

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE MEETING
April 22, 2019**

PRESENT: Alderman Joseph Marchese–Chairman, Alderman Thomas Belczak, Alderman Thomas Chlystek (6:41 pm), Dan Gombac – Director, Steven Manning - City Planner

ABSENT: None

OTHER: Alderman Joseph Kenny

ESTABLISH QUORUM

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

OLD BUSINESS

- a. **Ordinance - Consideration of an amendment to the Sign Code regarding amortization in the Rt. 83 corridor correcting an oversight in Ordinance O-24-18.**

Mr. Steve Manning, City Planner reported that last December the City Council voted to delete Section 4-3-17(A) 1 from the Ordinance which had required removal of non-conforming signs within 15 years. He reported that the amendment neglected to delete references to amortized signs in other sections of the Sign Code.

Mr. Manning referenced the three sections that reference amortization and reviewed the Codes. He reported that by deleting references to amortization the three additional sections of the Sign Code that the City will be consistent with the amendment approved in December by not requiring any changes to non-conforming signs.

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

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of an Ordinance, consideration of an amendment to the Sign Code regarding amortization in the Rt. 83 corridor correcting an oversight in Ordinance O-24-18.

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

NEW BUSINESS

- a. **Ordinance – Consideration of an amendment to the Nuisance Code regarding trees.**

Mr. Steve Manning, City Planner reported that last October the Nuisance Code regarding trees was introduced to the Committee. He reported that the City receives complaints regarding neighbor's trees that are dead or early dead that may fall or get blown over.

Mr. Manning reported that the City does not have a code addressing nuisance trees. He reported that staff surveyed other communities and drafted an Ordinance.

Mr. Dan Gombac, Director reported that staff is using the property maintenance code as enforcement but that it is not substantial.

Chairperson Marchese questioned if a resident can trim trees and send the neighbor the bill.

Mr. Gombac stated that it can be done but in some cases it does not work.

Alderman Belczak questioned trees that block views.

Mr. Gombac reported that there are several areas with blocking views. He reported that staff tries to work with residents to come up with a solution before cutting down mature trees.

Alderman Belczak stated that the blocking of view is a gray area and questioned if it could be amended into the Code.

Mr. Manning stated that the intent of blocking the view is for public safety.

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

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of an Ordinance, consideration of an amendment to the Nuisance Code regarding trees.

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

b. Resolution – Illinois Department of Transportation authorizing the expenditure of Motor Fuel Tax Funds.

Mr. Dan Gombac, Director reported that the City utilizes Motor Fuel Tax Funds (MFT) for expenditures related to various street maintenance functions. He reported that because the MFT funds are utilized, the City is required to adopt a resolution authorizing the expenditure of the proposed funding related to the general maintenance items.

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

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of a resolution – Illinois Department of Transportation authorizing the expenditure of Motor Fuel Tax Funds.

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

- c. Resolution – Authorizing the mayor to accept a proposal from Superior Road Striping, Inc., in an amount not to exceed \$34,500 for the 2019 Street Striping Program.**

Mr. Dan Gombac, Director reported that the Street Striping program includes the placement of various thermal plastic quantities for Crosswalks, Only's, Only Arrows, Center Lanes, and Stop Bars. He reported that the awarded vendor was selected through the Northwest Municipal Conference Joint Purchasing Cooperative.

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

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a resolution authorizing the mayor to accept a proposal from Superior Road Striping, Inc., in an amount not to exceed \$34,500 for the 2019 Street Striping Program.

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

- d. Resolution – Authorizing to execute a contract with Denler, Inc. in an amount not to exceed \$143,274.40 for the 2019 Crack Fill Program.**

Mr. Dan Gombac, Director reported that that the budget includes funds for the 2019 Crack Fill Program including crack sealing which delays roadway deterioration. He reported that the flexible rubberized asphalt sealants bond to the crack walls and move with the pavement preventing water from entering the road base which extends the maintenance costs over time. He reported that staff is working with other municipalities to get better pricing.

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

Alderman Chlystek made a motion and it was seconded by Alderman Belczak approval of a resolution authorizing to execute a contract with Denler, Inc. in an amount not to exceed \$143,274.40 for the 2019 Crack Fill Program.

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

- e. Resolution – Authorizing the Mayor to accept a proposal from Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA), traffic-engineering consultants, in an amount not to exceed \$5,000 for an intersection evaluation and traffic signal warrant study at Clarendon Hills Road and 67th Street.**

Mr. Dan Gombac, Director reported that the Council directed staff to provide an engineering agreement for a study at the intersection of 67th Street and Clarendon Hills Road to determine whether additional roadway modifications or traffic control enhancements should be implemented. He reported that during the last two years,

the Village of Willowbrook conducted a similar study through a federal grant process and the traffic signal and the grant was not warranted.

Alderman Chlystek questioned if the age of the driver is considered.

Chairperson Marchese stated that the area is used as a cut through.

Mr. Gombac reported that the survey will be done when schools are in session.

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a resolution authorizing the Mayor to accept a proposal from Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA), traffic-engineering consultants, in an amount not to exceed \$5,000 for an intersection evaluation and traffic signal warrant study at Clarendon Hills Road and 67th Street.

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

f. Ordinance - Approval of an ordinance authorizing the disposal of surplus property.

Mr. Dan Gombac, Director reported that staff is requesting approval for the disposal of surplus property.

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

Alderman Chlystek made a motion and it was seconded by Alderman Belczak approval of an ordinance authorizing the disposal of surplus property.

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

g. Resolution – Approval to enter into a contract agreement with Compass Minerals America, Inc. for the purchase of rock salt in an amount not to exceed \$203,142.08.

Mr. Dan Gombac, Director reported that the City continues to partner with the County of DuPage for the purchase of rock salt. He reported that the lowest competitive unit price was Compass Mineral America Inc. in the amount of \$82.96 per ton which is 20% more than last year's cost per ton. He reported that the increase was not anticipated.

Mr. Gombac reported that the line item may be over budget by approximately 460 tons at a value of \$38,000. He reported that pending winter conditions the department has the ability to take an additional 700 tons of salt. He further stated that the Park District and Cass School will be purchasing up to 40 and 8 tons of salt.

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

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of a resolution to enter into a contract agreement with Compass Minerals America, Inc. for the purchase of rock salt in an amount not to exceed \$203,142.08.

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

h. Resolution - Approval to execute an Intergovernmental Agreement with the Darien Park District for the reimbursement of Rock Salt through the City's 2019/2020 Rock Salt Agreement.

Mr. Dan Gombac, Director reported that the Park District has estimated that they will require 40 tons for the winter season. He reported that the City will be reimbursed by the Park District at a unit cost of \$82.96 per ton.

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

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of a resolution to execute an Intergovernmental Agreement with the Darien Park District for the reimbursement of Rock Salt through the City's 2019/2020 Rock Salt Agreement.

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

i. Resolution - Approval to execute an Intergovernmental Agreement with Center Cass School District #66 for the reimbursement of Rock Salt through the City's 2019/20 Rock Salt Agreement.

Mr. Dan Gombac, Director reported that Center Cass School District #66 has estimated that they will require 8 tons for the winter season. He reported that the City will be reimbursed by the School District at a unit cost of \$82.96 per ton.

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

Alderman Marchese made a motion and it was seconded by Alderman Belczak approval of a resolution to execute an Intergovernmental Agreement with Center Cass School District #66 for the reimbursement of Rock Salt through the City's 2019/20 Rock Salt Agreement.

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

j. Resolution – Approval to accept a Storm Sewer Easement from the following property: 7317 Capital Drive 09-26-113-012.

Mr. Dan Gombac, Director reported that during preliminary layout of the Elm Street Ditch Maintenance Project, that it was identified that the existing ditch line is partially located on private property fronting Elm Street for 7317 Capital Drive. He reported that that the City has requested and has granted a 5-foot Storm Water Easement from the

property owner, adjacent to the Elm Street right-of-way. Mr. Gombac reported that the City will be responsible for costs of the Plat of Easement preparation.

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

Alderman Chlystek made a motion and it was seconded by Alderman Belczak approval to accept a Storm Sewer Easement from the following property: 7317 Capital Drive 09-26-113-012.

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

k. Resolution - Authorizing the Mayor to accept a proposal from with Ziebell Water Service Products, Inc. for 24" pressure pipe, as required for various Public Works projects at the proposed unit pricing for a period of May 1, 2019 through April 30, 2020.

Mr. Dan Gombac, Director reported that this year the Department will require a 24" pressure pipe for ditch maintenance projects.

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

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval authorizing the Mayor to accept a proposal from with Ziebell Water Service Products, Inc. for 24" pressure pipe, as required for various Public Works projects at the proposed unit pricing for a period of May 1, 2019 through April 30, 2020.

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

I. Resolution - Accepting a proposal from Christopher B. Burke Engineering, Ltd. for the professional design services related to the Geographic Information Systems (GIS) mapping for water related infrastructure in an amount not to exceed \$19,760 and a motion for a contingency in an amount not to exceed \$3,000 for additional water infrastructure as field identified to update the GIS Mapping.

Mr. Dan Gombac, Director reported that over the last two years the Water Department has been planning and implementing a GIS mapping system for the water infrastructure for the City. He reported that the water main maps have been updated and that staff has completed valve exercising and identification and cataloguing of water main valves and hydrants in a GPS format and that the final step is to overlay and enter the coordinates through a GIS database.

Mr. Gombac reported that the GIS database will allow the department for greater efficiency and to locate water related infrastructure for routine and emergency situations and eliminate the need of paper copies of maps in the field. He reported that the database will satellite based and that staff has the ability to expand adding in trees, lights, etc.

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

Alderman Belczak made a motion and it was seconded by Alderman Chlystek approval of a resolution accepting a proposal from Christopher B. Burke Engineering, Ltd. for the professional design services related to the Geographic Information Systems (GIS) mapping for water related infrastructure in an amount not to exceed \$19,760 and a motion for a contingency in an amount not to exceed \$3,000 for additional water infrastructure as field identified to update the GIS Mapping.

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

m. Minutes – March 25, 2019 Municipal Services Committee

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

Alderman Chlystek made a motion and it was seconded by Alderman Belczak approval of the March 25, 2019 - Municipal Services Committee Meeting.

DIRECTOR'S REPORT

Mr. Dan Gombac, Director reported on the rear yard drainage project.

NEXT SCHEDULED MEETING

Chairperson Marchese announced that the next meeting is scheduled for Tuesday, May 28, 2019.

ADJOURNMENT

With no further business before the Committee, Alderman Belczak made a motion and it was seconded by Alderman Chlystek to adjourn. Upon voice vote, THE MOTION CARRIED unanimously, and the meeting adjourned at 7:34 p.m.

RESPECTFULLY SUBMITTED:

Thomas Belczak
Chairman

Eric Gustafson
Alderman

Joseph Kenny
Alderman