

**ROCHELLE CITY COUNCIL
REGULAR COUNCIL MEETING MINUTES
April 14, 2014**

The Rochelle City Council met in Regular Session at 7:00 p.m. on Monday, April 14, 2014 in the Council Chambers of City Hall; 420 N. 6th Street; Rochelle, IL 61068.

PLEDGE TO THE FLAG & PRAYER: The Prayer was said by City Clerk McKinney.

ROLL CALL: Present on Roll Call were Councilmembers McDermott, Eckhart, Hollenbeck, Hayes and Mayor Olson. Absent: Councilmen Berg and Rice. Quorum was present. Also present were City Manager Plyman and City Clerk McKinney.

PROCLAMATIONS, COMMENDATIONS, ETC.:

- **National Public Safety Telecommunicators Week:** Proclamation read by City Clerk, Bruce McKinney. Accepted by City of Rochelle Dispatchers.
- **Mayor's Day of Recognition for National Service April 1, 2014**

REPORTS AND COMMUNICATIONS:

- Mayor: Mayor Olson thanked all people who volunteer for public committees
- Council Members: Councilman Hays attended the Police Canine Event at the bowling alley. City needs to maintain its canine unit.

PUBLIC COMMENTARY: None

BUSINESS ITEMS:

1) CONSENT AGENDA ITEMS BY OMNIBUS VOTE with Recommendations:

- a) Approve Minutes of City Council Meeting – March 24, 2014
- b) Accept and Place on File Minutes of Planning & Zoning Commission – February 3, 2014
- c) Accept and Place on File Minutes of Railroad Advisory Board – January 23, 2014
- d) Accept and Place on File Minutes of Airport Advisory Board – November 25, 2013
- e) Approve Bills – 031414-032014=\$,2,899,794; 032114-040314=\$153,854
- f) Approve Payroll – 030314-031614=\$204,092; 031714-033014=\$203.873
- g) Authorize Rochelle Elementary Schools Fun Run Event - May 21, 2014
- h) Authorize Rochelle Lions Club Tootsie Pop Fund Raiser – May 2, 2014
- i) Authorize National Day of Prayer – May 1, 2014
- j) Authorize Closure of 10th Avenue between Illinois 251 and 8th Street – Outdoor Markets
- k) Approve Lincoln Highway Heritage Festival Request – August 15-17, 2014
- l) Authorize Lincoln Highway Heritage Festival Parade – August 17, 2014
- m) Authorize VFW Memorial Day Parade – May 26, 2014

Moved by Councilman Eckhardt and seconded by Councilwoman Hollenbeck, **"I move Consent Agenda Items (a) through (m) be approved by Omnibus Vote as recommended."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollenbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

- 2) Voltage Conversion Project:** Rochelle Municipal Utilities (RMU) issued an Invitation for Bids for a Voltage Conversion Phase 1 Project. The proposals were required to include the labor and material necessary to convert one 4160V distribution circuit to a 13.8KV feeder, including installing approximately 4.8 miles of underground cable in conduit, .4 miles of overhead conductor, the conversion and installation of approximately 110 transformers and installation of 45 junction boxes. Subsequent to the required public notice, the City Clerk opened one bid for the Voltage Conversion Phase I Project on April 9th. The single bid from Utility Dynamics Corporation for the electric conversion phase 1 was for \$2,854,653 and a proposal for an extra conduit was \$417,350 for a total cost of \$3,272,003. The 2013-14 Electric Operations Capital Outlay Budget includes \$1,300,000 for the Voltage Conversion Project. Staff and our consultant, Barnes, Henry, Meisenheimer & Gende, Inc., have reviewed the bids and recommend that the City reject the bid. Instead, the project will be scaled down to include only the installation of conduit and rebid at a later date. RMU crews will install the conductor, terminations, hardware and coordinate the conversion for phase 1. Superintendent Orlikowski was present to answer questions. Councilwoman moved and seconded by Councilman McDermott, **"I move Council reject all bids for the Voltage Conversion Phase 1 Project."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.
- 3) School Avenue & Turkington Terrace Bridge and Intersection Reconstruction Project:** The School Avenue bridge/ box culvert structure was installed nearly 50 years ago. Over the past few years bridge inspections and reports, required by the Illinois Department of Transportation, have identified spalling of concrete (broken, flaked or pitted), exposed reinforcement, wingwall tipping and deterioration of the deck slab and edges. In addition, the three cell box culvert structure routinely collects debris and sediment which inhibits the conveyance of Kyte River. In 2012, the Mayor and Council approved an agreement with Wendler Engineering Services for the engineering design and surveying services required to replace the bridge/box culvert structure. In addition, the agreement included developing the plans and specifications to modify the Turkington Terrace and School Avenue intersection, construct a traditional bridge structure and install upgraded pedestrian crossings along the north and south sides. Subsequent to the required public notice, the City Clerk opened three bids on March 24th. City Engineer Sam Tesreau reviewed the bids and recommends the acceptance of the apparent low bidder, Martin and Company Excavating, with a bid of \$1,086,782.59. This is a multi-year capital improvement project which will be funded through the 2013-14 and 2014-15 budgets via a revenue transfer from the Sales Tax and Utility Tax Funds. Construction is expected to begin at the end of April and be substantially complete by the end of August. Engineer Tesreau was present to answer questions. Councilwoman moved and seconded by Councilman Hayes, **"I move the Council accept bid C14-04 for the School Avenue & Turkington Terrace Bridge and Intersection Reconstruction Project from Martin and Company Excavating in the amount of \$1,086,782.59 and reject all other bids."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

- 4) **Construction Engineering Services Agreement – School Avenue & Turkington Terrace Bridge Project:** Wendler Engineering Services provided the preliminary engineering design services for the School Avenue & Turkington Terrace Bridge and Intersection Reconstruction Project. The City Council having awarded the bid for this project in the prior agenda item, it is now time to proceed to the construction engineering services phase of the project. Wendler Engineering Services has provided a Construction Engineering Services Agreement proposal which includes construction surveying/staking, inspection, documentation, materials testing and as-builts at an estimated cost of \$97,870. City Engineer Sam Tesreau recommended that the City proceed with the engineering agreement with an anticipated project completion in August. Engineer Tesreau was present to answer questions. Councilman Eckhardt and seconded by Councilman McDermott, **“I move Agreement 14-4371, A Construction Engineering Services Agreement with Wendler Engineering Services, Inc. for services related to the School Avenue & Turkington Terrace Bridge and Intersection Reconstruction Project, be approved.”** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.
- 5) **Water Rate Modification:** Water usage in the community has grown from an average daily pumpage of 1.8 million gallons in 2005 to 2.9 million gallons per day in 2013. This increase has driven the need for increasing the capacity of the water system. In 2012, the Council approved moving forward with the construction of a new well and tower in the southeast quadrant of the City to provide adequate capacity. In order to finance the new infrastructure, the City has applied for a loan through the Illinois Environmental Protection Agency (IEPA) State Revolving Funds. The IEPA has since approved the project plan and drilling of the new well is underway. The debt service associated with the new infrastructure will require an adjustment to the water rate structure. Therefore, a water rate analysis was performed by Water/Water Reclamation Superintendent Kathy Cooper and our consultant, Matt Hansen of Willett Hofmann. The analysis included evaluating the current revenues and expenses, developing a budget based on future needs of the division, developing a debt service schedule to pay for the system improvements and developing a rate structure that mirrored the Water Reclamation structure, including a capital component for equipment replacement. Another goal of the analysis was to provide a new rate structure that has minimum impact on customers between their water and sewer billing. The current water rate schedule consists of three components: Fixed Charge, Basic User Rate and Fire Protection Fee. The proposed rate schedule consists of six components: Fixed Charge, Basic User Rate, Equipment Replacement, Non-Debt Funded Projects, Capital Recovery Rate and Fire Protection Fee. On March 27, 2014 the report and proposed changes were presented at a joint meeting of the Public Works Committee and the Utility Advisory Board (UAB). The UAB recommended approval of the new water rate structure as proposed. Staff has verified that the proposed water rates are comparable for residential users and less than the rates for industrial and commercial users in surrounding communities. In an effort to minimize the impact on our customers, RMU staff and their consultant recommend that the rate increase be implemented over a three-year time period. The first phase would be effective May 1, 2014. Superintendent Cooper was present to answer questions. Councilwoman Hollonbeck moved and seconded by Councilman McDermott, **“I move Resolution R14-04, A Resolution Establishing City of Rochelle Water Rates, Effective May 1, 2014, be adopted.”** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

- 6) **Water Reclamation Rate Modification:** The last rate review for the Water Reclamation Division was completed in February of 2008 and flows and loadings to the treatment plant have changed significantly since that time. In addition, the last bond payment for the construction of the treatment plant will be paid on May 1, 2014 which will significantly change the capital recovery component of the rate. A water reclamation rate analysis was performed by Water/Water Reclamation Superintendent Kathy Cooper and our consultant, Matt Hansen of Willett Hofmann. The analysis included evaluating the current revenues and expenses, developing a new Water Reclamation Division budget for fiscal year 2014/15 and developing a new rate structure based on the recommended budget expenditures. Another goal of the analysis was to provide a new rate structure that has minimum impact on customers between their water and sewer billing. The current and proposed water reclamation rate schedule consists of five components: Fixed Charge, Basic User Rate, Equipment Replacement, Non-Debt Funded Projects, and Capital Recovery. The major changes to the rate structure include increasing the fixed charge from \$4.40 to \$8.05 per bill, a reallocation of the basic user charge based on customer class, an increase in the non-debt fund items and a significant drop in the Capital Recovery component due to the final bond payment on the treatment plant. On March 27, 2014 the report and proposed changes were presented at a joint meeting of the Public Works Committee and the Utility Advisory Board (UAB). The UAB recommended approval of the new water reclamation rate structure as proposed. Staff has verified that the proposed water reclamation rates are comparable to those of residential, industrial and commercial users in surrounding communities. RMU staff and their consultant recommend that the rate increase be implemented effective May 1, 2014. Superintendent Cooper was present to answer questions. Councilman McDermott moved and seconded by Councilman Hayes, **"I move Resolution R14-05, A Resolution Establishing City of Rochelle Water Reclamation Rates, Effective May 1, 2014, be adopted."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.
- 7) **Adopt-A-Road Program:** The Street Department has identified the need to implement an Adopt-A-Road program in our community. In 2013, two Street Department personnel spent four hours cleaning up a 1.8 mile section of roadway. During this cleanup, staff collected 5 bags of litter along with several large miscellaneous items including electronics and wooden boards. This is just one section of the sixteen sections proposed as adoptable routes. The Adopt-A-Road Program provides residents and organizations the opportunity to promote a safe, healthy and clean environment for our community by volunteering to clean up a section of highway twice a year. The Rochelle Street Department will provide safety training materials, litter bags and safety vests. In addition, the Street Department will erect a road sign indicating the stretch of roadway that has been adopted and the adopting organization. Superintendent Isley recommended approving the Adopt-A-Highway Program so we can involve the community and organizations in keeping Rochelle a clean and litter free place. Superintendent Isley was present to answer questions. Councilwoman Hollonbeck moved and seconded by Councilman Eckhardt, **"I move Ordinance 14-4372, An Ordinance Creating an Adopt-A-Highway Program for the City of Rochelle, be adopted."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

8) **Permitting of Sidewalk Cafés:** The Community Development Department would like to provide opportunities for businesses to enhance the shopping experience in the downtown. With that goal in mind, the Community Development staff has proposed changes to the Rochelle Municipal Code to allow for sidewalk cafés in the B-1, Central Business, Zoning District. A sidewalk café is an outdoor area located on the sidewalk portion of the public right-of-way which is maintained and operated by an establishment, coffeehouse, teashop or restaurant for purposes of providing seating for patrons for the consumption of food or nonalcoholic beverages. The proposed ordinance allows for the permitting of sidewalk cafés and regulates the structures, location, supervision, noise, cleanliness, insurance, and hours within the areas. In addition, sidewalk cafés are also subject to the regulations contained in other chapters of the code, including zoning. On April 7th the Planning and Zoning Commission reviewed the proposed changes to Chapter 82 to allow Sidewalk Cafés in the downtown B-1 Central Business District. Following some discussion the commission voted 5-0 to recommend approval of the proposed ordinance. Director Pease and Inspector Countryman were present to answer questions. Councilman Eckhardt moved and seconded by Councilman McDermott, **"I Move Ordinance 14-4373, An Ordinance Allowing for the Permitting of Sidewalk Cafes, be adopted."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

DISCUSSION ITEMS: None.

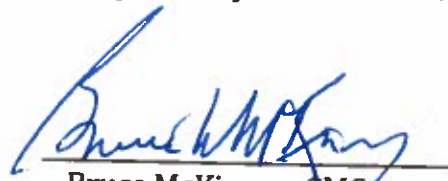
EXECUTIVE SESSION: At 8:25 p.m. Councilwoman moved and seconded by Councilman McDermott, **"I move the Council recess into executive Session to discuss: The (appointment, Employment, compensation, discipline, performance and; or dismissal) of specific employee(s). Section (c) (1). Collective negotiating matters. Section (c) (2). Purchase or lease of real property for City's use. Section (c)(5), and Discussion of minutes of meetings lawfully closed under this Act for purposes of approval by the body of the minutes or semi-annual review of minutes as mandated. Section (c) (21)."** A roll call vote was taken. Ayes: Councilmembers Eckhardt, Hollonbeck, McDermott, Hayes, and Mayor Olson. Nays: None. Motion passed 5-0.

At 9:13 p.m. Councilwoman Hollonbeck moved and seconded by Councilman McDermott, **"I move the Council return to Open Session."** Motion passed by voice vote without dissent.

ADJOURNMENT: At 9:13 p.m., moved by Councilman Eckhardt and seconded by Councilman McDermott, **"I move the Council adjourn."** Motion passed by voice vote without dissent.



Chet Olson, Mayor
City of Rochelle



Bruce McKinney, CMC
City Clerk, City of Rochelle