

CITY OF DARIEN
PUBLIC WORKS WATER/STREETS COMMITTEE MINUTES
November 17, 2009
6:30 P.M.

Call to Order:

The meeting was called to order at 6:30 p.m. by Chairman Marchese. Members in attendance: Member Galan, Member Schauer, City Treasurer Mike Coren and Director Gombac. There was no audience present.

Establishment of a Quorum:

There was a quorum.

New Business:

Chairman Marchese introduced the first item-Item A- The item presented for consideration was an Ordinance amending the City's Title 7 Health and Sanitation Code- Chapter 4: Illicit Discharge Detection and Elimination.

In May 2009, the DuPage County Board adopted an Ordinance OSM-002-09 Illicit Discharge Detection and Elimination Program (IDDE). The adoption of the program is required by the National Pollutant Discharge Effluent System (NPDES) Stormwater Phase 2 permit and administered by the Environmental Protection Agency. The City of Darien is a partner-co permittee with DuPage County in respect to the NPDES. The goal of the program is to detect, prohibit and eliminate illicit discharges of pollutants into the storm sewer systems. The City is required to adopt the Ordinance to be in compliance with the co-permittee status.

Presented were the highlights of the Ordinance:

Administration and Enforcement of Ordinance - Articles 4 and 6

The DuPage County Director of Stormwater Management or successor position is charged with determining policy related to and directing the enforcement of the ordinance throughout the unincorporated sections of the County. City Staff has determined that the Director of Municipal Services would be the logical municipal officer for the City to administer and enforce the Ordinance within the corporate boundaries. The County will be responsible for sampling the storm sewer outfalls throughout the City, but enforcement of the Ordinance will remain with the City.

Community Participation – Article 4

The City has a choice to be a *Full Participant Community*, a *Partial-Participant Community* or a *Non-Participant Community*. The responsibility to investigate and trace illicit discharges to their source is the main difference between Full Participant and a Partial-Participant Community.

- Full Participant Community-the County would be responsible for sampling Stormwater discharges within the City to detect illicit discharge **and** to trace the discharge to its source if a pollutant is detected.

- Partial Participant Community-the City would have to perform the discharge tracing activities if notified of an illicit discharge by the County.
- Non-Participant Communities are required to establish an equivalent program to detect and trace illicit discharges.

Discharge Prohibitions – Article 5

Article 5 of the IDDE ordinance defines illicit discharges. The Article provides two exceptions:

- Potable water reservoirs
- Swimming pool

Both have to be dechlorinated and be pH neutral when they are released into the storm sewer system. Dechlorinated means that the discharge has little to no free reactive chloride ions present that could kill natural organisms found in streams or lakes.

The Article also list exemptions of the washing of vehicles by community organizations or the washing of cars by a car dealer with the cars parked on a display lot.

Notice of Intent (NOI) – Article 6

All projects requiring the submission of a Notice of Intent (NOI) to the IEPA for the issuance of a NPDES Stormwater Permit will now have to submit a copy of the NOI to the County (if a Participating community) or the City (if Non-Participating).

Intergovernmental Agreements

An Intergovernmental Agreement is required and presented under a separate agenda memo dated for December 7, 2009. The term of the agreement would be the length of the NPDES permit cycle which is five (5) years and can be extended for further cycles with mutual agreement by both parties. This initial agreement will have a shorter duration as the term of the current NPDES permit has already begun and will expire in 2013.

Storm Sewer Atlas

All communities within the County are required to prepare a storm sewer atlas to aid in the detection and tracing of illicit discharges, regardless of the level of participation chosen. City Staff has completed a pencil line drawing of the existing storm sewer lines and creeks.

Gombac also informed the Committee that there will be no financial impacts to the budget.

Chairman Marchese requested for a motion and Member Galan made a motion to recommend forwarding for City Council consideration approving an Ordinance amending the City's Title 7 Health and Sanitation Code- Chapter 4: Illicit Discharge Detection and Elimination. The motion was seconded by Member Schauer. The vote was unanimous to recommend the item to the City Council for the December 7, 2009 City Council Meeting.

Chairman Marchese introduced the second item-Item B Approval of a Resolution authorizing the Mayor and City Clerk to execute an Intergovernmental Agreement with the County of DuPage for the Illicit Discharge Detection and Elimination Program (IDDE).

Gombac informed the Committee that the proposed agenda item and IGA dovetail with the previous Agenda Item A.

The intergovernmental agreement allows DuPage County to provide the following at their expense:

- Manpower
- Equipment
- Monitoring
- Reporting Requirements

The City of Darien is responsible for the following if an illicit discharge is identified:

- Enforcement
- Updating Storm Water Atlas
- Provide County Access to Storm Water Infrastructure
- Provide County with Follow Ups

The proposed agreement will expire on March 31, 2013 and will be entertained as an extension through a future agenda memo. Staff does not anticipate any additional costs to implement the program. The City Engineer, Christopher B. Burke Engineering and Staff recommend signing the Intergovernmental Agreement.

Chairman Marchese requested for a motion and Member Schauer made a motion to recommend forwarding for City Council consideration approval of a resolution authorizing the Mayor and City Clerk to execute an Intergovernmental Agreement with the County of DuPage for the Illicit Discharge Detection and Elimination Program (IDDE). The motion was seconded by Member Galan. The vote was unanimous to recommend the item to the City Council for the December 7, 2009 City Council Meeting.

Chairman Marchese introduced the third item-Item C regarding the approval of a resolution to enter into an engineering agreement with Christopher B. Burke Engineering for the 2010 Street Maintenance Program, in an amount not to exceed \$26,000.00.

Presented were the proposed roads for the 2010 Street Maintenance Program. City Staff reevaluated the engineering services for the Agreement and included two additional tasks then previous years and reduced the not to exceed costs by approximately \$19,000. The reduction was due to additional work completed by City Staff versus the City Engineer. In addition the estimates for the proposed tasks were redefined with the City Engineer through conservative cost estimates.

The 2010 road program tasks include the following 5 tasks, Field Reconnaissance, Preparation of Bid Booklet, Coordination Meetings, Bid Advertising, and Quality Control.

Presented was a summary cost for the abovementioned items:

Cost for Task 1-	\$ 2,208.00
Cost for Task 2-	\$12,960.00
Cost for Task 3-	\$ 1,440.00
Cost for Task 4-	\$ 4,164.00
Cost for Task 5-	<u>\$ 6,000.00</u>
Total Cost	\$26,772.00

Gombac informed the Committee that the agreement for the proposed 2010 Road Maintenance is being completed 3 months earlier than previous years. The agreement allows the City Engineer to begin specifications early in the season with the intentions of the best bid pricing.

Gombac also informed the Committee that the Contract would not be awarded until the funds for the proposed program are approved by the City Council.

Director's Report:

Gombac presented the Committee an update regarding the Brush Pick Up Program-Cost Savings Update. The following items were reviewed for consideration of cost savings:

Outsourcing-Nominal savings realized if at all

Eliminating the Program-Committee felt that this option was not an alternative

Reducing the frequency of the program-To be discussed at the 2010 Budget Meeting

Elimination of the double grinding process- Nominal savings realized if at all or frequency

Reduction of the double grinding process- To be discussed at the 2010 Budget Meeting

Reduce or eliminate the delivery of the wood chips to residents- Nominal savings realized if at all

Gombac informed the Committee that the department is currently evaluating the internal operations of the brush pick up program to identify additional efficiencies.

The next item presented for discussion was regarding to date budget comparisons for Capital projects as well as an overall view of the Municipal Services expenditures. Gombac had presented a six month spreadsheet summary review regarding actual expenditures in comparison to the current.

Gombac informed the Committee that the Municipal Services Department oversees an expenditure budget of approximately \$10.35M dollars. Please note that Staff begins project estimates six months prior to May 1, and maintains a conservative approach towards estimating for budgets. City Staff envisions that many of our bid/quote estimates for FY10 will have a 0-5% increase due to the current economic conditions. Staff is also suggesting that the bid process for the 2010 Road Maintenance Program be bid in January versus March. The rationale is that the Economic Stimulus Plan has many highway projects targeted for road maintenance similar to our program, therefore potentially committing many asphalt vendors and increasing costs to our bottom line if the program is bid later in the year. This year City Staff was very fortunate on not utilizing many of the contingencies therefore reflecting a bottom line cost savings. Many of the department's projects are unit based and unforeseen field conditions occur therefore dictating changes in quantities and material that affect the bottom line.

Treasure Coren was recognized and informed the Committee that he had reviewed the cost comparison spreadsheet and concurred with the spreadsheet analysis. The Committee acknowledged the effort of work regarding the spreadsheet analysis and was pleased with the overall results. Gombac recognized the following employees for their efforts of oversight in making these projects a success:

Jeff Corneils-Ditch Projects
Kris Throm-Concrete Program
Dave Fell-Road Program

There was no additional recommendation regarding the report. The Committee requested that the cost analysis and employee recognition be shared with the City Council.

Gombac presented the Committee with a summary of the Project Survey Responses. The department sends out surveys to various residents for every project. The results indicated that the residents were very satisfied with the projects. Gombac noted that the few negative comments were followed up by the department and were no longer outstanding issues. The Committee requested that the surveys be shared with the City Council.

Gombac informed the Committee that Century Contractors had extended their 2009 unit prices for the 2010 Ditch Program. Gombac informed the Committee that the department should go out to bid and not accept the unit prices at this time. The Committee agreed with no further discussion.

The minutes from the October 19, 2009 Public Works Streets and Water Committee were approved.

Chairman Marchese made a motion to adjourn the meeting at 8:10 p.m. and was seconded by Member Galan.

Respectfully submitted,

Alderman Joseph Marchese, Chairman

Alderman John Galan, Member

Alderman Ted Schauer, Member

CC: Mayor Kathleen Weaver