

PUBLIC WORKS COMMITTEE MINUTES

September 5, 2017

Chairman Fridly called the regular meeting of the Public Works Committee to order at 5:30 pm.
Members present: Mayor Adams, Dan Barber, Kevin Bunge, Scott Fridly, Cory Magnus, Jodi May and Don Self
Staff present: Tricia Diduch & Arianne Honkamp

Motion by Mr. Magnus, second by Mrs. May to waive the reading of and approve the minutes of August 14, 2017. All ayes. Motion approved 3-0.

PUBLIC COMMENT

None.

VILLAGE ENGINEER – KEVIN BUNGE

Village Engineer Kevin Bunge gave his report. A copy of his report is on file with the Village Clerk's office.

Mr. Bunge advised that the bid opening for the water projects (mains and crossings) will be at 10 AM September 25th at Village Hall. Mayor Adams inquired about the water meter readers and Mr. Bunge stated that as soon as the IEPA approves it they can go out for bid. Mr. Barber stated that he is working on a couple loaners for the meter readers, but that the new meter readers can't be used until they change the meters at the residences in the Village. Mr. Barber stated that they have been changing some of the meters over already, but he doesn't have the money in the budget to do a lot of them. Mr. Barber advised that he will speak with Ms. Quimby and see if they can replace more meters using the water fund and pay the water fund back after the water loan is approved.

MAYOR - DALE ADAMS

Mayor Adams stated that a Public Works employee that lives on Aspland Drive is interested in annexing his property into the Village and wanted to know if the Village could help him with the hookup fees. Mayor Adams said that the employee knows that he would have to pay for the water and sewer line. Mayor Adams stated that he thinks the sewer is on one side and the water is on the other side. Mayor Adams added that the Village has waived hookup fees in the past and that it would generate revenue and property taxes for the Village. Ms. Diduch verified that everything is contiguous in that area. Mr. Fridly stated that he could see doing this, but that he doesn't want it misconstrued because it's a Village employee. Mr. Fridly advised that the Committee will think about it.

WATER, SEWER, & GARBAGE – SCOTT FRIDLIDY

Mr. Fridly stated that the change order for N-Trak for the new Public Works building is going to be held over so that Mr. Barber can try to resolve the issue with Chastain.

STREETS AND WALKS – CORY MAGNUS

Mr. Magnus discussed the driveway work that was done in the right of way on Edenberry Drive without a permit. Ms. Diduch stated that she received a phone call from a resident inquiring if the property owner had received a permit to widen his driveway or if it was approved by the Village. Ms. Diduch said that she went to the property owner's house and observed the driveway being widened and it exceeded the 20 feet that is allowed at the property line. After speaking with the property owner, Ms. Diduch stated that he gave her a list of other driveways that are nonconforming as well. Ms. Diduch advised that she hasn't had time to check all of the driveways on the list, but there are more that are not in compliance and asked the Committee how they would like to handle this. Ms. Diduch stated that at the time she was at the residence on Edenberry Drive the property owner had the driveway torn up to widen it, but the asphalt hadn't been done yet. Ms. Diduch advised the property owner that he could stop or that he could finish, but that he may have to tear it up

later. Ms. Diduch explained that the Village cannot grant a variance for driveway widths and that the property owner has to comply with the Village code. Ms. Diduch said that a handful of variances were erroneously approved prior to her being hired for the Village. Ms. Diduch explained that the Village Board is only allowed to approve certain zoning setback issues and not approve variances for driveway widths. Ms. Diduch advised that chapter 152 in the Village code book states that the fine for the violation could be up to \$500/day. Mr. Bunge verified that this is in the Village code so that there is a standardization so that someone doesn't have a driveway that is paved to park four vehicles wide because a lot of people will want to pave a lot of that area and it's an eyesore to look at. The homeowner spoke to the Committee and stated that when Ms. Diduch came out that they were 15 minutes from being done with hot mix. The homeowner also stated that his wife called back in April and asked if they were going to need a permit and was advised that as long as they weren't going wider than the garage that they wouldn't need a permit. Ms. Diduch stated that it is not within her authority to tell someone that they don't need a right of way permit and that the Public Works Manager would have to approve that. Ms. Diduch explained what she tells a resident if they call and have questions regarding this and that her explanation doesn't change. The homeowner, who also owns a paving company, asked why the Village doesn't let the paving companies know this information. Mayor Adams stated that they should know the ordinances as paving companies before they do work on the property of homeowners. Ms. Diduch added that it's the contractor's responsibility to check with the municipalities before they touch the curb and that this is standard in all communities. Mr. Magnus stated that the work is done so the Village needs to figure out what they want to do, but typically the penalty is paying double the price of the permit fee plus a fine. Mr. Fridly requested to find out what the cost of the fine is and what the options are in handling this. Mr. Magnus stated that he will speak to the Village Attorney and be in contact with the paving company/homeowner. The homeowner advised that he would like to resolve this as quickly as possible.

BUILDINGS AND PARKS – JODI MAY

Mr. Self stated that he spoke with Nason's in reference to the lawn maintenance agreement and they stated that if the Village extended their agreement for two more years that the price would remain the same. Mr. Self said that he has been very happy with Nason's and that their service is excellent. Mr. Self stated that he already spoke to Mayor Adams and the Village Attorney about this and it's okay for the Village to approve this as long as the formal bidding process is waived. The Committee was okay with this. This is up for approval at the Village Board meeting later in the evening.

Mr. Self said that he didn't receive a special events application from First National Bank this year for "Movies on the Lawn", but Bonnie Gundry submitted a letter to Mayor Adams for approval. Mr. Self stated that it will be held on September 16th at Settlers Park at dusk. The Committee inquired if Mr. Self could spray for bugs before the event. Mr. Self advised that he will look into what he can use. The Committee was okay with this. This is up for approval at the Village Board meeting later in the evening.

Mrs. May stated that she has two special events applications for the high school up for approval at the Village Board meeting. The first event is the Hononegah Student Council "Pink I Can 5k" on Monday, October 16th at 6 PM at Hononegah High School. The second event is the Hononegah High School Homecoming Parade on Friday, September 15th at 4 PM. Mr. Self stated that the final parade route will be determined by the police chief prior to the event due to the construction. Mrs. May stated that she spoke with Chief Dickson and he was okay with both applications. The Committee was okay with this.

Mrs. May discussed the Visit Beloit grant application with the Committee. Ms. Diduch stated that the Village is a paid member of the organization and that the Village is eligible to receive \$1,250 back from the \$2,500 membership as long as it is tourism related permanent improvements. Ms. Diduch stated that she submitted the application to replace the spindles on the gazebo at Settlers Park and for a new park bench. Ms. Diduch advised that the grant can be amended later if the Committee decides to use the money for the grant differently. Ms. Diduch advised the Committee that the grant application has to be approved by the Village Board. The Committee was okay with this.

PUBLIC WORKS – DAN BARBER

Mr. Barber stated that the new Public Works building is on track and moving along. Mr. Barber advised the Committee that he is meeting with N-Trak and Jeff Fleming on September 6th and that he is hoping to have everything settled in reference to the tree removal at the site. Mr. Barber stated that there were a few issues that came up while he was on vacation in reference to the building. Mr. Barber explained that there is a light pole next to the diesel and gasoline tanks that should have been explosion proof so they are going to move the light pole 20 feet away from the tanks so it meets the fire code. Mr. Barber said that explosion proof light poles are very expensive and this wasn't included in the specs. Mr. Magnus inquired if the light pole is going to be in the middle of the parking lot now. Mr. Barber said that he is going to talk to Mr. Fleming about this when they meet. Mr. Magnus said that Mr. Fleming is the one that designed the building so he should be accountable and that he should pay the difference for the explosion proof light pole. Mr. Magnus said the light pole should remain where it was supposed to go so that no one runs into it in the parking lot. Mr. Barber stated that they are going to discuss the options for the light pole, but that Chastain designed that part of the building.

Mr. Barber added that he has a couple of questions for N-Trak in reference to their billing for the Highway 75 project. Mr. Barber said that HD Supply and N-Trak are trying to bill the Village for the same parts and he is going to look into it further.

PARKS & RECREATION DIRECTOR – DON SELF

Mr. Self stated that the pool is closed for the season and that the doggie swim will be held in a week. Mr. Self said there was a cross country meet at Barwood with 10 teams. Mr. Self said that he is looking into possibly having an equestrian path out at the park, but that he would have to add a separate gravel path for this. Mr. Self updated the Committee about the shelter being donated by Scott Wallace. Mr. Self explained that the company that gave the original bid to move the shelter is no longer in business. Mr. Wallace provided a quote to disassemble the shelter and reassemble it from the company he is currently using for the construction of his new shelter and their price is \$10,240. Mr. Self questioned if this included moving the shelter because he didn't see that in the written quote. Mr. Self contacted a different company and advised them of the price that was originally quoted to move the shelter and he is waiting to hear back from them.

ANY OTHER BUSINESS ALLOWED BY LAW

None.

ADJOURN

Motion by Mr. Magnus, second by Mrs. May to adjourn at 6:20 pm.

Respectfully submitted,

Christina Stewart
Village Clerk