

**MINUTES**  
**April 17, 2018**  
**Committee of the Whole**  
**City of Batavia**

Please **NOTE:** These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

Chair Brown called the meeting to order at 7:04pm.

**1. Roll Call**

**Members Present:** Chair Brown; Ald. Russotto, Atac (entered at 7:07pm), Stark, Chanzit, Wolff, O'Brien, Callahan, Meitzler, and Uher

**Members Absent:** Aldermen Salvati, Malay, Cerone, McFadden

**Also Present:** Mayor Schielke; Chief Eul, Batavia Police Department; Laura Newman, City Administrator; Gary Holm, Director of Public Works; Rahat Bari, Engineer; Anthony Isom, Administrative Assistant to the City Administrator; and Jennifer Austin-Smith, Recording Secretary

**2. Approval of Minutes for March 20, 2018 and March 27, 2018**

**Motion:** To approve the minutes for March 20, 2018 and March 27, 2018

**Maker:** Chanzit

**Second:** Stark

**Voice Vote:** 9 Ayes, 0 Nays, 5 Absent  
Motion carried.

**3. Items to be Removed/Added/Changed**

There were no items to be removed, added or changed.

**4. Matters from the Public (For Items NOT on Agenda)**

There were no matters from the public at this time.

\*Alderman Atac entered the meeting.

**5. Consent Agenda**

(The Consent Agenda is made up of items recommended by city staff that requires recommendation to the full City Council by the COW. This agenda is placed as a separate item on the COW agenda. The items on the Consent Agenda are usually minor items, already budgeted, standard non-policy activities or outgrowths of earlier meetings and are voted on as a "package" in the interest of saving time on non-controversial issues. However, any council member may, by simple request, have an item removed and placed on the "regular" agenda.)

- a) **Resolution 18-49-R: Requesting a permit from IDOT for closure of various roadways for 2018 Triathlon (Gary Holm 4/6/18)**
- b) **Resolution 18-50-R: Requesting a permit from IDOT for closure of various roadways for 2018 Farmer's Market (Gary Holm 4/6/18)**
- c) **Ordinance 18-25: Declaring Surplus Property (Scott Haines 4/10/18)**

**Motion:** To approve the Consent Agenda as presented  
**Maker:** Wolff  
**Second:** Meitzler  
**Voice Vote:** 10 Ayes, 0 Nays, 4 Absent  
Motion carried.

**6. Resolution 18-51-R: Budget Amendment for Household Hazardous Waste Program (Scott Haines 4/10/18) CS**

Wolff summarized the memo. Holm noted that the funds are in the General Fund reserves. O'Brien stated that this is a start in the right direction. We need to dispose of this waste intelligently and keep it out of the landfills. Wolff stated that he would be interested in the cost for a large event one or two times a year. Holm stated that a large event would be very costly and gave examples of nearby programs, such as the one in Naperville. Callahan stated that he would not support this resolution because he would like to know the numbers and not what it possibly could be. He would like hard numbers to be able to make a fully informed decision. He feels he is not fully informed and based on that he is not supporting this. Atac stated that we could start this program and get the data and then decide if we want to continue with this program or do something grander. Callahan clarified that he is not against this as to what needs to be done, he feels it is far too inadequate, we are spending \$35,000 on 300 potential pick ups. He would like to be able to make an educated decision on what would make the largest dent possible and accomplish the goal of getting hazardous material out of peoples' houses. He feels that we are aiming way too low to look like we are doing something.

Meitzler and Atac asked staff to research the costs of a larger scale hazardous waste drop off and report back to the Committee.

**Motion:** To recommend approval of Resolution 18-51-R: Budget Amendment for Household Hazardous Waste Program in the amount of \$35,000  
**Maker:** Stark  
**Second:** O'Brien  
**Roll Call Vote:** **Aye:** Stark, Chanzit, Wolff, Brown, O'Brien, Meitzler, Uher, Russotto, Atac  
**Nay:** Callahan  
9-1 Vote, 4 Absent, Motion carried.

**7. Approval: Reject all bids #18-008, 2018 Tree Trimming Bid and Rebid (Brian Bettin 4/12/18) CS**

Holm reported that we have had Asplundh Tree Experts trim for us for the past 5 years, at the end of the 2017 Asplundh notified us that they would not be bidding for the 2018 Tree Trimming program for Batavia, Geneva or St. Charles. The reason was that they were expecting a large

influx of work from ComEd and would not have crews available for our communities. Naperville Electric contacted us to see if we would like to go together on one bid document with separate bid packages for each community. When bids were opened there was only one bid and that was Asplundh Tree Experts. We have \$150,000.00 budgeted for 2018 tree trimming and Batavia's part of this bid was \$747,698.80. Therefore, staff recommends rejecting all bids (Batavia's portion) and rebidding the project.

**Motion:** To reject all bids #18-008, 2018 Tree Trimming Bid and Rebid  
**Maker:** Chanzit  
**Second:** Atac  
**Voice Vote:** 10 Ayes, 0 Nays, 4 Absent  
Motion carried.

#### **8. Discussion – McKee Street and Batavia Ave. Pedestrian Crossing (Gary Holm 4/4/18)**

Holm conducted a PowerPoint presentation and discussed the following information:

- Rectangular Rapid Flashing Beacons (RRFB) with Federal Highway Administration (FHWA) Approval Status
- Staff recommends two step IDOT Permit process:
  - Initial Permit to reinstall RRFBs
  - Second Permit to install enhancements
- Zero Cost for Re-Installation of RRFBs
- No funds budgeted for enhancements
  - Estimated at 110k to 150k per intersection

#### Batavia/McKee Traffic Signalization

- Traffic Count & Analysis Costs – 5k to 10k
- Complete engineering costs – 50k to 90k
- Construction Costs – 200k to 300k
- Traffic signal would need to meet warrants
- Traffic signal would need IDOT approval

#### Batavia/Houston Pedestrian Crossing

- IDOT denial of designating Houston as a pedestrian crossing point
- Recommendation to utilize signalized crossing at Wilson Street
- Currently have an ongoing study of pedestrian crossings on four lane roads. Will not approve crossings on four lane roads until the study is complete.
- The answer for now is no crossing at Houston. They do want to force people to use Wilson.

#### Batavia Avenue Speed Study

- Mayor letter to IDOT requesting speed study (letter in packet)
- Request to relocate 30mph speed zone north to North Avenue

Discussion by COW regarding the RRFBs was held after the Batavia Avenue streetscape discussion held in agenda item number nine.

## **9. Discussion – Batavia Avenue Streetscape (Gary Holm – no memo) CS**

Holm presented on the streetscape.

### Batavia Avenue Road Diet

- No action taken
- Comprehensive traffic study and analysis required
  - Estimated to cost \$50k to \$100k

### Near – Term Issues

- Deterioration of Concrete Paver Bricks
- 2018 Sidewalk Program
  - Replacement of brick sidewalk with concrete – south side of Wilson Street between Batavia Ave. and Gammon Driveway
- 2018 Budget
  - Funds to replace brick sidewalk with concrete – west side of Batavia Ave. between First Street and Wilson Street

### Long-Term Planning

- Altamanu Streetscape Framework
  - Prioritization of North River, Houston and Wilson
  - Batavia Ave and Water St. designated as future projects
- ITEP funding
- Main Street Project/Blue Goose Development (which didn't go forward)
- TIF Funding – Minimal funding available in next 5 years. Block between Wilson and First not eligible for TIF funds

The COW discussed long-term planning of the streetscape. Chair Brown stated that the first thing that needs to be done is to figure out how this would be funded and then planning. Holm explained that over the next five years the TIF funding would be minimal and the funding would more than likely come from the General Fund.

The COW discussed the RRFB. Meitzler commented that he was willing to give the flashing beacons a chance. He still feels like they give a false sense of security and they confuse the drivers. He is not in favor of putting those signals back up. If we are considering putting the signals back up with the overhead masts at the earlier notification 250ft out, that might be better. However, he is weary of spending \$100,000-\$150,000 on this chance when he would rather see that money put towards a streetscape study that would at least have some prior history of knowing that it has been successful for a longer term. Chair Brown and O'Brien concurred. Chair Brown stated that we could direct staff to apply for the permits but that does not mean that we have to put them up. Staff could then analyze the TIF to give us some information on funding. Then we could make the decision on whether we want to move forward with streetscape and planning or do we want them to put up the RRFB. There is no cost to apply for the permits.

O'Brien agreed. We could file the application and if we don't act on it we don't act on it. Newman noted that the IDOT is doing a study on how four lanes of traffic could safely be crossed and stated that it might behoove the City to wait and see what that study identifies. Currently, IDOT's decision has not been made and there is a possibility that HAWK signals would not be permitted. Mayor Schielke commented that there is a lot of construction with new residences as well as more jobs being proposed at Fermi Lab that will generate even more traffic within the next five years. Doing a traffic count now may be obsolete in five years once the construction and new jobs are established.

**Motion:** To proceed with the permits as recommended by staff

**Maker:** Callahan

**Second:** Russotto

**Roll Call Vote:** **Aye:** Callahan, Meitzler, Uher, Russotto, Atac, Stark, Wolff, Brown, O'Brien

**Nay:** Chanzit

9-1 Vote, 4 Absent, Motion carried.

#### **10. Discussion – Batavia Dam/Riverfront (Gary Holm – no memo) CS**

Holm presented a PowerPoint presentation to the Committee with the following information:

##### North Batavia Dam

- Inspection report completed in Nov. 2016
  - Recommendations for structural maintenance repairs
  - Recommendations for signage and lighting
  - Insurance coverage pending

##### Structural Maintenance Repairs

- Limited risk for catastrophic failure
- Higher potential for failure due to deterioration
- Structural Repair to eliminate east breach
- Concrete spillway repairs
- Modification to reduce/eliminate boil potential
- Abutment repairs
- Estimated cost in the range of \$2M to \$3M

##### Signage/Lighting

- Engineering plans finalized
- IGA and Private property agreements in progress
- Army Corps permit received
- IDNR permit pending
- May bid letting, June Bid opening, July/August construction
- Lighting on dam itself

##### Past Planning Efforts

- December 2000 comprehensive report
- Summary of multi year study process

- Alternatives discussed
- Artist rendering of alternative 4a

#### Current Planning Efforts

- 2015 Riverbank Stabilization study
- Funds budgeted for utility protection only
- Included in 2018 budget
- Pending private property easement negotiations

#### Future Planning Efforts

- Dam/Depot Pond Preservation
- Riverbank stabilization
- Riverbank recreational enhancements
- Business development
- Regional trail extensions

Holm summarized the dam options: take out the dam and preserve the pond, take out the dam and don't preserve the pond, or repair the dam. Brown suggested that City staff have a conversation with IDNR to get the answer of whether or not the dam, that we do not own, could be repaired. If that is not an option then we do not have to consider repairing the dam anymore. Holm stated that he expects to get a fairly quick answer on that.

Newman announced that a joint meeting with the Park District and Committee of the Whole is being scheduled. Agenda items would be master planning for regional trail extensions and preservation of the depot pond. Chair Brown asked that the joint meeting be held after the answer from IDNR is received. Chair Brown asked for the plan for the dam lighting to be sent to him. Holm stated that he would send that information out.

Chair Brown asked for the LED light on the American flag outside of the City Hall be fixed. Holm stated that they have been replaced but the lights do go out often. Chair Brown asked for a new fixture be put in place. He would appreciate it if the light becomes fixed.

## **11. Project Status**

Newman reported on the following:

- The auditor's survey responses found that there were some City Council members who were not sure of the internal controls that we have. In the beginning of March a checklist for all the internal controls measures that we have were sent out to Council members from Peggy Colby. Peggy Colby resent them and asked that all City Council members review them. That way, the next time we do an annual check everyone would be aware of what those internal controls are.
- Francine Popeck, wife of the late Bob Popeck, former police chief, contacted the City regarding three Batavia-produced windmills in their yard. Newman shared the former police chief and his wife assisted greatly with the collection of the windmills in our town. He and his wife also found parts for maintenance and care of the windmills. One of the three Batavia-produced windmills in their yard is an Appleton. The Appleton windmill was manufactured in this building and is one of only three remaining. Francine contacted the City to see if we were interested in obtaining them. Newman stated that she asked for

a proposal and will bring it to the Committee to see if the Committee is in favor of adding those windmills to our collection.

- Batavia MainStreet received grant money for a wayfinding project. Given the fact that we decided to put the branding project on hold Batavia MainStreet would like to move forward with this project with their existing branding. Newman asked if this should be placed on a future COW meeting agenda for discussion. The consensus of the Committee was in favor of putting this onto the agenda. Chair Brown recommended that staff be involved and Newman stated that they would.
- Buzz Miller is gifting the City with a sculpture in honor of his wife, Linnea Miller. There will be a meeting with the Park District and staff for locations for that sculpture. Buzz Miller would commission and donate the sculpture to the City.

## **12. Other**

Stark suggested that we have conversations on the strategic plan and long-term planning to make the best use of the Committee's time going forward. Stark stated that we need a plan. Newman reported that once the results from the community survey are in then we would move forward with scheduling a special meeting to discuss the strategic plan. She is anticipating the fourth Monday in May.

Newman announced that now is the time for the annual Department Head appointments. She stated that at a previous COW it was asked to have a discussion before the appointments are made. She stated that there is an Executive Session scheduled tonight if there are any individual appointments to discuss. There were no individual appointments to discuss so the Executive Session was cancelled. Mayor Schielke noted that there are four people absent tonight and all should be part of this discussion. Newman stated that she would put this onto the next agenda. Chanzit and Russotto stated that they would like to defer to the Mayor's recommendations and would not like to be a part of this process.

Atac asked if we have discussed as a Council or if public utility discussed having a call system in place if the power goes out. Holm stated that this has been discussed over the years. Holm explained that a formal call system is extremely expensive and the cost gets passed on to the customers. We are trying to keep our rates as low as possible. We don't have the system capabilities or personnel to do that. It is financing and personnel issue. The Committee considered ways in which the City could utilize the advances in social media to reach more costumers and residents and how the Communications Coordinator could assist in facilitating more communication to residents.

## **13. Executive Session: Personnel**

The executive session for personnel, scheduled for discussion on Department Head appointments, was cancelled because it was not needed at this time.

## **14. Adjournment**

There being no other business to discuss, Chair Brown asked for a motion to adjourn the meeting at 9:50pm; Made by O'Brien; Seconded by Uher. Motion carried.

Minutes respectfully submitted by Jennifer Austin-Smith