

**STREETS & GRADES COMMITTEE MEETING
AGENDA
APRIL 18, 2016 6:00 P.M.**

- I Call to Order/Roll call of Members and Staff**
- II Recognition of Guest Alderman**
- III Recognition of Other Guests**
- IV Public Participation**
- V Approval of Minutes from March 21, 2016**
- VI Director of Public Works**
- VII Old Business**

- VIII New Business**
 - 1) Phase II Storm Water Permit**
Consider approval for RJN Group in the amount of \$1,500.00 to perform Engineering Services (NPDES)
- IX Miscellaneous/Aldermanic Discussion**
 - 1) Dutch Hollow Bridge Update**

STREETS & GRADES COMMITTEE MEETING MINUTES
6:00 P. M. MONDAY, MARCH 21, 2016
Second Floor Conference Room- City Hall

IN ATTENDANCE	Alderman Paul Seibert
CHAIRMAN	Alderman Ken Kinsella
MEMBERS	Alderman Mike Buettner
	Alderman Kent Randle
	Alderman Roger Wigginton
	Alderman Phil Elmore
	Alderman Raffi Ovian
	Alderman Ed Dintelman
ABSENT	Chuck Schaeffer, Director of Public Works
STAFF	Tim Gregowicz, City Engineer
	Mike Parks, Assistant Director of Public Works
	Dean Hardt, City Treasurer
GUEST ALDERMEN	Alderman Bob White
ATTENDING	Michael Hagberg, Belleville, IL
	Karen Alms, Belleville, IL
	Karzan Bahaaldin, TWM-inc
	Tony Erwin, TWM-inc
	Roger Osthoff, Volkert, inc

Alderman Seibert called the meeting to order at 6:00 P.M.

Alderman Kinsella made a motion to approve the minutes from February 16, 2016. seconded by Alderman Wigginton. Alderman Ovian made a correction to the minutes, Karen Alms address should be 4105 S Park Drive instead of 4804 S Park Drive.

Public Participation.

Michael Hagberg, began discussing about the condition of a patching job done at W Main and 14th. He brought up bad patching job that have been done by the utility companies when they have done repairs. 1823 Raab avenue is another patch that was done poorly. Hagberg stated that many roads are in poor shape because utility companies are not patching properly. The City should look into setting up procedures for inspections to occur after work is done.

Karen Alms, stated she was present last month about drainage issues behind her house. Tim Gregowicz stated that her address is on the list for repairs. Discussion took place over types of funding available to repair this issue. Ahlms made a suggestion that since the sewers are packed to the max with leaves and debris, that they get cleaned out to help with that issue. Ahlms provided pictures of the curbs in near her address and

compared to three blocks over near memorial. Alderman Oviaan asked what if the ditching solution doesn't work. Tim Gregowicz stated that if it becomes a bigger issue that becomes bigger than the ditching program can handle may have to be designed.

Public Works Department

New Business

1) Tim Gregowicz, City Engineer stated that this was to approve the low bidder Haeir Plumbing for the North End Retaining Wall in the amount of \$75,244.00. The retaining wall runs along the bike trail and under 159. Six bids were received for this project. The Engineers estimate was \$101,000.00 and the low bid was \$75,244.00. Two bidders came in under the engineers estimate. Gregowicz stated that he would recommend Haeir Plumbing. Alderman unknown made a motion to approve the low bidder Haeir Plumbing for the North End Retaining Wall in the amount of \$75,244.00. Alderman Kinsella seconded the motion. All members present voted aye. Motion carried.

2) Tim Gregowicz, City Engineer stated that this was to approve the low bidder Stutz Excavating for the Nichols Center Retaining Wall in the amount of \$49,940.00. This project was budgeted for \$60,000.00. Engineers estimate was \$54,000.00. Stutz Excavating came in just under 7% under estimate. Gregowicz stated that he would recommend Stutz Excavating. Alderman Wigginton made a motion to approve Stutz Excavating for the Nichols Center Retaining Wall in the amount of \$49,940.00. Alderman Oviaan seconded the motion. Alderman Elmore asked about why this required IDOT specifications. Gregowicz explained that if the project goes thru the Engineering Department he requires the contractors to be pre qualified thru IDOT. The retaining wall goes around the playground at NCC and the fence will also be replaced. All members present voted aye. Motion carried.

Old Business

Dutch Hollow Bridge Update

Meeting with IDOT. CDBG Funding for bridge. 2019 STP funds push to 2017. Hydraulic report is done. Estimated start date is for winter 2016 to do demolition and construction. should take no longer than 3 months. getting to that point and working with idot on approvals.

Miscellaneous/Aldermanic Discussion

1) Pavement Management Presentation

Tim Gregowicz stated that this was originally talked about in January about a possible presentation for Pavement Management. This would be something similar to what IDOT uses. Gregowicz explained that he ran the Pavement Management department for IDOT. Karzan Bahaaldin and Tony Erwin from TWM, inc presented the Pavement Management. They discussed the overall overview of the program, showed an example of the program, and then discussed the plan for Belleville.

2) Volkert Update on Negotiations for 29th Street Project

Tim Gregowicz stated that this was just an update on the project. Roger Osthoff from Volkert began

talking about the 29th and Otto project. There are three property owners that have been notified with offer packets. The owners are concerned with current conditions and truck traffic that continues to encroach upon their properties. The owners want increased an offer or for there to be a buyout. Osthoff stated that it is Volkert's job as the liaison to bring the info back to city. Currently buying out is not the best case scenario. Property owners have brought to the City's attention about the problems. They also want to see what the final plans look like. Discussion over 501 property owners concerns with project and offer. Discussion ensued over the project.

Alderman Elmore made a motion to adjourn the meeting seconded by Alderman Unidentified at 6:58 p.m. All members present voted aye. Motion approved

Respectfully submitted,
Lauren Maule
Engineering Secretary

\$ 1500.00



The Choice for Collection System Solutions

www.rjn.com

February 4, 2016

Drew Friedman
City of Belleville
101 South Illinois Street
Belleville, IL 62220

Subject: Phase II Storm Water Permit Implementation
2016 Co-Permittee Scope of Work

Dear Drew Friedman:

Complying with the intent of the established Storm Water Co-Permittee Group (Group), RJN Group, Inc. (RJN) is pleased to provide you with this proposal for consulting services for the Phase II storm water permitting services for Permit Year 2016. We are once again looking forward to continuing assistance with St. Clair County and the Co-Permittee Group for the Phase II storm water initiatives. Last year was a year of transition from the last Notice of Intent (NOI) to the new one as well as the new Municipal Separate Storm Sewer System (MS4) permit that began in April 2015. Much of this year's focus will be on working with the new Storm Water Management Program (SWMP) that was developed in previous years and incorporating it into the next three years of the new permit. We have available an experienced project team to support the Group's needs in a manner as was accomplished in the previous phases of this project. Our team has the experience to prioritize project activities and guide the Group through the Phase II National Pollutant Discharge Elimination System permit implementation process.

BASIC SCOPE OF SERVICES

The scope of services is meant to provide necessary Phase II storm water plan implementation assistance over the next year (March 2016 through February 2017), which will coincide with Year 3 of the five-year permit period. If the State is late issuing the new permit, compliance with the program will continue and RJN will provide updates to the communities during the process.

Phase II Storm Water Activities

Phase II Storm Water Task 1 – Develop and Present Three Co-Permittee Meetings

One of the most important aspects of the Phase II plan implementation is the coordination of the Group. To accomplish this, periodic meetings with the Group will be required. RJN will develop the meeting agenda and content and prepare handouts, surveys, and PowerPoint presentations as necessary. Prior to each meeting, input will be solicited from the County. RJN will present meeting topics and facilitate discussions during the meeting. Meeting reminders will be e-mailed to each Co-Permittee community.



The approximate schedule for the three meetings and general topics to be covered are summarized below:

Meeting 1	April 2016	Finalizing Annual Reports
Meeting 2	August 2016	New Permit Updates and Incorporating SWMP Into the New Permit (If Released This Year)
Meeting 3	January 2017	Operations Training / Best Management Practices (BMP) Training

Phase II Storm Water – Minimal Control Measures (MCM) #6 – Government Operations Training Program

RJN will assemble the program content for the Government Operations Training Program. The purpose of this task is to develop a one- to three-hour training course that will concentrate on BMPs that should be used as normal municipal operations so that storm water runoff is not impacted. Specific operations to be covered in the training will include road maintenance activities, snow removal activities, road salting activities, fleet maintenance, chemical/petroleum storage and handling, and waste handling and disposal. RJN will conduct the Government Operations Training Program. RJN will also conduct BMP training that addresses sediment control and green infrastructure at the training program in accordance to the NOI. RJN will develop and send out one notification to all Co-Permittee communities concerning the date of the training. The St. Clair County Storm Water Coordinator will be responsible for arranging the training venues.

Phase II Storm Water Task 2 – Develop Annual Reports

RJN will develop the annual reports that are required to be submitted to the Illinois Environmental Protection Agency (IEPA) for the Co-Permittee communities. The reports will be standardized where applicable, and the communities will provide the unique details to tailor each community's annual report. A draft will be submitted to each community for review and comment. The report will be finalized based on minor comment changes by the community. The final report will be submitted to each community for signature and submittal to the IEPA.

Phase II Storm Water Task 3 – Update Brochures for Co-Permittee

RJN has developed multiple brochures for the Group to distribute as a requirement of the MS4 permit. These brochures need to be updated per the new NOI. RJN will update these brochures with the required information and distribute these to the Group in an electronic format so the communities can print them off for distribution in Years 3 through 5 of the permit cycle.

ESTIMATED FEE

RJN is prepared to perform the above-stated scope of services based on a lump-sum payment of \$1,500.00 for the minimum-required scope of services. Payment is required prior to RJN providing assistance with the annual reporting requirements, March 1, 2016.



If the release of the new MS4 Permit occurs within this project year, this constitutes a **major** change in the NOI for the community, and additional charges could result. In this case, the community will be contacted and an amendment drafted for work pertaining solely to the update of the community's NOI. This amendment would have to be approved by the community before any updates to the NOI were completed by RJN.

RJN looks forward to the opportunity to continue the mutually beneficial relationship and to assist the Group. If you agree with the scope and terms of this proposal, please sign and date as indicated at the bottom of this page and return to RJN. Thank you for your consideration.

Sincerely,

Jeffrey P. King, P.E.
Branch Manager

Terms and conditions of original contract dated January 8, 2003 between St. Clair County and RJN Group, Inc. will apply for this proposal.

Proposal Approval:

Proposal Accepted By: _____

Community Represented: City of Belleville _____

Name and Title (Printed): Drew Friedman _____

Title

Date: _____

\$1,500 Check Included _____

