

PUBLIC WORKS COMMITTEE MINUTES

January 3, 2018

Chairman Fridly called the regular meeting of the Public Works Committee to order at 5:40 pm.
Members present: Mayor Adams, Dan Barber, Scott Fridly, Cory Magnus, Jodi May and Don Self
Absent: Kevin Bunge

Motion by Mr. Magnus, second by Mrs. May to waive the reading of and approve the minutes of December 18, 2017. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

VILLAGE ENGINEER – KEVIN BUNGE

Village Engineer Kevin Bunge was not in attendance. A copy of his report is on file with the Village Clerk's office.

Mrs. May stated that she would like to see copies of invoices and Mr. Barber advised that he will start doing this at the next meeting.

MAYOR - DALE ADAMS

Mayor Adams updated the Committee in reference to the 9-1-1 center. Mayor Adams advised to be prepared to hire an attorney or consultant regarding the cost that they want to implement for the City of Rockford to take over the 9-1-1 center. Mayor Adams said that all of the communities will chip in and share the cost of the consultant. Mayor Adams also advised that there is supposed to be a meeting on Friday, January 5th, but that they may cancel it.

WATER, SEWER, & GARBAGE – SCOTT FRIDLIDY

Mr. Fridly stated that he would like to remove Item #1 from the agenda.

Mr. Fridly said that the purchase requisition for N.I.T.E. Equipment for a tandem axle trailer and title license in the amount of \$3,217 is up for approval at the Village Board meeting later in the evening. Mr. Fridly stated that this is coming out of sewer and that it was a budgeted item and that the funds are available. The Committee was okay with this.

Mr. Fridly added that the purchase requisition for Core & Main for the water meters in the amount of \$53,706.54 is up for approval at the Village Board meeting as well. Mr. Fridly explained that he will make a motion to waive the bid process for the water meters because the Village is going with the sole provider. Mr. Fridly stated that this was budgeted for and that the funds are available. Mr. Barber added that the commercial meters will be billed back to the businesses. The Committee was okay with this.

Mr. Fridly advised the Committee that the engineering bills are at the max and that he went over the invoices and how they are being coded and is going to go over them with Mr. Barber. Mrs. May stated that she feels that Mr. Bunge should be attending the Public Works Committee meetings and that its beneficial for him to be here. Mr. Barber stated that Mr. Bunge is available by phone if the Committee has any questions for him.

Mr. Barber stated that he spoke with Mr. Terry in reference to the grade school path and that it was approved to go out to bid with their project. Mr. Barber advised that they will get the Village copies of the quotes and the Committee can decide what they would like to do.

STREETS AND WALKS – CORY MAGNUS

Mr. Magnus inquired if Northern Illinois Service is watching the patchwork that they did the casings on or is the Village responsible for keeping them up so that they don't break wheels and axles. Mr. Barber stated that he will check on it, but that it is probably going to be the responsibility of the Village.

Mr. Barber discussed the invoices for the IEPA water loan and stated that he would like to see all of the invoices from the IEPA. Mr. Barber stated that this is not a trust matter, but an accountability matter so that it can be justified to the Committee when he brings it in front of them.

BUILDINGS AND PARKS – JODI MAY

None.

PUBLIC WORKS – DAN BARBER

Mr. Barber gave an update on the new Public Works building. Mr. Barber stated that they should be done with the building by the beginning of February. Mr. Barber stated that the ceiling went in on Tuesday and the panels came in. Mr. Barber said that he is still dealing with an issue with N-Trak from when they hit and damaged the building. Mr. Barber said that N-Trak was advised that if they can't complete the repairs then Rockford Structures would take care of it and that it would be deducted from N-Trak's pay.

Mr. Barber advised that he had a few things come up. Mr. Barber said that there was a large main break on Prairie Street and that they lost a generator and need a new one. Mr. Barber stated that he looked at a few different ones and that he found a Generac generator at Menards for \$799 which is comparable to what they had. Mr. Barber said that if the Committee gives him a consensus on the amount he will check and see if Farm & Fleet will price match it. Mrs. May asked if he had the funds to purchase this and Mr. Barber said that he had funds under tools in the budget that he could use. Mr. Fridly asked for a consensus from the Committee for Mr. Barber to spend up to \$999. The Committee was okay with this.

Mr. Barber said that the other item that came up was that he was receiving invoices for the IEPA water loan project recently from Northern Illinois Service, Core & Main and C.E.S. and that he has asked for backup documentation from them. Mr. Barber stated that he would like the Village Board to do what they did with the Public Works building funds and approve to release the money for the IEPA water loan project as well. Mr. Barber stated that by doing this the Village has a paper trail. Mr. Barber said that the invoices total \$102,442.95 thus far and that he would like a consensus from the Village Board to approve this. Mr. Barber said that the Village is going to have a lot of invoices coming in for the next year or year and a half concerning this project. Mr. Barber said that not everything has gone out to bid for the project yet and the water tower isn't in yet, but the total amount of the IEPA water loan is over \$5M. Mr. Barber advised that the current loan with the IEPA is for \$3,766,597.67 and that there will be numerous invoices to look at for the remainder of the loan. Mr. Barber asked the Committee if he and Mayor Adams can look over the invoices when they come in and authorize the payments in the future so that it doesn't hold up the payments/draws on the loan. Mrs. May asked if there was a fee with each draw on the IEPA loan and if they were allowed a certain number of draws. Mr. Barber said that he would look into this. Mr. Magnus stated that once an invoice is billed that the Village has 30 days to pay from the invoice date. Mr. Barber said that he will set a date for the contractors to submit their invoices to him so that the Village can make their draws once a month. Mr. Fridly stated that he will get a consensus at the Village Board meeting to approve the draw and another consensus for Mr. Barber to approve the future draws. Mr. Barber requested that he would like a second set of eyes to look at the figures whether it's Mayor Adams or Ms. Hughes to double check the numbers.

PARKS & RECREATION DIRECTOR – DON SELF

None.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Magnus, second by Mrs. May to adjourn at 6:16 pm.

Respectfully submitted,

Christina Stewart
Village Clerk