

MINUTES
April 19, 2005
City Services Committee
City of Batavia

Chairman Beckman called the meeting to order at 7:30 p.m.

1. ROLL CALL

Members present: Aldermen Beckman, Volk, Frydendall, Vance, and McCarter (7:31 p.m.)

Members absent: Aldermen Frank and Barnard

Also present: Aldermen Wolff, Clark, Wollnik, and Schmitz; Mayor Schielke (7:50 p.m.); Aldermen-elect Sparks and Dietz; Bill McGrath, City Administrator; William Darin, Fire Chief; Dennis Anderson, Police Chief; Noel Basquin, City Engineer; Scott Haines, Street Superintendent (7:42 p.m.); Kathy Montanari, Recording Secretary

2. APPROVAL OF MINUTES

MOTION: To approve the March 1, 2005 City Services Committee minutes

MAKER: Vance

SECOND: Volk

VOICE VOTE: 4 Ayes, 0 Nays, Motion Carried

3. RESOLUTION 05-31-R: 2005 NEW SIDEWALK INSTALLATION

MOTION: To recommend to City Council approval of Resolution 05-31-R, Authorizing Execution of a Contract for the 2005 New Sidewalk Installation Program with A & R Cement, Inc. for \$67,618.50

MAKER: Volk

SECOND: Vance

ROLL CALL:

Ayes: Beckman, McCarter, Volk, Frydendall, and Vance

Nays: None

5 Ayes, 0 Nays, Motion Carried

4. RESOLUTION 05-28-R: INTERGOVERNMENTAL AGREEMENT WITH COLLEGE OF DUPAGE TO CONDUCT FIREFIGHTER APPLICANT TESTING

Darin reviewed his April 14, 2005 memo. Darin explained that the City is required to issue a full-time firefighter eligibility list every two years. In 2003 the Board of Fire and Police Commissioners retained the College of DuPage to conduct testing on applicants and wishes to continue with this arrangement for the 2005 eligibility list. This year, the College will also cover all advertising expenses. Darin recommended approval of the proposed contract.

In response to a question from Nelson, Darin explained that the exact cost of testing will not be known until the process begins. It depends upon the number of applicants and

how many departments they are testing for. The cost was \$4,790 in 2003, which is nearly the same as Batavia's overtime costs to do the testing with City employees.

Vance asked how many applicants were placed on the current list, and Darin said 80 passed through the process. However, applicants are now required to be certified firefighter/paramedics so the number of successful applicants—and associated costs—will be less. In the past, the department had to assume the cost of training new employees, which can be \$9,000-10,000 each. The current list expires on December 1, 2005.

Vance requested clarification of the hiring procedure. Darin explained that the Fire and Police Commission is required by law to select the person who is at the top of the list unless that person does not pass a background investigation. Military points are factored in before the list is finalized.

In response to a question from Frydendall, Darin said once the eligibility list expires, individuals must retest. He then noted there were presently two vacancies, but an administrative decision was made to leave them unfilled until the new list is established. Although this has resulted in additional overtime during 2005, it will save the department a considerable amount in training costs.

MOTION: To recommend to City Council approval of Resolution 05-28-R, Approving Intergovernmental Agreement with College of DuPage to Conduct Firefighter Applicant Testing

MAKER: Volk

SECOND: Vance

ROLL CALL:

Ayes: Beckman, McCarter, Volk, Frydendall, and Vance

Nays: None

5 Ayes, 0 Nays, Motion Carried

5. FARMER'S MARKET

Anderson reviewed his April 13, 2005 memo. He was contacted recently by MainStreet Executive Director Britta McKenna regarding plans to expand the Farmer's Market on South Water Street. The group wishes to use the entire South Water Street block between Wilson and First Streets. Gerry Dempsey, the property owner, discussed the proposal with his tenants and they believe it is workable. Anderson and Chief Darin also wanted to ensure that alley access is available, and McKenna agreed that vendors would not block access and would also leave the center of the street open. Therefore, staff recommends that Batavia MainStreet be permitted to expand the Farmer's Market on Saturday mornings from June 18 through October 8 from 6:30 a.m. to 1:00 p.m.

MOTION: To recommend to City Council approval of the request to close the 0 – 100 block of South Water Street to facilitate the Farmer’s Market on Saturdays from June 18 through October 8

MAKER: Volk

SECOND: Vance

VOICE VOTE: 5 Ayes, 0 Nays, Motion Carried

6. CONSULTING ENGINEERING SERVICES PROPOSALS: FLOOD PLAIN STUDY OF UNNAMED TRIBUTARY OF MILL CREEK

Removed from agenda.

7. APPROVAL TO PURCHASE TRUCK SCALES

Anderson reviewed his April 13, 2005 memo. The Police Department included the purchase of truck scales in the 2005 budget in order to increase efforts on truck enforcement. This is needed to protect City streets from the effects of overweight trucks.

Specifications were distributed to nine vendors and two bids were opened on March 16. Abacus Scale Company of Chicago submitted the low bid of \$13,325.00 for four scales. References of both bidders were checked and found to be satisfactory. Staff recommends awarding the bid to Abacus Scale Company.

Vance requested an overview of truck enforcement process. Officer Tim O’Brien of the Batavia Police Department explained that officers patrol for overweight trucks on any street within the city limits. They are trained to spot visual clues such as tire suspensions, type of load, etc. Currently, if a truck is suspected of being overweight, it must be directed to scales at Aldi or Fermilab. This process can take almost an hour to complete when trucks are stopped on the west side of town. The department issued 30 overweight truck violations last year. There is a 2,000 pound overweight enforcement tolerance.

O’Brien explained that the truck scales are portable and will probably be kept in the trunks of squad cars. They can be used on a flat, level surface. The department previously used portable scales on a trial basis and found them to be convenient. He said a traffic lane may be shut down to weigh a truck suspected of being overweight. Trucks drive over the scale and each tire is weighed separately. The scales calculate weight in 50-pound increments. Maximum weight that can be carried on any roadway is 80,000 pounds.

Beckman asked how the department handles trucks that weigh in at the limit. O’Brien said a 2,000 pound enforcement tolerance is given because trucks can weigh in slightly different depending on the road.

Noble asked about calibration procedures. O'Brien said scales are tested once a year by the Department of Agriculture. The first year of calibration is included in the bid price. Subsequent calibration certifications will be about \$1,000-1,200 per year.

O'Brien noted that the City receives approximately 80% of the fine money. Anderson said overweight truck fines in March totaled \$26,462.

Vance asked if officers are typically correct when they stop a suspected overweight truck. O'Brien said although weight is a substantial part of truck enforcement, it also covers other issues such as unsafe loads or bad brakes.

Noble asked whether fines were usually paid or contested in court. O'Brien said he was unsure of the statistics, since he had not yet had a court case on that type of violation.

McGrath pointed out that most truckers were quite aware of overweight truck issues. The portable scales will result in less inconvenience to truckers in the event they are not in violation.

Schmitz asked if truckers receive receipts from the tollway weigh stations that could be presented to officers, and O'Brien said full receipts are not given unless a citation is written.

O'Brien explained that officers usually do not allow overweight trucks to move until their loads are reduced to legal limits.

Anderson noted that of the 42 suspected overweight trucks stopped last month, only six warnings were issued, indicating the trucks were not a sufficient weight for a citation.

Wolff asked if trucks on Randall or Kirk Roads could be weighed in a parking lot, if possible, for safety and traffic reasons. O'Brien explained that parking lots are not designed to carry as much weight as highways, and the City must be careful not to damage private parking lots. However, there are several areas in town where trucks can be safely weighed.

Schmitz asked how long it will would take to weigh trucks using the new portable scales, and O'Brien said it can be done in about 15 minutes.

MOTION: To recommend to City Council awarding the bid for 4 Intercomp LP600 portable scales to Abacus Scale Company of Chicago, Illinois, for \$13,325.00

MAKER: Volk

SECOND: Vance

ROLL CALL:

Ayes: Beckman, McCarter, Volk, Frydendall, and Vance

Nays: None

5 Ayes, 0 Nays, Motion Carried

8. TRAFFIC STUDY: WESTERN AVENUE AT THORSEN LANE/NAVAJO DRIVE

Anderson reviewed his April 14 2005 memo. Last month the City Services Committee requested a traffic study on Western Avenue at Thorsen Lane/Navajo Drive to determine the feasibility of installing all-way stop signs. Counts were done only on Western Avenue, but Anderson believed enough information was available to decide if the request was justified.

The recently approved Stop Sign Manual does not apply in this case, since Western Avenue is classified as an arterial street. The Manual on Uniform Traffic Control Devices (MUTCD) must be used in any determinations. Anderson then reviewed those guidelines, as outlined in his memo, and stated the intersection did not meet all criteria. Anderson spoke with adjacent residents and neither felt a four-way stop sign was necessary at the intersection. Anderson said although traffic may increase because of Fabyan Parkway improvements, Western Avenue was designed as an arterial to carry that traffic. Therefore, staff recommends against installation of four-way stop signs at Western Avenue and Thorsen Lane/Navajo Drive.

Noble advised that a motion was not required, since no changes were being proposed.

Volk commended the efforts of the Police and Engineering Departments in obtaining the necessary data. However, the data does not support installation of stop signs.

9. FOX VALLEY INDUSTRIAL PARK: ROAD ACCEPTANCE

Basquin reviewed his April 11, 2005 memo and requested that Beach Street be added to the list of streets to be accepted.

Basquin said Tim Ward had improved the roads back to standard condition and has requested that they be accepted with the exception of Belleview Lane, which is scheduled for development soon. Basquin recommended final acceptance for Bond Drive, Oswalt Avenue, Beach Street, and a portion of Belleview Lane once a one-year letter of credit is received for maintenance.

MOTION: To recommend to City Council acceptance of Bond Drive, Oswalt Avenue, Beach Street, and a portion of Belleview Lane in the Fox Valley Industrial Park

MAKER: Volk
Motion withdrawn by Volk

Wollnik asked about plans for development on Belleview Lane, and Basquin said the road is currently closed. She asked if construction traffic might cause damage to the streets being accepted, since Bond Drive is the only way to access Belleview.

Frydendall asked if the developer could be required to repair any damages to Bond Drive. Basquin said this would require removal of Bond Drive from the list of streets to be accepted.

Committee consensus was to table the acceptance and ask Basquin to contact Tim Ward about construction access. The request can be brought up again at the next City Services Committee meeting.

10. DONOVAN BRIDGE RECONSTRUCTION UPDATE

Basquin reviewed his April 11, 2005 memo.

The City received the approved Phase I engineering report and design approval from IDOT in January 2005. The City Council approved Phase II in January, and IDOT's Schaumburg office approved the City's participation in funding with no reductions in hours or cost. Staff is waiting for notice to proceed from the Springfield office. This is expected in May and will result in a two-month delay to the current schedule. Phase II approval will be accompanied by additional funding for that phase. Following that, Phase III construction monies will be allocated.

Wolff asked how this impacted the construction schedule, and Basquin said all dates would be pushed back by two months. Wolff asked if this would affect construction costs, and Basquin said it might impact costs at the end of the construction, since construction would go into the winter season in December.

Volk asked if there was any way to make up the lost time. Basquin explained that the approval process was already aggressive so this was not possible.

Clark asked what caused the delay. Basquin responded that the money had not been allocated yet for the project. Staff has been contacting IDOT regularly to keep the project moving as much as possible.

Wolff asked if this would affect bond issuance. McGrath said staff was moving forward in this regard due to increasing interest rates and was hoping to act in early June. If a notice to proceed is not received by then, the advice of the bond counsel would be sought.

11. SHUMWAY AVENUE BUMPOUT UPDATE

Basquin reviewed his April 14, 2005 memo. A bumpout concept was discussed at the March 3 City Services Committee meeting, and staff was directed to prepare estimates for two alternates and a left-turn signal.

Basquin presented Alternate "A", Shumway bumpout and Island/Shumway realignment. He indicated that concrete work, restriping, and loop work would total approximately \$30,966.60. If pavement work was also done, the project would cost approximately \$43,077.60.

Alternate "B" includes a bumpout on Shumway only. Concrete work, restriping, and loop work would total approximately \$23,732.40. The addition of asphalt work would bring the total project cost to \$29,992.20.

Beckman questioned the need for bumpouts, as he felt the traffic lanes on Shumway would be too narrow. Basquin responded that lanes would be about 10-11 feet wide. Beckman thought drivers would damage their tires by driving over the bumpouts. Basquin explained that the bumpouts would create additional space for pedestrians to safely cross the street. Beckman said he preferred to use the money on Main Street improvements.

Mayor Schielke asked if the bumpouts would create a barrier for traffic movement during the Donovan Bridge reconstruction. He was concerned that the bumpouts might need to be removed. Basquin said staff would review this and if there was a conflict, the bumpouts would not be built until bridge construction was complete. Basquin said the current plans do not show a change to the intersection, but that has not been finalized.

Wolff thought the half-block from the edge of the river to Island Avenue would leave enough room to realign the lanes. Basquin said staff would look into this issue.

Schielke said various staging options had been discussed, and he was not certain the entire area west of the bridge would be open to traffic. McGrath said this could be discussed with the bridge engineers. He recalled there would not be any left turns from Wilson Street to Shumway during construction.

Frydendall preferred to use the money on River Street, which would not be affected by bridge construction and is in very poor condition. McGrath acknowledged that River Street was not in good shape, but pointed out that this corner was consistently mentioned at planning and pedestrian meetings as being the most dangerous in the downtown.

Wolff felt it was very difficult for drivers to make right turns onto Wilson Street due to the limited visibility.

McCarter felt that Alternate B should be done at the very minimum and suggested that it be coordinated with the bridge construction. She thought pedestrians attempted to cross at the appropriate time, but found it very difficult.

Frydendall suggested adding pavement markings or planters to simulate the bumpouts to determine how this concept works before the actual pavement work is done. Basquin explained that traffic loops would also need to be reconfigured as part of the project.

Volk supported Alternate B, since it would create a safe launching point for pedestrians. He asked to see layouts showing how the lane switches for the bridge are to be done. Volk thought it would be acceptable to lose five parking spaces in order to improve traffic flow and leave more space for bicycles. He asked staff to study the matter further and bring it back to the committee.

Frydendall asked that dimensions be added to the plans.

Basquin reported that staff was also directed to obtain an estimate for a left-turn signal for traffic traveling southbound on Island Avenue to eastbound Wilson Street. The current price is approximately \$5,500. If bad wiring is found during installation, the price could increase somewhat. Basquin said a left-turn signal could be added even if Options A or B are not implemented.

Frydendall thought a left-turn/through lane and a right-turn only lane northbound on Shumway should be considered. He felt the proposed design showing a combined through lane/right-turn lane would create delays. Basquin said the traffic study indicated only eight vehicles traveled northbound during the highest peak hour.

Vance asked if the committee would have an opportunity to vote on the plan before it went forward, since there are mixed opinions about it. Basquin said this presentation was intended to cover the cost aspect of the project only.

Committee members discussed the possibility of moving forward with installation of a left-turn signal, but Basquin said loops would need to be cut into the pavement. Staff can discuss the staging plans with the bridge engineer and report back to the committee for further direction.

Frydendall asked how bumpouts affect snow plowing. Haines said they create an area for temporary snow storage in the parking space protected by the bumpout.

Basquin said he had also researched the possibility of countdown pedestrian signals. The committee discussed this issue several months ago, since permission was needed from IDOT. That approval was recently obtained. The cost per signal is \$15,600 due to the cost of signal heads and new technology.

MOTION: To table this item
MAKER: Vance
SECOND: Volk
ROLL CALL:
Ayes: Vance, Volk, Frydendall, and Beckman
Nays: McCarter
4 Ayes, 1 Nay, Motion Carried

12. APPROVAL TO PURCHASE POLICE VEHICLES

Anderson reviewed his April 15, 2005. The City has received notice that it was successful in its effort to opt out of the class action suit against Ford Motor Company. Staff included \$86,144 in the 2005 budget to purchase four black and white Crown Victorias; actual cost will be \$84,228. Ford will be offering a fire suppression system, but it will not be available until fall. Anderson requested permission to order the vehicles from Landmark Ford in Springfield through the State purchase contract.

Wolff asked if the vehicles could be retrofitted with the fire suppression system, and Anderson said he would need to research that question. The cost of the system is about \$2,500 per vehicle. If the City waits until the next order date in September, the

vehicles won't be received until November. The latest date to order through the State contract is April 29. Staff proposes to order the vehicles April 20 and if the City Council does not approve the purchase, the order could be canceled.

Noble reported that 12 agencies were granted their requests to opt out of the lawsuit.

MOTION: To recommend to City Council approval to purchase four Ford Crown Victorias from Landmark Ford in Springfield for a total price of \$84,228.00

MAKER: Volk

SECOND: Vance

ROLL CALL:

Ayes: Beckman, McCarter, Volk, Frydendall, and Vance

Nays: None

5 Ayes, 0 Nays, Motion Carried

13. MAILBOX REPLACEMENT

McGrath reviewed his April 15, 2005 memo. The committee previously discussed this issue and decided not to change the policy. Vance relayed this information to the homeowner and invited her to attend a meeting to express her thoughts.

McGrath indicated that Noble contacted the developer, but he was unwilling to change the subdivision covenants. In the meantime, Haines has modified the existing plow blades and a different style will be purchased in the future.

Vance asked if the resident's mailbox was installed in the proper location, and Haines said it seemed to have been.

Haines said he met with the resident with the damaged mailbox. In this instance, the plow hit the mailbox. Usually, a rural-style mailbox is installed but that is not acceptable in this subdivision. The \$50 replacement cost includes \$35 for materials and \$15 for labor. Haines reported that the Geneva code provides for a \$25 reimbursement, while St. Charles allows \$50.

Vance said she would contact the resident and invite her to attend the next City Services meeting to express her opinion.

Clark asked if the 6" setback from the curb was standard. Haines said Post Office requirements throughout the Fox Valley are all different. The Batavia Post Office requires mailboxes to be 1" from the curb, but the City Code requires 6".

Wolff asked for the average number of payouts per year for damaged mailboxes, and Haines said there were about 9-12 per year.

McGrath suggested that when the City annexes unincorporated pockets, there should be a provision in the annexation agreement to prohibit expensive mailbox covenants.

Vance supported including a statement in covenants that the City would reimburse homeowners only \$50 for damaged mailboxes.

Frydendall asked if there was an ordinance prohibiting cluster mailboxes, and McGrath said the City did not have the authority to do so.

14. OTHER

None.

15. ADJOURNMENT

A motion was made and seconded to adjourn the meeting at 8:40 p.m.

Minutes prepared by
Kathy Montanari