

**MINUTES OF THE MEETING OF THE MAYOR
AND THE COMMITTEE-OF-THE-WHOLE OF
THE CITY OF EAST MOLINE, ILLINOIS
MONDAY, FEBRUARY 15, 2021**

ROLL CALL

Mayor Freeman called the meeting to order and directed City Clerk Arletta D. Holmes to call the roll. The following Aldermen were present: Larry Toppert, Gary Almblade, Jayne O'Brien, Frederic Kotoku, Maria Tapia and Jose Rico. **6:47 p.m.**

Alderman Nancy Mulcahey arrived at 6:49 p.m.

ADDITIONS/CORRECTIONS TO AGENDA

None.

GRAND ILLINOIS TRAIL PROJECT (Mr. Kammler, Director of Engineering)

The Grand Illinois Trail Bicycle Path project has been underway for more than a decade, the purpose of which is to provide connection between the Great River Trail in East Moline to the Hennepin Canal Trail in Colona. The Cities of East Moline, Silvis and Carbon Cliff have been awarded multiple Federal grants for design and construction of this trail, currently estimated cost \$6.2M. Preliminary Engineering has been completed for the entire alignment; Final construction plans and all easements & Right of Way (ROW) certifications have been approved for a \$3.56M first segment that will extend through East Moline and up to 10th Street in Silvis. These construction documents have been placed on Illinois Department of Transportation (IDOT) March 5, 2021 State Bid Letting Bulletin. A map of the Segment 1 alignment is attached for reference.

East Moline's component of the trail has a construction cost estimated at approximately \$2,975,706. Federal grant funds will cover 80% of the construction cost, including construction engineering. Several final items are required to continue moving into the long-awaited construction phase that is anticipated to start in May:

- (1)Federal OBS process to retain a construction engineering Civil Engineer (CE) consultant
- (2)Formally appropriate East Moline's share of local match, for construction and CE
- (3)City Council retain CE firm with IDOT verification and approval of contract

An request for purposal (RFP) for Construction Engineering services required for Federal Aid project was prepared by staff and posted January 29. A copy of this document is attached for review as it has a good summary of the project scope. Proposal packets for CE are due February 16, after which a selection team will evaluate and rank the proposals submitted. Pending favorable negotiations, a recommendation for award of contract will be brought to Council for consideration. With items (1) and (3) in process, staff would request the formal appropriation of funds for East Moline's share of the local match.

FINANCIAL:

This is a budgeted item.

Line Item#: 950-4300-452.0 **Title:** Motor Fuel Tax (MFT) - Construction

Amount Budgeted: \$595,141.00 local, \$2,380,565.00 (Federal)

Actual Cost: \$2,975,706.00 (within EM Limits)

Funding Sources: Enhancement Funds – Federal, ITEP Grant #'s 229028, 201200, 220025

Motor Fuel Tax (MFT) – Local Match

Departments: Engineering

This is a CIP

RECOMMENDATION:

Approve budgeted MFT funds for East Moline's local match for construction and Civil Engineer (CE) services in the amount of \$596,000. (Rounded up from \$595,141)

* See comments below for summary of funding.

ADDITIONAL COMMENTS:

	Federal Share (80%)	Local Match (20%)	TOTAL EST COST (100%)
City of East Moline	\$2,380,565.00	\$595,141.00	\$2,975,706.00
City of Silvis	\$463,335.00	\$115,834.00	\$579,169.00
TOTAL	\$2,843,900.00	\$710,975.00	\$3,554,875.00

A motion was made by Alderman Rico, seconded by Alderman Toppert to concur with the recommendation as presented. Upon roll call the following voted in favor: O’Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried.

WATER & SEWER RATE STUDY (Mr. Kammler, Director of Engineering)

As directed by Council per Resolution 20-37 (November 2, 2020), staff issued a Request for Proposals (RFP) for the purpose of soliciting consultant proposals for an updated rate study of East Moline's water and sewer utilities as required by ordinance (see comments below). The RFP was posted November 23, 2020, six (6) proposals were received in response prior to the due date December 11, 2020, and an evaluation and selection process of the proposals were performed by staff (Maxeiner, Whiting, Kammler) in accordance with the city's QBS policy and applicable statutes. The selection team's evaluation resulted in HDR, Inc. ranked highest; staff subsequently negotiated a contract scope and fee with HDR that is deemed appropriate for the work required. The resulting contract, and a copy of HDR's original RFP submittal is attached for review and consideration.

Work on this project would start in March, 2021 and be completed in July/August. Scope of work includes a revenue analysis, cost-of-service analysis, development of necessary utility rates,

written report with Excel model, and public presentation of results for question and answer session.

FINANCIAL:

This is a budgeted item.

Line Item#: Various **Title:** See below

Amount Budgeted: \$48,000.00

Actual Cost: \$43,875.00

Funding Sources: Water Distribution Professional Services, Sewer Collection Professional Services, Water Plant Professional Services, Sewer Plant Professional Services.

Departments: Finance, Engineering, Administration, Water & Sewer Plants

This is a CIP

RECOMMENDATION:

Approve contract from HDR to perform a water & sewer utility rate study.

ADDITIONAL COMMENTS:

Current City ordinance and intergovernmental agreements with neighboring municipalities require that water and sewer rates be "professionally reviewed for adjustment" every three (3) years to ensure water and sewer rates are appropriate based on operational expenses, capital expenses, increased/decreased utility usage, and other factors. Rate studies in the past two decades have been performed by Stanley Consultants, Inc. in 2007, 2010, and 2013-2014. The most recent ordinances for these utility rates were adopted by the City Council August 18, 2014 (Ord. 14-09, Ord. 14-10)

A motion was made by Alderman Almblade, seconded by Alderman Mulcahey to concur with the recommendation as presented. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almblade and Mulcahey. Motion carried.

FIRE STATION P-25 ALERTING EQUIPMENT (PHOENIX SYSTEM) (Mr. DeFrance, Fire Chief)

As part of the P-25 radio project the Fire Department must update its alerting equipment in each of the three (3) Fire Stations. This has been a known and budgeted expense for several years. With the P-25 switch over drawing closer it is time to purchase the needed equipment for the East Moline Fire stations.

City of East Moline, City of Moline, City of Rock Island, Rock Island Arsenal, City of Davenport and City of Bettendorf Fire Departments are all installing the same alerting equipment in the fire stations. This equipment works in conjunction with compatible dispatching equipment to be installed in the public safety answering points (PSAPs) of QComm911, RICOM (Rock Island City) SECC (Scott County) and the Rock Island Arsenal. The system is the US Digital Fire Station Alerting System, Phoenix G2, or AKA the "Phoenix System".

The individual fire department agencies are responsible for the purchase, maintenance and upkeep of the station alerting equipment in the fire stations. The individual PSAP's, likely assisted by the Emergency Telephone Systems Board (ETSB 911), will purchase, install and maintain the required dispatching equipment component.

I have attached the most recent quote for East Moline and other information about the system. There is annual cost for software updates and support after the initial 18-month warranty period. The current annual reoccurring cost to East Moline is \$6,500 for support and updates.

FINANCIAL:

This is a budgeted item.

Amount Budgeted: \$130,000.00 **Actual Cost:** \$97,739.00 **Under/(Over)** \$32,261.00

Funding Sources: Fire Department Capital Purchase 5-4200-743.0

This is a CIP

RECOMMENDATION:

Authorize the Fire Chief to purchase the US Digital Phoenix G2 alerting equipment for three (3) fire stations as part of the area wide P-25 radio system upgrade. The total price of the equipment to be purchased and installed is approximately \$98,000.00.

ADDITIONAL COMMENTS:

While we are moving for approval to purchase the specified equipment in the near future, the City of East Moline will place the order for the station alerting equipment only when QComm911 has ordered the compatible dispatching component.

A motion was made by Alderman O'Brien, seconded by Alderman Kotoku to concur with the recommendation as presented. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried.

WATERTOWN MEMORIAL DISPLAY – QUARTER VISITOR'S CENTER (Mayor Freeman)

A group identifying themselves as the Watertown Memorial Planning Committee has been in discussions with the Mayor regarding locating a historical display showing a visual and audible history of City of East Moline and Watertown area. The objective of the group is to impact the community with something that is educational and to instill renewed pride in the history of the area.

Rather than build a new structure to house the facility, it was suggested that the group explore locating the exhibit in the Visitor's Center in the Quarter. This space is currently vacant but has previously housed Respectabilities, Inc. and a bicycle sales and service business. Respectabilities did not pay rent and did not have a lease agreement. The operator of the bicycle services operation rented the space for \$600 per month.

The Mayor would like to discuss this concept with the City Council to determine if this is an acceptable use.

FINANCIAL:

This is not a budgeted item.

This is not a CIP

RECOMMENDATION:

Additional Discussion.

A motion was made by Alderman Rico, seconded by Alderman Kotoku to concur with the recommendation as presented. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried.

NEW RECORDS MANAGEMENT (RMS) AND COMPUTER AIDED DISPATCH (CAD) SOFTWARE PURCHASE (Chief Ramsey)

The East Moline Police Department is part of the Rock Island County Emergency Telephone System Board (ETSB) that represents a consortium of agencies throughout Rock Island County and is funded by telephone service surcharges. This board provides funds for emergency dispatch equipment that includes the Records Management System (RMS) and Computer Aided Dispatch (CAD) software. This software is vital in performing public safety functions from the creation and storage of police records to emergency dispatch services (Police, Fire, EMS). The current RMS and CAD software is over 20 years old, becoming obsolete, and is being phased out by the company who owns it, Central Square. In the last year a committee was formed by the ETSB to search for a new RMS and CAD system. Several companies were examined, and the committee recommended staying with Central Square and going with their new RMS and CAD software. This was also approved through the ETSB. The agreement for payment of this software is the ETSB funds 70% and the remaining 30% cost is split among the participating agencies based on a population formula, this is what has currently been done for the old system throughout the years. The ETSB is in the process of finalizing a contract with Central Square for a subscription service for the RMS and CAD software.

We currently pay \$10,852.37 annually for the current RMS and CAD system. The overall cost per year for the new Central Square software was quoted at \$486,694.88 for the first 5 years (then up to 5% increase per year), with the ETSB funding 70% (approximate \$340,686.42) of then the remaining 30% (\$146,008.46) funded by all participating agencies in Rock Island County. With our percentage of this being 14.15%, the new system will cost us \$20,657.47 annually which is a cost increase of \$9,805.10 per year (see attached document). The new software is expected to take approximately 1 year to build (migrate data from old system, etc.) before it can go live and during that time we still have to operate on the old system. This means both have to be funded until this is done. All involved agencies are moving forward with this project as it is critical in providing public safety services to our communities with new updated and supported software.

\$50,000 was budgeted in the line item to cover this expense, an increase of \$20,000 from the previous year for the purpose of funding the old and new RMS and CAD software for this year. This will then decrease approximately \$10,000 once the old system is dropped. The remaining money budgeted in this line item is for a monthly bill for our portion of the broadband fiber bill and IT bill that helps support the software and equipment.

FINANCIAL:

This is a budgeted item.

Line Item#: 007-4200-310.4 **Title:** RICO Records Management
Amount Budgeted: \$50,000.00 **Actual Cost:** \$31,509.84 **Under/(Over):** \$18,490.16
Funding Sources: RICO Records Management
Departments: Police Department
This is not a CIP

RECOMMENDATION:

For informational purposes.

PULL HIGH SERVICE PUMP #4 FOR REBUILD & REPAIR (Ms. Huber)

Due to significantly decreased production and high potential for failure, HS pump #4 needs to be pulled for rebuild and repair. This project was budgeted in Capital Purchases for 2021. I have attached the lowest-bid quote. However, this quote is only for pulling and reinstalling the pump, and therefore does not reflect the total expense for this project. The extent of rebuild and repair cannot be determined until the pump is pulled, however, we have reason to believe the total expense will be greater than \$5,000.00.

FINANCIAL:

This is a budgeted item.

Line Item#: 200.4522.743.0 **Title:** Capital Purchases
Amount Budgeted: \$30,000.00
Actual Cost: TBD
Departments: Water Treatment Plant
This is a CIP **PROJECT NUMBER:** 200-21-005

RECOMMENDATION:

Approve to move forward with project using MVP.

A motion was made by Alderman Almlade, seconded by Alderman Toppert to concur with the recommendation as presented. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almlade and Mulcahey. Motion carried.

ADJOURNMENT:

A motion was made by Alderman Almblade, seconded by Alderman O'Brien to adjourn the Committee-of-the-Whole meeting. Upon roll call the following voted in favor: O'Brien, Kotoku, Tapia, Rico, Toppert, Almblade and Mulcahey. Motion carried. **7:24 p.m.**

Minutes taken and submitted

Arletta D Holmes, City Clerk