



Rock Island County
1504 Third Avenue
Rock Island, IL 61201
(309) 558-3605

Public Works Committee Minutes
Wednesday January 13, 2016 2:00 pm

The Public Works Committee of the Rock Island County Board met at the above date and time in the Conference Room of the Administration Office on the second floor of the County Building, 1504 Third Ave, Rock Island, IL. Chair Larry Burns called the meeting to order at 2:00 p.m. Minutes as follows:

1) Call to order and roll call

Committee members present: Chair Larry Burns, Jeff Deppe, Ed Langdon, Mike Burns, Chris Filbert, Bob Westpfahl, Don Johnston

Committee members absent: None

Others present: Dave Ross, Kenneth Maranda, Greg Thorpe, April Palmer, Jerry Clyde, John Massa, Fred Neece, Louisa Ewert, Josh Boudi

2) Approval of minutes from the December 9, 2015 meeting

Motion to approve: Ed Langdon

2nd: Jeff Deppe, Chris Filbert

All in favor

Motion carried: Yes

3) Public Comments

There were no public comments.

4) Consider approval of claims

Motion to approve: Mike Burns

2nd: Jeff Deppe

All in favor

Motion carried: Yes

5) Consider approval of treasurer's disbursements (TDs)

Motion to approve: Jeff Deppe

2nd: Chris Filbert

All in favor

Motion carried: Yes

6) Consider transfers of appropriations

- a. General Fund, \$154.44 from Operating Supplies to Travel; \$1,609.70 from Travel to Salaries/Wages; \$593.15 from Travel to Uniform/Clothing
- b. Motor Fuel Tax Fund, \$214.35 from Operating Supplies to FICA/Medicare
- c. GIS Fund, \$2,717.59 from Outside Contractual to Salaries/Wages
- d. Highway Fund, \$14,510.00 from Employee Health Benefits to Employee Health Benefits; \$50,000.00 from Salaries/Wages to Salaries/Wages; \$4,000.00 from FICA/Medicare to FICA/Medicare
- e. Bridge Fund, \$10,817.40 from Outside Contractual to Outside Contractual

Motion to approve 6a-6e: Jeff Deppe

2nd: Ed Langdon

All in favor

Motion carried: Yes

7) Consider appropriation resolution(s) for funds

- a. Fund #103, \$101,658.28 from FY15 (\$97,095.00 from Mach. & Equip. over \$5,000 and \$4,563.28 from Small Tools & Equip. Under \$1,000) in Highway Fund #103 to FY16
- b. Fund #103, \$97,095.00 from Unappropriated Funds in County Highway Fund #103 to Mach. & Equipment over \$5,000
- c. Fund #103, \$4,563.28 from Unappropriated Funds in County Highway Fund #103 to Outside Contractual

Motion to approve 7a-7c: Chris Filbert

2nd: Jeff Deppe

All in favor

Motion carried: Yes

8) Review and award bids received on Monday, January 11, 2016

Stone Bids

Mr. Massa explained that this was the yearly stone bid for the County and townships. The three bidders were Riverstone, Mill Creek, and Wendling and they bid based on the area where the townships are located. It's based on unit price of the rock and distance from the quarry to the center of the township, which affects their haul rate. Riverstone has most of the bids. Mill Creek Mining had one bid in Area 10 for seal coat aggregate and Wendling Quarry had a bid for Area 1 for aggregate surface. Ms. Filbert pointed out that Riverstone is cheaper for everyone. Mr. Massa explained that for Drury to go all the way to Riverstone was 27 miles, and there was quite a difference at 25 cents/mile.

Mr. Maranda asked if all the riprap still comes out of Midway. Mr. Massa explained that they changed it in the last couple of years and a lot is coming out of Allied now. Mr. Maranda asked if Millcreek's quarry stone comes from that. Mr. Massa explained that it's a different classification.

Mr. Ross asked for clarification that they will be awarding 14 separate bids since no one bid the 15th one and asked if the low bids were the ones with the asterisks. Mr. Massa confirmed.

Motion to accept low bids 1-14: Jeff Deppe

2nd: Mike Burns

All in favor

Motion carried: Yes

Mowers:

Mr. Massa explained that they took a silent bid for the mowers they talked about last year and only got one bid. One mower got bid at \$7,001. There was a minimum bid of \$7,000. They sold that one and have one left. He suggested that they could take it down to Dale Jones in March for auction. He added that he received a call yesterday after the bid was over from someone interested, but he's not sure if at this point he can sell it without re-advertising. He noted that it's out front with a for sale sign on it, so it is being advertised that way. Mr. Westpfahl suggested putting it back in the yard and waiting until mowing season. Mr. Massa agreed that they could do that and noted that that's why they were thinking with going to Dale Jones in March.

Mr. Larry Burns asked if the guy who called made an offer. Mr. Massa said he wanted to take a look at it. He told him they had a minimum bid of \$7,000. Mr. Maranda thinks he could settle for the same price and not rebid. Ms. Filbert asked if there was a bid opening and thought they'd have to redo it. Mr. Ross said they could confirm with the State's Attorney's Office what to do. Mr. Massa added that they aren't out anything by keeping it until March or April and explained that if they take it to auction, they can still put a minimum bid on it. He noted that it's the same thing, in his opinion, as when they put trucks out with for sale signs on them without putting them in the paper.

9) Consider Ordinance for the Establishment of an Altered Speed Zone

Mr. Massa explained that they were asked by Blackhawk Township to do a speed study. They did one and came up with posting it at 40 mph. He explained that the County Board has to approve all altered speed zones. Mr. Westpfahl asked what portion of the road this is for. Mr. Massa explained that it will go from 85th Avenue West up the hill for a mile and a quarter, past the gun club a ways – basically until Bowling Township.

Mr. Maranda asked what the traffic count was. Mr. Massa wasn't sure because they only did a speed study.

Mr. Westpfahl asked what the purpose was. Mr. Massa explained that anytime a commissioner thinks the speed is too high, they can request them to check it. Mr. Massa thinks they had some accidents there and noted that there are some sharp curves. They did a review before and the committee recommended some curve signs.

Mr. Langdon asked what the speed limit is now. Mr. Massa explained that if it's not posted, it's 55.

Mr. Westpfahl noted there was a bad accident there where three people were killed and one went to jail.

Motion to approve: Bob Westpfahl

2nd: Jeff Deppe

All in favor

Motion carried: Yes

10) Consider Resolution for Improvement by County Under the Illinois Highway Code

Mr. Massa explained that this is a Motor Fuel Tax resolution for \$10,000. They have a rural sign upgrade program project which is basically a grant that pays up to \$25,000 in signs and signposts for each applicable agency. Theirs was bid at about \$32,000, so they'll have to pay the additional \$7,000. He made the resolution for \$10,000 to pay out of Motor Fuel Tax.

Mr. Mike Burns asked if the state has been sending any money. Mr. Massa said they have been and they're up to date on those. Mr. Deppe asked if they're up through January. Mr. Massa clarified that they're up through December and that it's usually a month behind.

Motion to approve spending up to \$10,000 from MFT to make up difference: Ed

Langdon

2nd: Jeff Deppe

All in favor

Motion carried: Yes

Ms. Filbert asked if this is out of the county portion or township portion. Mr. Massa explained that it's just for county. The townships all came in under \$25,000.

11) Consider Special Use Permits

a. Special Use Permit #SU-16-202, Greg Gierlus, Drury Township

Mr. Thorpe explained that this was a Special Use Permit for a rural residential building lot. There were no objectors. ZBA recommendation was to approve.

b. Special Use Permit #SU-16-201, Jody & Amy Peterson, Blackhawk Township

Mr. Thorpe explained that this is the one that last month the committee ordered back to the ZBA. After re-hearing it and some discussion, the ZBA unanimously granted the request. Mr. Thorpe noted that two of the neighbors didn't show up and one showed up in support. He added that it was one of the better zoning cases he's ever had and at the end, the neighbors gave each other hugs.

Motion to approve items 11a and 11b: Mike Burns

2nd: Bob Westpfahl

All in favor

Motion carried: Yes

12) Reports to the Committee

a. Condition of Funds – Ms. Palmer

Ms. Palmer explained that with it being the end of the old FY and the beginning of the new one, they have some duplicate reports. She also noted that there are two sets of TDs that need to be signed.

Ms. Palmer explained that there are two reports for trial balance or budgetary standings. The first is for the November 30, 2015 closeout, which sums up most of the expenditures. It has the final payroll that occurred and got backdated for November time worked and some claims that came in December and got put in the system to be paid out for old FY services and goods. They got some invoices a bit later and are getting those paid. They can backdate those to the applicable old year revenues/expenses.

Ms. Palmer noted that some funds were way underspent and have a lot of budget left. She explained that sometimes, that creates a situation where they need to move the balance forward because of timing. That includes the approved changes from Mr. Massa's timing issue, which the committee was already aware of. They're moving that amount from the old FY, which shows in positive form in the new FY so he can spend those dollars in the new FY budget.

For the new FY, the trial balance includes that amount so Mr. Massa can make the new equipment purchases the committee already approved. Ms. Palmer explained that all budgets should be at 92% or higher, except for money-in/money-out grant ones, which are not an issue. She noted that one is over because of moving money forward from the old FY that wasn't able to be spent on equipment items because they weren't in our hands by November 30.

Ms. Palmer explained that cash has one report because we don't have different bank accounts for different FYs; we keep cash rolling. As of December 31, the cash balance for the GF was \$173,000, which includes all old and new FY expenses. Ms. Palmer noted that all loans and transfers were paid at that point. Revenue for the FY was down about half a million compared to last year, but expenditures were about the same. She explained that even though the Board approved an increase of about half a million dollars for the GF as a whole, it was kind of a wash with revenues being down and the fact that we didn't utilize the extra money, which does affect cash. Ms. Palmer pointed out that the highway fund itself is lower than last December 31 because project expenses were greatly increased in FY15. She noted that GIS is taking some time to recoup, but hopefully things are moving in the right direction now and it's not much lower than last year.

Ms. Palmer reported today's GF cash at \$876,900.

For the November 30, 2015 closeout, the current fund balance is a tiny bit higher than last year. Ms. Palmer explained that we had about a \$1.3 million decrease as predicted, but the budget amendments through the year increased the deficit by about half a million. She noted that some departments were way under-budget: Sheriff and Circuit Clerk. Ms. Palmer explained that we still have 30 days left as of the time of this report to collect revenues. She is more inclined to believe we'll get the \$553,000 in revenues not yet received than that we'll use the budget expenses of \$1.051 million that haven't been made. She explained that payroll has been done, invoices have come in, and nobody's making any more purchases. A trickling few may come in for payout, but she does not anticipate the fund balance being much lower than where it is. She expects it to grow some.

Ms. Palmer explained that we budgeted a \$2.810 million deficit for FY16. She hopes to see that current fund balance have at least \$2.8 million so we still have money to collect to cover that deficit. She noted that since we do have time and can make expenses, she does her reporting conservatively just in case. The total that will carry over to the new FY fund balance report is the worst case scenario. She puts it that way in the report until she knows exactly what the actuals are going to be next month for spending through January 31, which completes the 60 days. The current fund balance would be horrible and the unappropriated fund balance would be way, way up. Ms. Palmer does not see that happening, but likes to report what could happen. Ms. Palmer pointed out that everyone else going down the line in both the old and new FYs has kept a 3-month reserve all the way up to the end, which is a wonderful thing to accomplish.

Ms. Palmer reported that they can still collect State of Illinois payments in January and backdate them. Taxes are collected up through September. She noted that if

the state pays in January for either or both of the remaining months, she'll include that as revenue. If it comes in after February 1, it won't be recorded as revenue and won't affect our fund balance. It will have to be included as revenue for FY16. Ms. Palmer reported that she did not receive a probation officer salary reimbursement in December, but was told that we have gotten one in January, which brings us up through September. If another comes in January, we can backdate it and it will be applicable to October.

For the Budget by Organization Reports, Ms. Palmer asked the committee to pay attention to the dates on top. She explained that the numbers come from there for her fund balance reports. These show the department-by-department breakdown of who collected what revenues and who was under budget spending. Sheriff was 300-some thousand under budget. Circuit Clerk was proportionately under budget.

Mr. Westpfahl asked what the final figure on the early retirement wound up costing us. Ms. Palmer deferred to Mr. Clyde, who did not have the numbers yet. Ms. Palmer asked if he knew when he could get them. Mr. Clyde explained that he was working with Dave on them and can't answer at the moment.

Motion to approve report: Jeff Deppe

2nd: Ed Langdon

All in favor

Motion carried: Yes

b. COB Maintenance

Mr. Maranda reported that the boiler's now working pretty nicely and the colder it is, the better it works. He noted that Mr. Ross was walking around with the elevator guy the other day but didn't know why because the inspection was done. Mr. Clyde explained that it's part of his 5-year capital improvement plan. Mr. Ross elaborated that the elevator people were here earlier this week so he could understand any long-term elevator maintenance issues that we need to budget for the next 5 years. He's working on the capital improvement plan, which is coming along nicely and should be done in the next couple of weeks.

Ms. Filbert noted that they received a county magazine a couple of weeks ago about courthouse grants that are available and asked if we are going to pursue anything like that. Mr. Ross said that we will always pursue any grant we're aware of. He didn't get the magazine Ms. Filbert was talking about and asked if she could get him the information and he will certainly look at it.

Motion to approve report: Ed Langdon

2nd: Chris Filbert

All in favor
Motion carried: Yes

c. Geographic Information Systems – Mr. Boudi

Mr. Boudi reported that they finally installed new GIS software at the highway department except at Mr. Neece's office.

He noted that revenue for December was better than last year, \$17,429. He is hopeful for it to improve once warm weather hits.

Mr. Boudi has the farm bureau plat books. It cost him \$75 to get the digital copy from Rockford Map, which gives him unlimited license to print as many copies as he needs. He noted that they're pretty nice. They have the parcels with the landowner names and on the other page they have aerial photography. Mr. Boudi brought a couple with him and offered to print one for anyone on the committee who wants one if they call or email him.

Motion to approve report: Jeff Deppe
2nd: Ed Langdon
All in favor
Motion carried: Yes

d. Zoning and Building Safety - Mr. Thorpe

Mr. Thorpe presented his monthly report. He noted that it was really similar to the prior year.

Motion to approve report: Chris Filbert
2nd: Mike Burns
All in favor
Motion carried: Yes

e. Public Works – Mr. Massa

Mr. Massa explained that they're working on a couple of projects. On CH-46 near Port Byron is a truck access route program that they'll get money to assist with what they're doing. That is kind of like what they did with CH-70: put a surface on it, repair the shoulder, etc.

They're also doing work on the hill that passes the Forest Preserve headed toward Illinois City. They received some money a couple years ago to do erosion repairs. There's a lot of erosion, so they're doing some work to the surface and the embankment.

Mr. Massa noted that he's had a couple of requests to do a speed study on CH-46. The Sheriff's Department called him about it as well as some property owners along there. It's just the section in city limits. Once the weather breaks and their workload decreases a little, they'll get out and do some studies.

Mr. Massa reported that they had some negative publicity, which Mr. Westpfahl brought up. They were burning some brush piles out by Ridgewood. A property owner called a couple of times and said they weren't doing the work he expected. They discussed it with him and we're working with him.

Mr. Westpfahl asked where they're at on the road project study near Snowstar. Mr. Massa explained that they have a meeting with Missman, Inc. next Tuesday and they'll show what they've done so far. They've done aerial review and survey work. All he's received so far is a bill. For the first month it was about \$20,000. He explained that they did a lot of fieldwork and sent a letter out to property owners. They're supposed to present some maps and a couple of options of ways to go when they meet with them. Mr. Westpfahl asked who is meeting. Mr. Massa said it's the two road commissioners, Mr. Larry Burns, Mr. Oelke, and Mr. Thorpe.

Motion to approve report: Ed Langdon

2nd: Chris Filbert

All in favor

Motion carried: Yes

13) Committee member opportunity for brief comments (*no decisions will be made*)

There were no comments.

14) Adjourn

Motion to adjourn: Bob Westpfahl

2nd: Don Johnston

Meeting adjourned at 2:40 p.m. by Chair Larry Burns.

Future scheduled meetings on February 10, March 9,
April 13, and May 11