**Public Works Committee Meeting**

City Of Virden

City Council Chambers

Thursday June 15, 2023

Meeting called to order by Alderman Bertolino at 7:02 pm.

**Aldermen in attendance**: Bertolino, Boster, Calloway, Cunningham, Ibberson, and Mottershaw.

**Additional in attendance:** Mayor Murphy and Public Works director Gary Etter

**Visitors:** Greg Hillis

**Topics:**

1. **Approval of Meeting Minutes 04/18/23- this date is wrong but what was on agenda and said in motion and approved. There was no meeting on 4/18/23. April meeting was 4/20/23 and May meeting was 5/18/23. April’s was approved in May’s meeting. This should have been May’s.**

Motion made by Bertolino seconded by Mottershaw to approve meeting minutes for 04/18/2023. Motion passed with all in favor.

1. **Greg Hillis/Benton & Associates (OSLAD Grant)**

We do not know what the grant applications will be like for 2023. For a distressed community, in 2021 the grant was 90/10 meaning 90% was grant and city match would be 10%. Max out grant would be $440,000. Grant would be $400,000 and city match would be $40,000. They would pay out half grant upfront and then reimburse the other half when project complete. For a non-distressed community, it is 50/50. It does have to be one location not multiple parks. Applications are typically due in September. No DNR application fee. It is based on points to receive grant and how much grant is received. In 2022 distressed was 100% grant up to $600,000. Non-distressed was 50/50 grant up to 1,200,000. For 2023 we do not have any information yet besides applications anticipated due dates are July 3rd through August 31st. If thinking about applying, data needs to be up to date. ICQ (internal control questionnaire) needs to be up to date. Also, need to be up to date with SAMS (federal). These are tracking devices to help federal and state to keep up with data. Public involvement really helps get more points. Another big item is showing that the city owns the property. A resolution would need to be passed showing that ready to complete the project with 24 months of receiving grant. To put an application together for you we charge a flat fee of $6,000 if you do not receive it and need to reapply. We do not charge for the reapplication. A master plan does help the application, but it is not needed. West Central Development Council District did one in 2009 and this counts as your master plan. We help develop a plan for the specific park of choice. We do drawings of the proposed plan. If it comes in over budget, DNR still wants you to do the project and produce the extra funds. It is hard to estimate the budget, but we try to put enough cushions in. If placing this on the council agenda, we are more than happy to come back with the agreement.

1. **Discuss open laborer position in Public Works Dept.**

Job description handed out for review by the council. Suggestion to add within required licenses and certificates that required to obtain within 6 months to match contract. Discussion to add in advertisement to take application or resume. Closing day of taking applications/resume will be July 20th by end of business day.

1. **Painting of pavilions**

After getting new roofs and gutters on the East and West pavilions, would like to get all the steel painted. Public Works director Gary Etter will get separate estimate bids together for both East and West parks for sandblasting and sandblasting/painting. He will bring those back to the council for approval and budgeting this year or next year.

1. **Purchase of mosquito spray and weed killer**

A 55-gal drum of mosquito spray is $1,925 per drum. Public Works uses ten gallons per spray. It is at a decent price right now. The Public Works director will come to council with what is currently in stock at the ambulance shed and what he would like to present at the council meeting to purchase within budget.

1. **Update on 2023 Rock & Oil project**

The opening bids will be July 3rd at 10:00 am. Benton and Associates will advertise these projects June 22nd and June 29th. This includes rock and oil and the smaller projects. Aldermen will need to be thinking which two alleys in their ward will get rock and oil.

1. **Update on Rebuild Illinois Project/MFT**

See number six. Duplicate agenda item.

1. **Royell/ fiber optics in the City Square**

Alderman Mottershaw brought to council that this should be a utility that the city pays for. Agreeance from council members for Mayor Murphy to talk with Joe from Royell to place fiberoptic as the cities. Further details on when this will be available for public use will be discussed after the fiber wire is in place.

1. **Job description for Public Works laborer**

See number three. Duplicate agenda item.

1. **Information for radio advertising**

Pricing for Capitol Radio Group (Betsy Park) for advertising for open city positions is $15.00 for 30 seconds. They have people to create commercials. They have radio stations broken into typical listening age per station.

**Additional:**

Tennis Courts: Contractor stating end of August before able to get to them. No further communication.

Peddling and soliciting ordinances need to be discussed in Admin meeting. Information that Madonna is interpreting it differently than what Chief Snodgrass interprets in code book.

Legion Auxiliary contacted me regarding placing flags in town. They are wanting to place American flags at each end of town with the Virden signs. The Director of Public Works will look at appropriate placement and place it on the Council agenda for vote.

DCEO needs environmental impact and archaeological survey. The suit was filed on May 18th, 2023. It was filed stamped May 22, 2023. Cochran has received and they have X amount of days to respond.

Memorandum of agreement with Teamsters to stipend for cell phones for public work’s employees and a requirement of call back to be added to next Public works meeting agenda.

Motion made by Bertolino seconded by Mottershaw to enter executive session at 9:12 pm.

**Executive Session:**

1. **Personnel**

Motion made by Bertolino seconded by Mottershaw to exit executive session at 9:32 pm. Motion passed with all in favor.

Motion made by Bertolino seconded by Cunningham to adjourn at 9:34 pm. Motion passed with all in favor.

Meeting adjourned at 9:34 pm.

A signature of a person

Description automatically generated

Shelly Boster

City Clerk

Date Minutes Approved: 7/20/20232