

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF POLO HELD IN THE CITY COUNCIL CHAMBERS, CITY HALL, 115 S. FRANKLIN AVE., POLO, ILLINOIS, MARCH 3, 2014.

INVOCATION:

Reverend Leslie Lake gave invocation.

PLEDGE OF ALLEGIANCE:

Mayor Doug Knapp led the Pledge of Allegiance.

CALL TO ORDER:

Mayor Knapp called the regular meeting of the Polo City Council to order at 7:00p.m. on Monday, March 3, 2014.

PRESENT: Alderman David Ackeberg, Alderperson Louise Hall, Alderman Matt McKeel, Alderman Troy Boothe, Alderperson Cheryl Galor and Alderman Randy Schoon. Also present was Mayor Doug Knapp, City Attorney Tom Suits and City Clerk Susie Corbitt.

ABSENT: None.

APPROVAL OF THE 2/18/14 MINUTES OF THE REGULAR CITY COUNCIL MEETING:

Alderman Dave Ackeberg made a motion to accept the minutes of the 2/18/14 regular city council meeting as presented, seconded by Alderperson Cheryl Galor. Ayes 6, nays 0. The motion carried by voice vote.

CORRESPONDENCE:

Mayor Knapp read a thank you from the Ogle County Solid Waste Management Department thanking the city for participating in the Christmas Lights Recycling program this year. Nine sites were used to collect lights and the proceeds of \$179.00 will be donated to the United Way of Ogle County.

COMMITTEE REPORTS:

Streets and Sidewalks:

None.

Finance & Ordinances:

Alderperson Hall reported on March 3, 2014 the city invested \$100,000 in a 12 month CD for the Sewer IEPA Loan at the First State Bank Shannon-Polo-Lake Carroll.

Police:

Alderman Matt McKeel stated we send our condolences to Officer Mark Otto's family with his recent passing away.

Sanitation:

None.

Buildings and Grounds:

Alderman Troy Boothe reported there will be a Zoning Board of Appeals Hearing held on March 18, 2014 at 7pm in city hall to hear a request from Mrs. Patricia Hoover and Ms. Holly Douglas to change the zoning from R-1 to R-2 at 507 N. Division Avenue.

The first meeting of the Code Review Committee was held on February 25th with members Mark Ebert (chair), Karen Bumsted, Wade Corbitt, Bryon Bowers and Jim Busser (Mr. Busser was absent at that meeting). Their regularly scheduled meetings will be held on the second Tuesday of the month at 5pm here in city hall.

Parks & Pool:

Alderman Cheryl Galor reported the first Park Board meeting was held on February 26th. Vern Shelter will be starting on March 17th for the season; he has some things to repair before mowing starts. Mr. Shetler has concerns with the condition of some of the concessions stands. Mayor Knapp reported the Ad Hoc Committee met last night and discussed this, feeling the park board needs to add this to the budget for repairs rather than put it in with the bath house project. Alderman Galor went on to report they are getting ready for applications for life guards and discussed possibilities of the life guards wearing identical swimsuits, or t-shirts in order to stand out better.

Water & Sewer:

Alderman Randy Schoon reported the cold weather has been hard on us reminding everyone to keep their water running for now. He reported several situations where the pipes froze twice after people decided to shut their running water off. This is to be done until the city gets the word out there to discontinue, which he said could possibly be until the middle of April.

City Clerk's Report:

City Clerk Corbitt reported she and the deputy clerk have been very busy supplying information to ICE Miller, who has been working on the refinancing and ordinances for the water tower bonds. City Clerk Corbitt spent 6½ hours at the court house between the GIS Mapping and the Records office scanning sewer maps last week. She hopes to get back over there this week again. This is going to be an extremely time consuming project to get ready for the entire infrastructure to be put into an electronic version for the staff's tablets. She reminded everyone that we are going into budget time and we will need to start setting up budget committee meetings.

Police Chief's Report:

None.

SAFETY AND ACCIDENT REPORTS:

None.

COMMENTS & QUESTIONS FROM THE PUBLIC:

Mr. Eric Morrow was present introducing himself as a candidate for the Republican Primary Election for Ogle County State's Attorney.

At this time Mayor Knapp stated we will address new business before unfinished business is done.

NEW BUSINESS:

A. Consideration & Possible Action on the Possibility of Discontinuing the Yard Waste Pick Up Provided by Moring Disposal.

Mr. Denny Pate was present with a request from Moring Disposal to make changes to the yard waste services provided to Polo. Based on the 35 times in 2013 that yard waste was picked up in Polo, it averaged 7.03 pounds per household. According to Moring Disposal this leads to unnecessary wear and tear on the streets and alleys of Polo. It also creates efficiency shortfalls for Moring's operations due to running the entire city, averaging only 3 tons a week picked up.

Moring Disposal is asking to pick up only the homes that sign up for the season and individually pay a seasonal rate of \$55 a year (One 65 gallon toter) and then they could combine a few towns in one day. They are asking that residents that use the service sign up through them for a weekly pick up from April through November each year. Additional toters would be available at \$35.00 each.

Alderman Matt McKeel stated if this is the way we want to do this then we need to have public feedback before we decide to proceed. Discussion was held that probably only one in ten households use the yard waste service. Mark Scholl was present stating he enjoys the yard waste program and used it weekly. He went on to say he was involved when he was mayor back when discussions were first in place for this contract, this was a free service that actually sold the original contract to the City Council at the time. Alderperson Galor stated that is what we signed up for and now you want to take it away, but understands the hardship on the roads.

Attorney Suits reviewed the contract and in two places it states the yard waste shall be picked up, which means they have to continue, but can petition the City to increase the rates. He said on Page 7, section D of the contract under A it states from the period of time beginning April 1, and ending November 30, each year the contractor shall collect properly prepared yard waste from the curb or alleyway from each home in the city with yard waste set out for collection on a weekly basis on Mondays. Attorney Suits does not feel you can discontinue the service but Moring Disposal may petition to adjust the rate on the basis of the actual change in the CPI, or unusual changes in its costs of operations due to revised laws, ordinances, regulations, or changes in the location or cost at area disposal sites.

Alderman Schoon stated he understands Moring's situation, but we need to look at our citizen's interest. Discussion of having two or three areas in town for citizen's to take the yard waste to for Moring to pick up, but felt this would get abused and become a dumping area. The feeling is that people will burn or put the yard waste in the regular garbage if they have to start paying for this service.

Mr. Pate stated maybe every other week could be a possibility or we could have people call so the drivers have an address to pick up. He has not run this by the powers to be at Moring Disposal. If they had a list then they could have a map for pick-up. Discussion on having a toter versus bags and cans was held. Mayor Knapp stated we need to come up with another committee meeting to continue discussions.

Discussion on without toter's it is the most dangerous job Moring does due to the weight of the yard waste bag and this increases their insurance cost along with workmen compensation claims due to this. He went on to say Larry Moring is open to any suggestions. Moring Disposal has an answering service that picks up all hours, sign up on website or call during working hours

for those requesting a pick up. Mr. Pate thanked the committee members, stating he appreciates the dialog held this evening and in previous meeting held.

UNFINISHED BUSINESS:

A. Consideration & Possible Action on the New Waste Water Treatment Plant Project Cost Summary and Approval of Willett, Hofmann & Associates Final Payment.

Mr. Matt Hansen from Willett, Hofmann & Associates reported the following:

	Project Budget:	IEPA Agreement:	Current Cost:
Construction	\$8,575,100.00	\$7,557,977.00	\$7,759,334.43
Contingency	\$ 630,000.00	\$ 226,739.00	\$ 0.00
Engineering Design	\$ 529,000.00	\$ 529,000.00	\$ 529,000.00
Engineering Const.	\$ 450,000.00	\$ 450,000.00	\$ 465,913.60
O & M Manual	\$ 15,000.00	\$ 15,000.00	\$ 24,989.90
Interest during Const.	\$ 100,000.00	\$ 100,000.00	\$ 165,000.00
Total Project Cost	\$10,300,000.00	\$8,878,716.00	\$8,944,237.93
Forgiveness/Principle	\$ 2,500,000.00	\$2,194,679.00	\$2,194,679.00
IEPA Loan Amount	\$7,800,000.00	\$6,684,037.00	\$6,749,558.93
Annual Debt Service			
Payment	\$ 444,000.00	\$ 379,800.00	\$ 383,600.00

Unused construction contingency balance is \$25,381.57.

Project fund balances (10/30/13):

IEPA Loan Replacement Funds:	\$ 818,810.19
IEPA Equipment Replacement Fund:	\$ 795,933.50
Total Balance:	\$1,614,743.69

The original project budget was when we went out for bids. In the project budget we had to place a violation notice for the East Oregon Street sewer issues. We were lucky to get the Oregon Street project in with this budget due to IEPA complaints. We used some of the 10% contingency and some of the moneys from the O & M manual line items that were originally budgeted. The contingency fund was 3% of the total cost of the project. The grant was 2.2 million, loan money was \$6,684,037.00, total cost now is \$8,944,237.93. Our annual debt payment is now at a total of \$383,600.00 per year. The rate structure was set to increase the rate immediately so as to fund the payback debt and invest in an equipment replacement fund. Two payments a year will be paid for \$383,600.00. No rate adjustments needed to be increased post project.

Mr. Hansen stated part of his reason to be present this evening is to ask for consideration on the O & M Manual cost and the final cost of the engineering construction fees. The O & M Manual is part of the requirements from the IEPA in order to get the loan at the end of the project. Alderman Schoon stated he has a problem with the manual that it will sit on a bench somewhere. He brought everything back to the city council and questioned why did Mr. Hansen not come back and tell us he was going to complete the O & M Manual instead of the employees. Mr. Hansen stated that is fine and they have worked in Polo way too long and does not want this to end on a sour note. He stated he should have come to us and asked for the additional funds,

but it needed to get done and the two water and sewer employees did not have the time to work on the O & M manual.

Discussion as held on the construction engineering cost at \$465,913.60 when it was budgeted at \$450,000.00. Mr. Hansen reported we ran into the issues with the gates, the contractor did change this out with the stainless steel gates, in which the city only paid for the gates. The contaminated tanks costs were additional at the old plant in order to do the demolition. A couple of valves on the clarifiers in the lab office building were added. They had to make sure the final punch list and the demolition of the old treatment plant were done correctly so this also added more cost, and took alternative bids on the demo which took additional time. Alderman Schoon stated the soil thing is understandable with the tanks at the old sewer plant, but he does not understand the punch list items. He felt that part of us hiring would be the engineers making sure things are done properly and feels this is part of what the city paid you for. Mr. Hansen reported it is to make sure that all the completed work meets their standards, they need to do a complete walk through when a project is completed and if they have not completed the project properly then they have to make sure it is resolved in order to release the contractor before final payment can be approved. He went on to say some are very small, but other items after start up can be more serious, which is only done in the best interest of the city. Alderman Schoon used the example of that with the sluice gate issues from 2012 until 2013. Willett, Hofmann gave the contractor plenty of time to resolve, but finally told them it would have to be changed out and then we put our foot down. Alderman Schoon stated we paid additional for the engineering for the sluice gates and looked at what these gates cost the city, with draining the plant and additional man hours. Mr. Hansen replied that using the fiberglass gates was his idea to save the city money. Alderman Schoon said the men are still out there daily fighting the ice issues; we are in northern Illinois and now may have to put covers over the clarifier areas. Mr. Hansen reported they have plants without the covers, which have not had this problem. He said our old clarifier did not have a cover and we never had an issue. He said there are some that have covers and others without them throughout northern Illinois. Mr. Hansen was not aware the employees were still having issues and said he would call Mike Gauthier tomorrow.

Alderman Schoon stated there may be a day we have to place the cover on the outer rings due to the phosphate and effluent. First and foremost we need to try and take care of this in the oxidation ditch to slow the flow down. Cost is \$65,000 for one cover. Mr. Hansen stated we are so under loaded and only running a single clarifier, so if we are only running one digester we could cover just one. Alderman Ackeborg stated this is not something we need to address right now and let's wait and see what our winter is like next year. Alderman Schoon asked Mr. Hansen to speak with Water and Sewer Superintendent Mike Gauthier about using a torch to unfreeze the fill line. Mr. Hansen did say if you want to add the cover on the clarifiers or digesters there should be some room in the budget to get that done and he can check with the City Clerk to see what is in the equipment replacement funds.

After lengthy discussion Mr. Hansen stated he has worked with the city much too long and has had an extremely good working relationship, so he will waive the additional costs for the O & M Manual and the engineering construction.

Mayor Knapp stated he appreciates Willett, Hofmann working with us to waive these additional costs and thanked Mr. Hansen. Mr. Hansen stated when everything is completed at the new waste water treatment plant and the weather is better that they plan on holding an open house out there.

OTHER BUSINESS:

Discussion was held on Chief Christen expressing his opinion that the Police should be allowed if scheduled to work on a holiday, but decide to take a 12 hour vacation day that they would be paid for the 12 hours of vacation pay on top of the 8 hours of pay for the holiday or be paid for a 20 hour work day when they have not physically worked.

After lengthy discussion consensus of the City Council is to abide by the current employee handbook that does not allow adding vacation time on top of holiday time.

Alderman Dave Ackeberg made a motion adjourn out of regular City Council meeting at 8:47p.m. on March 3, 2014, seconded by Alderman Randy Schoon. Ayes 6, nays 0. The motion carried.

Respectfully submitted,
Susie Corbitt, MMC