council meeting that the firm of Shive Hattery Architects presented an existing conditions report regarding the Heritage Plaza building. He reported that the existing conditions report cost \$3,250.00 is being allocated from the administration budget contingency account. Mr. Gombac reported that the report acknowledges that the building may be rehabilitated at a cost of approximately 75% of what a new building could be constructed for. The firm did provide a recommendation to demolish the building and construct a new building.

Mr. Gombac reported that Phase 2 would identify the costs associated and provide drawings of the building exterior if it was remodeled or rebuilt. He reported that staff received one additional quote for the Phase 2 evaluation in the amount of \$9,600.00 from N. Batistich Architect. He further reported that staff reached out to The Architects Partnership Group and that they declined to quote due to scheduling.

Mr. Coren questioned if it is more expensive to break it up into two buildings, especially to appease the businesses.

Mr. Gombac reported that he has had a few businesses interested in the area with a drive thru. He stated that this can be accomplished but only by having two separate buildings. The cost of two buildings may be slightly more expensive due to an additional wall although the marketability of two buildings with drive through opportunities may be more attractive.

Mr. Gombac reported that if the City can secure a national account they usually sign for a 20 year lease and an opportunity for income should the City consider owning the property long term.

Chairperson Marchese stated that he would not be in favor of remodeling the current center. He reported that the cost would be 75% of a new building. The issue of building code compliance may be a further concern.

Alderman Beilke stated that this report will only help us if we are the developer.

Alderman Seifert stated that the City needs a baseline in order to move forward.

Alderman Beilke stated that the Phase 2 report is worth it because it can give us some options.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION APPROVING AN AGREEMENT WITH N. BATISTICH ARCHITECTS FOR THE PHASE 2 EVALUATION OF THE HERITAGE PLAZA INCLUDING SURVEY SERVICES AND PRELIMINARY DESIGN DRAWINGS IN AN AMOUNT NOT TO EXCEED \$9,600.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

E. Resolution – Authorizing staff to proceed with the 79th Street and Farmingdale Drainage Project in an amount not to exceed \$106,525.00.

Mr. Dan Gombac, Director reported that this resolution authorizes the replacement of the existing pipe under the roadway of 79th Street and immediately west of Farmingdale Drive. He reported that the existing pipe is deteriorating and is a critical storm water infrastructure component for Sawmill Creek.

Mr. Gombac reported that competitive quotes were requested for the pipe, stone and outsourcing for the pipe and rock installation. The report was referenced as Attachment A within the Agenda Memo.

Alderman Seifert asked if the nearby neighbor has been contacted.

Mr. Gombac reported that the neighbor was notified and that staff would also be contacting the adjacent neighbors.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION AUTHORIZING STAFF TO PROCEED WITH THE 79TH STREET AND FARMINGDALE DRAINAGE PROJECT IN AN AMOUNT NOT TO EXCEED \$106,525.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

F. Resolution – Accepting a proposal from Norwalk Tank Company for the 112 inch x 75 inch Arch Culvert Metal Pipes and Metal Band for the 79th Street and Farmingdale Drainage Project in an amount not to exceed \$14,896.72.

Mr. Dan Gombac, Director reported that this resolution authorizes a proposal for the 112 inch x 75 inch Arch Culvert Metal Pipes and Metal Band for the 79th Street and Farmingdale Drainage Project.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION ACCEPTING A PROPOSAL FROM NORWALK TANK COMPANY NFOR THE 112 INCH X 75 INCH ARCH CULVERT METAL PIPES AND METAL BANDS FOR THE 79TH STREET AND FARMINGDALE DRAINAGE PROJECT IN AN AMOUNT NOT TO EXCEED \$14,896.72.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

G. Resolution – Accepting a proposal from Vulcan Material for Rip Rap No. 5 Stone in an amount not to exceed \$8,460.00.

Mr. Dan Gombac, Director reported that this resolution authorizes a proposal for Rip Rap No. 5 Stone for the 79th Street and Farmingdale Drainage Project.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION ACCEPTING A PROPOSAL FROM VULCAN MATERIAL FOR RIP RAP NO. 5 STONE IN AN AMOUNT NOT TO EXCEED \$8,460.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

H. Resolution – Accepting a proposal from H & R Construction for the removal and replacement of the pipe and installation of the Rip Rap No. 5 Stone in an amount not to exceed \$20,700.00.

Mr. Dan Gombac, Director reported that this resolution authorizes a proposal for the removal and replacement of the pipe and installation of the Rip Rap No. 5 Stone for the 79th Street and Farmingdale Drainage Project.

There was no one in the audience wishing to present public comment.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve A RESOLUTION ACCEPTING A PROPOSAL FROM H & R CONSTRUCTION FOR THE REMOVAL AND REPLACEMENT OF THE PIPE AND INSTALLATION OF THE RIP RAP NO. 5 STONE IN AN AMOUNT NOT TO EXCEED \$20,700.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

I. Minutes – Approval of the June 24, 2013 Municipal Services Committee Regular Meeting Minutes.

Alderman Beilke made a motion, and it was seconded by Alderman Seifert to approve the June 24, 2013 Municipal Services Committee Regular Meeting Minutes.

Upon voice vote, THE MOTION CARRIED UNANIMOUSLY 3-0.

DIRECTOR'S REPORT

Mr. Gombac reported that the City received a federal grant of \$750,000 for the Plainfield and Bailey Road intersection improvement. He reported that the City is responsible for Phase I engineering and at the City's cost of \$80,000.00. He stated that the traffic light at the intersection is proposed, but that staff will hold up on the Phase I engineering recommendation until the County conducts a traffic study to warrant a traffic signal. Pending the study, staff will forward a recommendation as the information is forwarded from the County. It is anticipated that the information will be completed by the County mid-September.

NEXT SCHEDULED MEETING

Chairperson Marchese announced that the next regularly scheduled meeting is scheduled for Monday, August 26, 2013 at 6:30 p.m.

ADJOURNMENT

With no further business before the Committee, Alderman Beilke made a motion and it was seconded by Alderman Seifert to adjourn. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:50 p.m.

RESPECTFULLY SUBMITTED:

Elizabeth Lahey
Secretary

Joseph Marchese
Chairman

Tina Beilke
Alderman

Joerg Seifert
Alderman