

Public Works Committee Meeting

City Of Virden
City Council Chambers
Thursday June 19th, 2025

Meeting called to order by Alderman Bertolino at 6:56 PM.

Aldermen in attendance: Carter, Bertolino, Neighbors, Donley, Matrisch, Karrick and Alderwoman Calloway

Absent: Alderman Boster

Also in attendance: Mayor George Murphy, City Clerk Jon Myint, Director of Public Works Gary Etter, Bookkeeper/Treasurer Barry Liss

Audience: Crystal Creasy, Roger & Gloria Smith, Marc Woodruff, and Craig Carlile

Comments from Audience:

Ditch and sidewalk Request

Roger Smith requested the city fill in the ditch at Loud and Sunset Drive, due to maintenance difficulties as they age, he also presented photos of the existing ditch.

Smith also raised the need for a sidewalk on Loud St. due to heavy traffic, especially from the nursing home.

The concern is current conditions are unsafe due to lack of walking space alongside of the road due to the ditch.

The committee discussed City policy against filling ditches without significant cause.

A site visit will be planned, consideration for installation of a culvert or tile to fill in the ditch will be evaluated.

A response will be given to Mr. Smith after the evaluation.

Beautification and Route 66 Banner Project

Marc reported securing a \$500 Route 66 Association grant for "Welcome to Virden" banners (5 vinyl banners for the square and installation costs will be covered by a donor/vendor; at no expense to the city).

Discussion of the 100th anniversary of Route 66 and enhancing town appeal through additional art and window display.

No objections from the committee were noted; formal design review requested before final approval. Marc to return with the design at the next meeting.

Tree Removal

Emma Brownwell who resides 119 N Church St. requested a tree on city property be removed. The tree is overhanging powerlines and cars.

The tree has been evaluated by the Director of Public Works and approved to be placed on the city's tree removal list.

The city's tree removal fund is small and only allows for a few trees per year to be removed.

This tree will be put on the list for removal and removal may not happen this year.

There may be a possibility of this removal being covered under the Tree Grant

The Director of Public Works will check to see if it would be covered.

Topics

1. Approval of Minutes 05-15-25

Motion made by Bertolino seconded by Matrisch to approve Public Works Committee Meeting Minutes of 05-15-25.

Motion passed

2. Update on North End Drainage Project

The project is at the stage of preparing bidding documents which should be completed and ready to go out for bids late August or early September.

The project scope is significant, and completion may run into or past the fall season.

3. Update on Dean St. Project

The project bids are ready; state letting system will be used.

The project came in under budget.

Bid opening is set for July 9th at 10 AM, at City Hall.

All City Officials concerned will be notified.

4. Status of house on 315 W Hill St. (Sutton house)

No recent progress has been noted from owner Zach Sutton.

Director of Public Works stated that the gas has been disconnected. Committee expressed a need to push for action of the property owner as this property remains open and unsecured.

5. Easement for drainage ditch off of Jones St.

The issue is with persistent flooding, lack of mowing, due to it being a shallow ditch and constantly gets grass build up. When it does get mowed the grass stays in the ditch causing additional blockage.

Discussion: There are four options available: do nothing, clean it out covertly, seek temporary easement, or permanent easement from Central Illinois Realty (the property manager is reportedly open to discussion).

Motion made by Bertolino seconded by Matrisch to take to the Council approval for Permanent Easement.

Motion passed with all in favor

6. Water meter update

Equipment installation (repeater on the water tower) to begin on Monday June 23rd.

Installation of the repeater should only take one or two days.

The next step will be to update the office software.

The goal is to finish the water meter replacement project by the end of July 2025

7. Review applications for Public Works Laborer position

Done in Executive Session

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Executive Session:

Motion made by Bertolino seconded by Matrisch to enter into Executive Session at 7:26 for Personnel.

Consensus passed

Additional:

New doors have been installed at the Water Department and Community Center. There are plans to add labeling, which will include the hours of operation and the city's website.

First Christian Church's pork chop fundraiser was cancelled by them, when it was discovered the date conflicted with the Fire Department scheduled a fundraiser. Mayor Murphy granted First Christian Church permission to hold their pork chop fundraiser on the 28th of June.

The committee discussed a need for improved coordination on usage of the square especially on overlapping fundraising dates.

North Mac School has submitted revised plans which includes a new parking lot and expanding the holding pond that was not in the original gym expansion plans.

Documentation claims no impact on the storm water drainage, but the committee agreed to hire Benton Engineering at a cost not to exceed \$1000.00 to review the documents.

Questions about the parking lot basin and retention details will be relayed to the Engineer.

Motion made by Calloway seconded by Bertilino to adjourn at 8:20 PM.

Consensus passed.

Jonathan J. Myint
City Clerk

Date Approved: