

**COUNCIL WORKSHOP MEETING  
MONDAY, JANUARY 6, 2020 - 6:00 p.m.  
COUNCIL CHAMBER  
405 JEFFERSON STREET  
WASHINGTON, MO**

**INTRODUCTORY ITEMS:**

Roll call/Pledge of Allegiance

**ACTION:**

**1. APPROVAL OF MINUTES:**

Approval of December 2, 2019 Workshop minutes

Approve/Mayor

**2. PRESENTATIONS:**

**3. REPORT OF DEPARTMENT HEADS:**

A. Street

a. Landfill Track Loader Recommendation

Discuss - Send to Council

B. Parks & Recreation

a. Dog Park Fencing Recommendation

Discuss – Send to Council

b. Update on Roof Storm Damage Claim

C. Engineering

a. Third Street Overlay & Improvement Project

Discuss – Send to Council

**4. COUNCIL COMMENTS:**

**5. EXECUTIVE SESSION:**

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000)

ROLL CALL VOTE

**6. ADJOURNMENT:**

**POSTED BY MARY TRENTMANN, CITY CLERK, JANUARY 2, 2020**

**MINUTES OF THE  
CITY OF WASHINGTON, MISSOURI  
COUNCIL WORKSHOP MEETING  
DECEMBER 2, 2019**

Mayor Lucy opened the Council Workshop meeting with roll call and Pledge of Allegiance at 6:00 p.m.

<b>Mayor:</b>		Sandy Lucy	Present
<b>Council Members:</b>	<b>Ward I</b>	Steve Sullentrup	Present – 6:01 p.m.
		Nick Obermark	Present
		<b>Ward II</b>	Mark Wessels
	<b>Ward III</b>	Mark Hidritch	Absent
		Jeff Patke	Present
	<b>Ward IV</b>	Greg Skornia	Present
		Gretchen Pettet	Present
		Joe Holtmeier	Present

<b>Also Present:</b>	City Administrator	Darren Lamb
	City Clerk	Mary Trentmann
	H.R. Generalist	Shauna Pfitzinger
	Economic Development Director	Sal Maniaci
	Chief of Police	Ed Menefee
	Director of Public Services	John Nilges
	Finance Manager	Mary Sprung
	Parks Director	Wayne Dunker
	Library Director	Nelson Appell
	Building Official	Tom Neldon
	Street Superintendent	Tony Bonastia
	Water/Wastewater Superintendent	Kevin Quaethem
Fire Protection	Tim Frankenberg	

**Approval of Minutes**

A motion to approve the minutes from the November 2, 2019 Council Workshop meeting as presented made by Holtmeier, seconded by Patke passed without dissent.

**Report of Department Heads**

**Fire**

\* Turn-Out Gear Purchase

*November 7, 2019*

*RE: Reserve Fund Turnout Gear Purchase*

*This past year the fire company personnel were tasked with inventorying all of the firefighter turnout gear in the department. It is estimated there is between \$150,000 and \$200,000 worth of gear issued including helmets, hoods, coats, pants and boots. The fire company has a Quarter Master Committee that oversees the specification, control and issuance of all uniforms and equipment.*

December 2, 2019

*A sub-committee of three personnel reviewed each firefighters gear recording the condition, year of manufacturer, size and other pertinent information. The list was scrutinized and it was determined that about one-half of all of the turnout gear was either fair or over the national standard and manufacturer recommended ten-year replacement time. Some of the present gear issued was manufactured in the mid to late 1990's.*

*As an element of personnel protective equipment, I am deeply concerned with personnel safety. The committee evaluated, deliberated over and quoted multiple brands of turnout gear. The two brands the department feels comfortable with are Globe and Morning Pride. The tow manufacturers utilize the same materials for nearly equal levels of protection. The price difference between the two are within 5%.*

*The department has fitted 26 firefighters for new turnout gear with five sets of Morning Pride brand ordered from Leo M. Ellebracht. This purchase was made from the normal operating budget. These five sets have been received and issued to active firefighters. We anticipate it will take between three to five years to fully evaluate the durability, construction and quality of this brand.*

*There are 21 additional sets of turnout gear in need of replacement to ensure proper fit and condition that is suitable to provide an adequate level of protection. Globe Fire Suits is the standard gear the fire department has been using for the past 25 years. In the past 25 years the specification for Globe has been modified for various reasons primarily to reduce cost and adapt to manufacturer material changes.*

*Macqueen Emergency is the only Globe dealer in the State of Missouri and therefore we can only attain a single bid. The bid is for \$45,774 plus any freight to replace 21 sets of gear. I am requesting to use fire department reserve funds for the purchase of 21 sets of Globe Fire Suits from Macqueen Emergency. At the end of the 2018-2019 budget year, it appears that the fire department added over \$70,000 to the reserve. I feel this is an appropriate and very necessary expenditure for our firefighters' safety.*

*If you have any questions, please let me know.  
Yours in service,  
Tim Frankenberg, CT, CFPS  
Fire Chief*

Fire Chief Tim Frankenberg addressed Committee and answered questions regarding the request to purchase 21 sets of turnout gear and amend the budget.

After a short discussion, a motion to forward to Council for approval made by Holtmeier, seconded by Obermark passed without dissent.

### **Public Works Director**

#### **\* Airport Project Consultant Selection**

*November 22, 2019*

*RE: Washington Regional Airport Project Consultant Selection*

*Dear Mayor and City Council Members:*

*Please find the enclosed DRAFT submittal that, pending your approval, will be sent to MoDOT Aviation to select Crawford, Murphy & Tilly, Inc. (CMT) as the Washington Regional Airport's project consultant.*

*We received three SOQ's, evaluated the qualifications and experience, and determined the CMT if the best qualified to complete the future work.*

*The selection will be in effect for approximately 5 years. After 5 years, the City will again solicit RFQ's. Staff will negotiate future fees for each specific project when the project is programmed.*

*Respectfully submitted,*

*ohn Nilges, P.E.*

*Public Works Director*

December 2, 2019

Public Works Director John Nilges addressed Committee and answered questions regarding the selection of CMT as the airport project consultant. An update on bridge project completion.

John Nilges informed the Committee that the Solid Waste bids have been received and are being reviewed. The main concern is keeping trash service and cost the same as it currently is.

After a short discussion, a motion to forward the Airport Project to Council for approval made by Patke, seconded by Pettet passed without dissent.

## **Parks**

### **\* Bid Recommendation – Bobcat Dozer Blade Attachment**

*December 2, 2019*

*RE: Bid Recommendation – Bobcat Dozer Blade Attachment*

*Honorable Mayor and City Council,*

*As you may be aware, before making a determination that a particular piece of equipment should be purchased, staff annually review and then analyze equipment to determine current need. As such, the Parks and Recreation Department identified the need to purchase a Bobcat Dozer Blade attachment in the 2019-2020 budget. Staff researched several inter-local contracts for cooperative purchases and found that the State of Missouri – State Contract with Bobcat would give the City the best pricing.*

*Accordingly, staff recommends that Council consider Bobcat of St. Louis' bid in the amount of \$6,249.59 for the purchase of a Dozer Blade attachment. This amount is slightly over the budgeted amount of \$6,000.00 which was approved in the 2019-2020 Parks and Recreation budget.*

*As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the Council Meeting.*

*Respectfully,*

*Wayne Dunker, CPRP*

*Director of Parks & Recreation*

Parks Director Wayne Dunker addressed Committee and answered questions regarding the request to purchase a Bobcat Dozer Blade Attachment.

After a short discussion, a motion to forward to Council for approval made by Sullentrup, seconded by Holtmeier passed without dissent.

## **Finance/IT**

### **\* NOC, LLC Monthly Services**

*December 2, 2019*

*RE: NOC, LLC Monthly Services*

*Due to the increased need for monthly IT consulting and monthly monitoring and technical services, I am recommending that the City increase the monthly block time agreement with NOC, LLC from \$9,000 to \$12,000. This will increase our monthly hours from 100 to 150 hours and will reduce our monthly hourly rate from \$90 to \$80 per hour. This will enable one IT tech to be on site from 8:30-5:00 every day. In addition, having a tech on site at all times will help to minimize City downtimes, lower response times, and thereby effectively increasing City efficiency.*

*Any hours not used in a month, will be able to be rolled over and will not expire for 90 days.*

*There will be no additional charge for hours outside of our normal operating hours or for emergency hours.*

*Greg with NOC, LLC will be here to answer any specific questions that you may have regarding the contract.*

*Mary Sprung*

Finance Director Mary Sprung addressed Committee and answered questions regarding the request to increase the monthly IT services and amend the budget.

December 2, 2019

Greg Johnston of NOC addressed the Council answering questions as to the need and service NOC will provide.

After a discussion, a motion to forward to Council for approval made by Wessels, seconded by Patke passed without dissent.

### **Police Department**

Police Chief Menefee responded to Councilmember Patke regarding the weed violation at 1000 Duncan. An Officer will follow up on request.

### **Street**

Street Superintendent Tony Bonastia reported that the second round of leaf pickup started and the street sweeper is following behind the crews.

The Street Department is assisting in the compacting of rock/dirt at the airport and work will start on the Stafford Street culvert.

Crews had a demo of a compactor at the Landfill.

Discussion was held regarding purchasing a compactor and trading in or selling the old dozer, scraper and compactor.

Salt has been delivered for upcoming weather.

### **Water/Wastewater**

Water/Wastewater Superintendent Kevin Quaethem addressed the Councilmembers as to the new equipment has arrived and work will begin on the Walnut Street and West End Lift Stations. The air scrubber is in house, and should be in place before spring. There was a leak on High Street that was repaired but is leaking again. Crews will be out checking the leak this week. Discussion was held regarding the stolen cameras from Phoenix Park. The Police Department caught the thieves and cameras have been returned.

### **Council Comments:**

None

### **Executive Session**

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000) passed at 6:31 p.m. on the following roll call vote: Hidritch-absent, Holtmeier-aye, Obermark-aye, Patke-aye, Pettet-aye, Skornia-aye, Sullentrup-aye, Wessels-aye.

The regular session reconvened at 6:57 p.m.

### **Adjournment**

With no further business to discuss, a motion to adjourn made at 6:57 p.m. by Pettet seconded by Holtmeier, passed without dissent.

December 2, 2019



December 5, 2019

RE: Recommendation – Track Loader for Landfill

Honorable Mayor and City Council,

John and I have been discussing the need for a new track loader at the landfill. I initially had \$160k budgeted for a small finish grade dozer based upon the landfill closing and us needing it to finish grade the slopes. That is not the case now that we are moving forward with landfill operations for the foreseeable future, we need to upgrade the equipment to keep in compliance with DNR and to provide the tools necessary to maximize the landfill investment so we have determined that a new Track Loader for the Landfill is necessary. In order to keep the cost down on the purchase of the new Track Loader we will trade in three pieces of equipment; a 1995 D6XHL Dozer, a 1998 CAT 953C Track Loader, and a 1982 CAT 120G Motor Grader. All three (3) pieces of equipment are underutilized, old, and have high potential for large scale repairs. Bids were received from ERB Equipment Co & Fabick CAT.

Below is the breakdown of the Track Loader bids, along with the trade-in's.

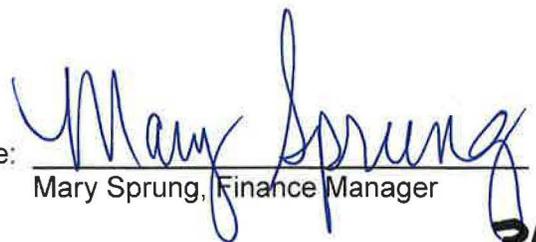
<b>ERB EQUIPMENT COMPANY:</b>			<b>FABICK CAT:</b>		
Description	Model	Price	Description	Model	Price
2020 JOHN DEERE 655K CRAWLER LOADER	655K	\$255,536.41	2020 CAT 953K TRACK LOADER Plus the PM Service Plus the Enhanced Cleaning Undercarriage	953K	\$295,795.00 \$60,000.00 \$25,000
Extended Warranty, 655K Comprehensive 4000 Total Hours or 60 Total Months, \$200 Deductible 5 Year 5,000 Hour Preventative Maintenance Plan		\$0.00	Standard Warranty: 12 MO, Unlimited Hrs, Premier For new machines and work /tools/attachments Extended Warranty: 953-60 MO/10000 HR PREMIER (Tier 4)		
Trade-In: 1995 D6XHL CAT Dozer		-\$30,000.00	Trade-In: 1995 D6XHL CAT Dozer		-\$25,000.00
Trade-In: 1998 CAT 953C CAT Track Loader		-\$21,000.00	Trade-In: 1998 CAT 953C CAT Track Loader		-\$13,000.00
Trade-In: 1982 CAT 120G Motor Grader		-\$15,000.00	Trade-In: 1982 CAT 120G Motor Grader		-\$19,000.00
<b>Total (after trade-in's)</b>		<b>\$189,536.41</b>	<b>Total (after trade-in's)</b>		<b>\$323,795.00</b>

The Landfill Department has \$160,000 budgeted for the Track Loader so we will do an amendment of \$29,536.41 for Landfill Operations out of Landfill Machinery & Equipment (420-38-000-542200). I am recommending that the City of Washington purchase the Track Loader from Erb Equipment Company as bid with all three trade-ins for the purchase price of \$189,536.41. Erb Equipment will pick up and haul off all trade-ins. If you have any questions, concerns or would like additional information, please feel free to contact me prior to the City Council Workshop Meeting.

Respectfully,

  
Tony Bonastia  
Street Superintendent

Concurrence:

  
Mary Sprung, Finance Manager

3A-a



January 6, 2020

Honorable Mayor and City Council  
City of Washington  
405 Jefferson Street  
Washington, MO 63090

RE: Bid Recommendation – Dog Park Fencing

Honorable Mayor and City Council,

As you are aware from recent Council Workshop updates, the Department has been working diligently this fall to update some of the amenities at South Pointe Bark Park. There have been plans for some time to create separate small and large dog areas. Fencing to separate the two areas and to match the existing fence was budgeted in the FY19-20 budget. A Request for Proposal was issued in December and one bid was received from Washington Fence Company.

**Staff recommends that City Council consider the approval of Washington Fence Company's bid in the amount of \$12,875.45 for Ameristar Wire Works Plus Fencing, hardware and labor to install the fence.**

As always, if you have any questions, concerns or would like additional information, please feel free to contact me prior to the City Council Meeting.

Respectfully,

A handwritten signature in blue ink that reads "Wayne Dunker".

Wayne Dunker, CPRP  
Director of Parks & Recreation



December 31, 2019

Honorable Mayor and City Council  
City of Washington  
Washington, MO 63090

**RE: Third Street Overlay and Improvement Project, Federal Project# STP-6401(602)**

Dear Mayor and City Council Members:

Find enclosed an ordinance that would allow the City to enter into a contract with SC Engineering, LLC dba Cochran for engineering services for the Third Street Overlay and Improvement Project. Note that the ordinance is contingent upon MoDOT approval. This project includes a two inch asphalt overlay with full width cold milling, removal and replacement of all sidewalks and curb and gutter to meet ADA regulations from Jefferson Street to Highway 47.

The contract proposes the following compensation amounts:

DESIGN costs not to exceed.....	\$59,963.81
CONSTRUCTION INSPECTION costs not to exceed.....	\$39,655.09
<b>Total.....</b>	<b>\$99,618.90</b>

The budget established at the time of the June 2018 East West Gateway grant application is shown below:

Design Engineering 2020.....	\$ 60,000
Right-of-way acquisition 2021.....	\$ 10,000
Construction 2022.....	\$ 807,990
Construction Testing and Engineering 2022.....	<u>\$ 40,000</u>
<b>Total.....</b>	<b><u>\$ 917,990</u></b>

City Share 20%.....	\$183,598	EWGW Share 80%.....	\$734,392
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3C.a

The submitted contract is within the parameters of the established budget and approval is recommended.

Sincerely,



Andrea F. Lueken, P.E.  
Assistant City Engineer