

3/9/20 Council

CITY OF CHILLICOTHE
MEETING NOTICE
AMENDED

Public Works Committee will convene

Meeting at 4:30 p.m. Wednesday, Mar. 4, 2020
Time Date

City Hall
Place

PUBLIC COMMENT:

PURPOSE:

High Usage Waiver
Liens – Water
Discussion – Peoria Heights Drop Off
Bus Drop off – Cutright St.
Sycamore St. – Sealcoat
Project Update

OLD BUSINESS:

City Sidewalk (Grant) Update
Boat Dock (Southern) Update
Public Works – Open Position
IEPA Inspection

SUMMARY:

Council Agenda Items
Chairman – Actions

Public Works Committee
Committee or Group

Alderman Gould
Signature of Chairperson

Feb. 28, 2020
Date

MINUTES
PUBLIC WORKS COMMITTEE
MARCH 4, 2020

The public works committee met on March 4, 2020, at 4:30p.m. in the council chambers at city hall.

Present: Chairman Gould, Alderman Sharp, Alderman Hughes, City Engineer Coulter,
Superintendent of Public Works Sutherland, Office Manager Passage

Chairman Gould called the meeting to order at 4:30 p.m.

PUBLIC COMMENT

Tim Dixon and Adam Bussard, with IVC School District was in the audience to discuss the agenda topic Bus Drop Off – Cutright Street.

PURPOSE

High Usage Waiver - None received

Liens – Water – Office Manager Passage stated that she had the following properties that She requested direction on regarding lien process.

1515 Benedict – the property owner has an outstanding bill for \$10.09 a letter has been sent requesting payment or a lien will be placed on the property. There has been no response.

The consensus of the committee was to file the lien.

1605 Finney – a renter moved and did not pay their final bill their deposit was applied and a balance of \$37.79 is remaining. Attempts have been made to collect from the renter with no response. The owner was notified and then sent a letter advising a lien would be placed on the property should payment not be received. The consensus of the committee was to file the lien if the payment is not received.

1404 Logan – a renter moved and did not pay their final bill their deposit was applied and the balance of \$9.50 is remaining. The owner was notified. Discussion was held and the consensus of the committee was to follow the procedure and send the lien letter and file the lien should payment not be received.

1425 Finney – a renter moved and did not pay their final bill their deposit was applied and the balance of \$28.73 is remaining. The owner was notified. Discussion was held and the consensus of the committee was to follow the procedure and send the lien letter and file the lien should payment not be received.

415 Gail – a shut off was sent and the homeowner signed an agreement letter stating they would pay \$191.28 on February 28, 2020. The letter stated that the amount of \$191.28 was to be paid if full or water would be disconnected. A payment was received, by an envelope left on the counter. The amount paid was only \$181.00. A discussion was held regarding if I should follow the agreement as the payment in full was not received and the owner did not make further arrangements. After discussion, the consensus of the committee was that the owner probably made a mistake and to just contact the owner advising them they did not make the full payment and start the process again.

Discussion – Peoria Heights - Drop Off – Superintendent Sutherland advised the committee that he met with the superintendent of public works from Peoria Heights. He explained that the area that they were taking their debris from their street sweeper is full and they are looking for a place to take their debris until they secure another area. Superintendent Sutherland stated that it would be approximately 570 yards of debris or 71 loads. He stated that they are willing to pay to bring the debris to our area. He stated that this is not burnable material. A discussion ensued regarding what our rules are for our drop off area. Alderman Hughes questioned if this would be EPA allowable, and recommended that the Superintendent check the grant the city received to obtain said area to insure we would not be in any violation. Alderman Sharp stated he would like to make sure the debris is environmentally safe and is

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not in violation of our rules. The committee directed the Superintendent to look into the situation and report back at the next committee meeting.

Bus Drop off – Cutright Street – Superintendent Sutherland stated that he had been approached by Tim Dixon, with IVC School District regarding the condition of the shoulder of the road along Cutright Street where the buses pick up school children. Mr. Dixon and Mr. Adam Bussard, with IVC School District addressed the committee. They advised the committee that they will be doing some concrete work on their property along Cutright Street and requested that the City improve the shoulder of Cutright Street along their property. A discussion ensued. Engineer Coulter stated that he would look at the area and report back to the committee with some cost estimates.

Sycamore Street – Sealcoat – Superintendent Sutherland stated that he was approached by the Road Commissioner Hulsizer regarding if the city would be interested in sealcoating their portion of Sycamore Street that is gravel. Superintendent Sutherland stated that at this time he does not feel it would be in the best interest of the city to seal coat. City Engineer Coulter stated that there has been discussion with the Methodist Church regarding them building a church and at that time the city would have to overlay the road and put curb and sidewalk in. The consensus of the committee was to not seal coat Sycamore Street.

Project Update – City Engineer Coulter stated that he received the quote for gravel from Galena Road & Gravel in the amount of \$8.25, which was a \$.25 increase and a quote for cold patch from Advanced Asphalt for \$84.00 per ton, which was a \$2.00 per ton increase. The consensus of the committee was to bring to council on March 9, 2020 for approval.

OLD BUSINESS

City Sidewalk (Grant) Update – Nothing to report

Boat Dock (Southern) Update – Nothing to report

IEPA Inspection – Nothing to report

City Engineer Coulter and Office Manager Passage exited the meeting at 5:30 p.m.

Public Works – Open Position – Superintendent Sutherland presented the applications that he had received for the open positions with public works. He stated that the Mayor and he had reviewed the applications and there are three candidates that will be interviewed for the open positions.

Superintendent Sutherland stated that he would recommend that we hire one as quickly as possible and then a second one from the three will be hired at a later date. The consensus of the committee was to proceed and have the Mayor, Superintendent Sutherland, Chairman Gould and Alderman Sharp conduct the interviews and make the recommendation to the council. The date and time for the interviews will be determined by those conducting the interviews.

There being no further business the meeting adjourned at 5:53 p.m.

Respectfully,

Chairman Gould