

Mascoutah City Council

September 8, 2015
REGULAR MEETING AGENDA

City Council Meeting - 7:00 pm

1. PRAYER & PLEDGE OF ALLEGIANCE
2. CALL TO ORDER
3. ROLL CALL
4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*
5. MINUTES, August 17, 2015 City Council Meeting (Page 1 to Page 5)
MINUTES, August 17, 2015 Executive Session Meeting (Confidential, see City Clerk)
6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.
7. REPORTS AND COMMUNICATIONS
 - A. Mayor – Proclamation
 - B. City Council
 - C. City Manager
 - D. City Attorney
 - E. City Clerk
8. COUNCIL BUSINESS
 - A. Council Items for Action:
 1. South 10th Street Watermain Replacement – Bid Award (Page 6 to Page 8)
Description: Approval and authorization of bids for furnishing all labor, materials and equipment to construct an 8' watermain along the west side of South 10th Street from State to South St.

Recommendation: Council Approval.
 2. Code Change – Bidding and Contract Procedures (First Reading) (Page 9 to Page 13)
Description: Council approval of an Ordinance to amend the Chapter 1 – Administration, Article II – City Officials, Section 1-2-27 – Bidding and Contract Procedures of the City Code of Ordinances.

Recommendation: First Reading.

3. Street Closing – Hero Run (Page 14 to Page 16)

Description: Approval of resolution to close portions of Main Street and Sixth Street for the annual Hero Run as requested by Brent Bergher Chrysler.

Recommendation: Council Approval and Adoption of Resolution.

4. Main Street Closing – Lighted Christmas Parade(Page 17 to Page 19)

Description: Mascoutah Chamber of Commerce is requesting that the City close Main Street (IL 177) on December 4, 2015 for the annual Lighted Christmas Parade.

Recommendation: Council Approval and Adoption of Resolution.

5. Bid Waiver – Cemetery Columbarium (Page 20 to Page 23)

Description: Approval to waive the competitive bidding requirements for the Cemetery Columbarium purchase.

Recommendation: Council Approval.

B. Council – Miscellaneous Items

- IML Conference Sessions

C. City Manager

- Domino's – Tap Fee & Electric Install Fee Abatement
- Hayden – Villa's
- Poplar St. Engineering

10. PUBLIC COMMENTS (3 MINUTES)

11. ADJOURNMENT TO EXECUTIVE SESSION – NONE

12. MISCELLANEOUS OR FINAL ACTIONS

13. ADJOURNMENT

POSTED 9/4/15 at 5:00 PM

**CITY OF MASCOUTAH
CITY COUNCIL MINUTES
#3 WEST MAIN STREET
MASCOUTAH, IL 62258-2030**

AUGUST 17, 2015

The minutes of the regular meeting of the City Council of the City of Mascoutah.

PRAYER AND PLEDGE OF ALLEGIANCE

City prayer was delivered by City Clerk Kari Haas. The Council remained standing and recited the Pledge of Allegiance.

CALL TO ORDER

Mayor Gerald Daugherty called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Mayor Gerald Daugherty and Council members Ben Grodeon, Paul Schorr, John Weyant, and Pat McMahan.

Absent: None.

Other Staff Present: City Manager Cody Hawkins, City Clerk Kari Haas, City Attorney Al Paulson, Police Chief Bruce Fleshren, Assistant Fire Chief Rob Stookey, and Assistant City Manager Lisa Koerkenmeier.

Establishment of a Quorum: A quorum of City Council members was present.

AMEND AGENDA

None.

MINUTES

The minutes of the August 3, 2015 regular City Council meeting were presented and approved as amended.

Motion passed. Passed by unanimous yes voice vote.

PUBLIC COMMENTS

None.

DEPARTMENT REPORTS

Assistant Fire Chief Rob Stookey – July 2015 report was provided.

Police Chief Bruce Fleshren – July 2015 report was provided.

Finance Coordinator Lynn Weidenbenner – absent – Monthly financials provided.

City Engineer/Director of Public Works Ron Yeager – absent – Status report on public projects and monthly building permits report provided. Councilman Weyant asked if the punch list items on Harnett Street were done. City Manager stated that the City Engineer and contractor went through the punch list and believes that everything has been completed. Councilman Schorr asked if North 10th Street is going to start this week. City Manager stated that it is scheduled to start but with the rain coming there may be a delay. Councilman Weyant asked if all utilities had been moved. City Manager stated that Frontier still has a line within the right-of-way and are still working with them to have it moved. City Manager stated that we will more than likely have to begin work prior to the line being moved.

REPORTS AND COMMUNICATIONS

Mayor

Attended the following meetings and functions: Celebration for Pastor Duane Smith's 15 year anniversary, change of command ceremony at Scott AFB, Convoy of Hope in O'Fallon.

City Council

Grodeon – Nothing to report.

Schorr – Attended the following meetings and functions: Parks and Recreation Commission meeting, signed up for the State's Attorney government and ethics training at SWIC.

Weyant – Nothing to report.

McMahan – Nothing to report.

City Manager – Nothing to report.

City Attorney – Nothing to report.

City Clerk – Nothing to report.

COUNCIL BUSINESS

CONSENT CALENDAR (OMNIBUS)

The July 2015 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Councilman Grodeon asked about the Fuesser Road construction expense with TWM. City Manager stated that we have had TWM on the job since the beginning and especially more recently to keep work logs and track progress. City Manager stated that this work is being done in addition to what the City Engineer is doing.

Grodeon moved, seconded by Schorr, to accept all items under Omnibus consideration.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

MAIN STREET CLOSING – FALL FEST

City Manager presented report for Council consideration of approval of request from the Mascoutah Chamber of Commerce to close Main Street (IL 177) on October 17, 2015 for the Fall Fest.

Councilman Weyant asked why the street was going to be closed to 2nd Street. City Manager stated that it is to allow more room for the car show.

Councilman Schorr asked if the Chamber is going to contact the businesses regarding the closing. City Manager stated that the Chamber will and staff will ensure that it is done.

Weyant moved, seconded by Grodeon, to authorize the closing of Main Street (IL 177) from Second St. to Route 4 on October 17, 2015 from 7 a.m. to 5 p.m. for the annual Fall Fest by adopting Resolution No. 15-16-05.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

VACATION OF UTILITY EASEMENT – 10 CORRINGTON PLACE (SECOND READING)

City Manager presented report for Council consideration of approval of vacation of existing utility easement at 10 Corrington Place (Lot 5) by adoption of ordinance.

Schorr moved, seconded by Grodeon, to approve and adopt Ordinance No. 15-17, Deed of Vacation for vacation of the utility easement at 10 Corrington Place.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

COUNCIL – MISCELLANEOUS ITEMS

Councilman Schorr commented on the cemetery mowing and stated that with all the rain he believes they have been keeping up with it and doing a very good job.

CITY MANAGER – MISCELLANEOUS ITEMS

City Manager provided information to Council regarding construction of a cemetery columbarium for cremains. City Manager stated that at the last Cemetery Board meeting, the members recommended going with a small one which contains 72 niches. City Manager stated that the total cost will be around \$63,000. City Manager stated that the Cemetery Board is going to use the Cemetery Trust funds to pay for it and the City would pay that fund back with the sales of the niches. Council was in agreement to move forward with the project.

City Manager provided information to Council regarding the proposed electric rate redesign provided by UFS who did the rate study for the City. City Manager stated that the proposed rate design would provide rate relief for large users and start the process of getting base rates

in line with the market and industry standard. Council was in agreement to move forward with the steps needed to implement.

City Manager provided information to Council regarding the sewer treatment plant design plan. Randy Burk, TWM Vice President, was present and provided additional information. Council asked questions and discussed the plan and was in agreement to have staff move forward with the project.

City Manager provided information regarding TIF 1 and the 4-year remaining life and financial impacts regarding the bond shared with the Electric Fund and the Fuesser Road expenses. Council was in agreement to discuss it with the auditor and then make a decision.

City Manager provided information to Council regarding the entrance signs and redoing one with the funds budgeted. Council was in agreement to start with the north sign.

City Manager provided information to Council regarding the conversations and negotiations with the Greystone Manor developer to pay the City back for debts owed for infrastructure by the developer. City Manager stated that he had worked out a proposal with the developer which Council had agreed to which was to use the funds the City owes the developer on the Townsend Square lift station and apply that to the debt he owes us and there would be a remaining balance which was paid by the developer this week. City Manager stated that the developer did offer another solution which would be for him to add \$1,000 to the lots he still owns in Greystone to pay the City back. City Manager stated that the City would probably get paid back faster under that scenario but the City would still have to continue do the accounting and keeping track of the debt owed. City Manager stated that he does not like the fact that it seems the City is having to make a new deal to undo a deal done in the past. City Manager stated that he has been trying to work with the developer to get the money owed to the City and keep it out of litigation. Council discussed whether or not to make the new deal to pay off the old deal or to have the developer agree to what was already proposed. Councilman Grodeon stated that he did not agree to any future deals and is not in favor of issuing any building permits until the bills are paid. Mayor and Councilman Weyant were in favor of going with the newer proposal to pay back the debt through the sale of the lots in Greystone. Councilman Grodeon, Councilman Schorr and Councilman McMahan were in favor of making no deals and having the developer pay off his debt.

PUBLIC COMMENTS

None.

ADJOURNMENT TO EXECUTIVE SESSION

Grodeon moved, seconded by Schorr, to adjourn to Executive Session to discuss Personnel – Section 2(c)(1) and Litigation – Section 2(c)(11) at 8:15 p.m.

Motion passed. AYE's – Grodeon, Schorr, Weyant, McMahan, Daugherty. NAY's – none.

RETURN TO REGULAR SESSION

Schorr moved, seconded by McMahan, to return to Regular Session at 8:29 p.m.

Motion passed. Motion passed by unanimous yes voice vote.

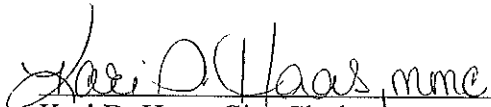
MISCELLANEOUS OR FINAL ACTIONS

None.

ADJOURNMENT

McMahan moved, seconded by Schorr, to **adjourn at 8:30 p.m.**

Motion passed. Motion passed by unanimous yes voice vote.


Kari D. Haas, City Clerk

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: South 10th Street Watermain Replacement - Bid Award

MEETING DATE: September 8, 2015

REQUESTED ACTION:

Approval and authorization of bids for furnishing all labor, materials and equipment to construct an 8' watermain along the west side of South 10th Street from State to South St.

BACKGROUND & STAFF COMMENTS:

Bids for the *South 10th Street Watermain Replacement Project* were opened on Thursday, September 3, 2015. There were 3 bidders total. Lowest qualified bid was submitted by Ehret, Inc. of Belleville, IL for a total amount of \$32,881.35. This project consists of constructing a new 8" watermain on the west side of South 10th Street from State Street to South Street. This work will also require the contractor to retire the existing 4" cast iron main at this location and connecting several service lines to adjacent properties.

FUNDING:

This project will be paid for with Water Funds.

RECOMMENDATION:

Approval of low bid for furnishing all labor, materials and equipment for the *South 10th Street Watermain Replacement Project* to Ehret Inc. for the total bid of \$32,881.35.


SUGGESTED MOTION:

I move that the Council approve the low bid of \$32,881.35 to Ehret Inc. of Belleville, IL for furnishing all labor, materials and equipment for the *South 10th Street Watermain Replacement Project* and authorize appropriate officials to execute the necessary documents.

Prepared By:


Ron Yeager
City Engineer

Approved By:


Cody Hawkins
City Manager

Attachment: A – Letter of Recommendation of Award from Thouvenot, Wade & Moerchen
B – Bid Tab



WWW.TWM-INC.COM

THOUVENOT, WADE & MOERCHEN, INC.

CONSULTING ENGINEERS ■ LAND SURVEYORS ■ PLANNERS

SWANSEA • WATERLOO • EDWARDSVILLE • CARBONDALE • ST. CHARLES

CORPORATE OFFICE

4940 OLD COLLINSVILLE ROAD
SWANSEA, IL 62226
TEL 618.624.4488
FAX 618.624.6688

September 3, 2015

Ron Yeager, City Engineer

City of Mascoutah
#3 West Main Street
Mascoutah, IL 62258

RE: 10th Street Watermain Replacement from State to South Bid Opening

Dear Ron:

Three general contractors submitted bids for the Tenth Street Watermain Replacement from State to South project, attached is the bid tab. Ehert, Inc. was the low bidder with a bid of \$32,881.350. The bid amount was just below the TWM's opinion of construction cost of \$ 34,000.00. TWM has worked with Ehert on several water main projects in Mascoutah and other communities, and they have provided good workmanship on those projects. TWM is recommending that City accepts Ehert's bid for the project.

Respectfully,

THOUVENOT, WADE & MOERCHEN, INC.

SWANSEA CORPORATE OFFICE

Chad Ross
Project Engineer

CC:

ENCL: Bid Tab

FOUNDERS

Roland G. Thouvenot, PE
Jerry T. Wade, PLS (Dec.)
William J. Moerchen

PRINCIPALS

Roland G. Thouvenot, PE
Paul K. Homann, PE
Randall W. Burk
Craig D. Brauer, PE

ASSOCIATES

Joseph W. Moerchen, PLS
Vicki L. Wade, PE
"Rusty" Christmann, PE, SE
Marsha J. Maller, PE
Robert S. DeConcini, PE
Lyndon J. Joost
Edgar "Mike" Barnal, PLS
Sheila J. Kimlinger, PE, SE

**EXCEPTIONAL SERVICE.
NOTHING LESS.**

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & City Council

FROM: Cody Hawkins – City Manager

SUBJECT: Code Change – Bidding and Contract Procedures (First Reading)

MEETING DATE: September 8, 2015

REQUESTED ACTION:

Council approval of an Ordinance to amend the Chapter 1 – Administration, Article II – City Officials, Section 1-2-27 – Bidding and Contract Procedures of the City Code of Ordinances.

BACKGROUND & STAFF COMMENTS:

Council has had discussions at previous City Council meetings regarding bidding requirement for engineering services. The attached ordinance changes the code to require for requests for proposals for engineering services valued at over \$20,000.00.

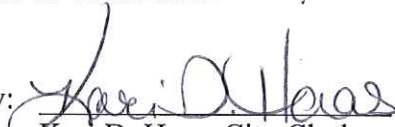
RECOMMENDATION:

Council approval and adoption of ordinance.

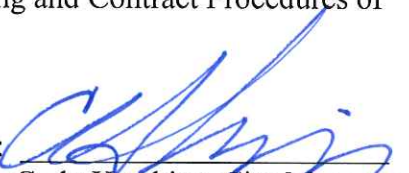
SUGGESTED MOTION:

I move that the Council approve and adopt Ordinance No. 15-____, amending Chapter 1 – Administration, Article II – City Officials, Section 1-2-27 – Bidding and Contract Procedures of the City Code of Ordinances.

Prepared By:


Kari D. Haas, City Clerk

Approved By:


Cody Hawkins, City Manager

Attachments: A – Ordinance

ORDINANCE NO. 15-__

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES,
CHAPTER 1 – ADMINISTRATION
ADOPTED OF THE CITY OF MASCOUTAH, ILLINOIS.**

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MASCOUTAH, IN ST. CLAIR COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: Amending CHAPTER 1 – ADMINISTRATION, ARTICLE II – CITY OFFICIALS, as attached.

SECTION 2: This ordinance shall be in full force and effect after passage, approval and publication as required by law.

PASSED by the Mayor and the City Council of the City of Mascoutah, County of St. Clair, State of Illinois, upon motion by Councilman _____, seconded by Councilman _____, adopted on the following roll call vote on the ____ day of September, 2015, and deposited and filed in the Office of the City Clerk in said City on that date.

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
Benjamin Grodeon	_____	_____	_____
Paul Schorr	_____	_____	_____
John Weyant	_____	_____	_____
Pat McMahan	_____	_____	_____
Gerald Daugherty	_____	_____	_____

APPROVED AND SIGNED by the Mayor of the City of Mascoutah, Illinois, this ____ day of September, 2015.

ATTEST:

Mayor

City Clerk
(SEAL)

Attachment A

CHAPTER 1 – ADMINISTRATION
Article II – City Officials

Sec. 1-2-27. - Bidding and contract procedures.

(a) Competitive bidding required. Any work or other public improvement which is not to be paid for in whole or in part by special assessment or special taxation, and all purchases of and contracts for supplies, materials, and services shall, except as specifically provided herein, be based whenever possible on competitive bids.

(b) Formal contract procedure. All work or other public improvement which is not to be paid for in whole or in part by special assessment or special taxation, and all purchases, orders or contracts for supplies, materials, equipment or contractual services except as otherwise provided herein, when the estimated cost thereof shall exceed \$20,000.00, shall be purchased from the lowest responsible bidder, after due notice inviting bids, unless competitive bidding is waived by a vote of two-thirds of the councilmen then holding office.

(c) Notice inviting bids. Notice inviting bids shall be published at least once in a newspaper with general circulation within the city. The city shall also advertise all pending work or purchases by posting a notice on the ~~public bulletin board in the City Hall~~ City's website.

(d) Scope of notice. The newspaper notice required herein shall include a general description of the work to be performed or the articles to be purchased, shall state where specifications may be secured, and the time and place for opening bids.

(e) Bid deposits. When deemed necessary by the city council, bid deposits shall be prescribed in the public notices inviting bids. Unsuccessful bidders shall be entitled to the return of their bid deposits upon the award of the contract by the city manager. A successful bidder shall forfeit any bid deposit required by the city council upon failure on his part to enter into a contract within ten days after the award.

(f) Bid opening procedure.

(1) Sealed. Bids shall be submitted sealed to the city and shall be identified as bids on the envelope.

(2) Opening. Bids shall be opened in public at the time and place stated in the public notice.

(3) Tabulation. A tabulation of all bids received shall be made by the city manager or by a city employee, in which event, a tabulation of the bids shall be furnished to the city council at its next regular meeting.

(g) Rejection of bids. The city shall have the authority to reject all bids or parts of all bids when the public interest will be served thereby.

(h) Bidders in default to city. The city shall not accept the bid of a contractor who is in default on the payment of taxes, licenses or other monies due the city.

(i) Award of contract.

(1) Authority in city. The city council shall have the authority to award contracts within the purview of this section.

(2) Lowest responsible bidder. Contracts shall be awarded to the lowest responsible bidder on the basis of the bid that is in the best interest of the city to accept. In awarding the contract, in addition to price, the city council shall consider:

- a. The ability, capacity and skill of the bidder to perform the contract to provide the service required;
- b. Whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the bidder;
- d. The quality of the performance of previous contracts or services;
- e. The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- f. The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- g. The quality, availability and adaptability of the supplies or contractual services to the particular use required;
- h. The ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- i. The number and scope of conditions attached to the bid.

(3) Performance bonds. The city manager shall have the authority to require a performance bond, before entering into a contract, in such amounts as it shall find reasonably necessary to protect the best interests of the city.

(j) Open market procedure. All work and purchases of supplies, materials and services of less than the estimated value of \$20,000.00 shall be made in the open market, without newspaper advertisement and without observing the procedure prescribed by this section for the award of formal contracts.

(k) Professional services exempt from bidding requirements.

(1) All contracts for professional services, including, but not limited to, attorneys, engineers, real estate appraisers and architects and any other profession whose ethical code involved prohibits or discourages involvement in normal bidding procedures, may be entered into by the city without observing the bidding procedures prescribed by this section for the award of formal contracts.

(2) For engineering services valued at over \$20,000.00, a Request for Proposal (RFP) is to be prepared much the same way as specifications, including requirements and minimum standards for the services to be provided. A limited number of qualified professionals known to the City will be invited to submit a proposal providing the information required and setting forth their price for those services. The City Manager and/or his designee will review the proposals and submit a recommendation to the city council for contract award.

(l) Emergency purchases. In case of an apparent emergency which requires immediate work or purchase of supplies materials or services, the city manager shall be empowered to secure by open market procedure as herein set forth, at the lowest obtainable price, any work, supplies, materials or services regardless of the amount of the expenditure.

(m) Cooperative purchasing. The city shall have the authority to join with other units of government in cooperative purchasing plans when the best interests of the city would be served thereby.

(Ord. No. 06-19, § 1, 9-18-06)

State law reference— See 65 ILCS Sec. 5/2-2-12, 8-9-1 and 8-9-2.

Sec. 1-2-111. - Appointment.

With the advice and consent of the city council, the mayor may appoint an engineer for the city, who shall serve for the term of the mayor or for such period not exceeding the term of the mayor, as may be designated by the mayor and city council.

CITY OF MASCOUTAH

Staff Report

TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: **Street Closing – Hero Run**

MEETING DATE: September 8, 2015

REQUESTED ACTION:

Approval of resolution to close portions Main Street and Sixth Street for the annual Hero Run as requested by Brent Bergheger Chrysler.

BACKGROUND & STAFF COMMENTS:

Brent Bergheger Chrysler will be holding the annual Hero Run on Saturday, October 3rd. The organization is requesting that Main Street be closed from Market to Sixth Street and Sixth Street from Main Street to Church Street from 8:00 a.m. to 11:00 a.m. on Saturday, October 3rd. Staff has met with the organizers of the Hero Run and are in agreement that closing portions of Main Street and Sixth Street during the start of the Hero Run would provide the best safety for the runners.

This request is coming before the Council because it involves State Highways and requires a Council resolution before we submit it to IDOT.

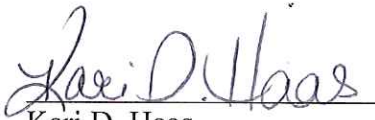
RECOMMENDATION:

City Manager recommends that the Council approve resolution.

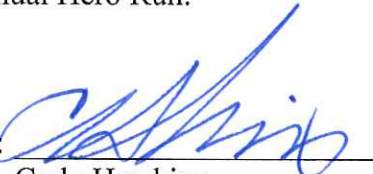
SUGGESTED MOTION:

I move that the Council approve and adopt Resolution No. 15-16-___ to authorize the closing of Main Street from Market Street to Sixth Street and Sixth Street from Main Street to Church Street, from 8:00 a.m. to 10:00 a.m. on October 3, 2015 for the annual Hero Run.

Prepared By:


Kari D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – IDOT Resolution

RESOLUTION NO. 15-16-__

WHEREAS, the City of Mascoutah/Brent Bergheger Chrysler Dodge Jeep Ram is sponsoring a Hero Run in the City of Mascoutah which event constitutes a public purpose; and

WHEREAS, this Hero Run will require the temporary closure of Route 177 (Main Street), a State Highway in the City of Mascoutah from Market Street to Sixth Street and the closure of Sixth Street from Main Street to Church Street; and

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MASCOUTAH:

That permission to close off Route 177 from Market Street to Sixth Street and Sixth Street from Main Street to Church Street as above designated, be requested of the Department of Transportation.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 8:00 a.m. and 11:00 a.m. on October 3, 2015.

BE IT FURTHER RESOLVED, that this closure is for the public purpose of Hero Run.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted for the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.)* The detour route shall be as follows: traffic traveling West on Route 177: South on Jefferson to State Street, West on State Street to Seventh Street, North on Seventh Street to Route 177. Traffic Traveling East to use same detour. Traffic traveling South on Sixth Street: East on Fuesser Road to Route 4.

*To be used when appropriate.

BE IT FURTHER RESOLVED, that the City of Mascoutah assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall at the expense of the City be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

Attachment 'A'

BE IT FURTHER RESOLVED, that all debris shall be removed by the City of Mascoutah prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the City of Mascoutah as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Mascoutah.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (NOTE: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the City of Mascoutah/Brent Bergheger Chrysler Dodge Jeep Ram hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the City of Mascoutah/Brent Bergheger Chrysler Dodge Jeep Ram shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$500,000 per person and \$1,000,000 aggregate, which has the Illinois Department of Transportation and its officials, employees, and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED and APPROVED by the Mayor and City Council of the City of Mascoutah this 8th day of September, 2015, A.D.

Mayor

ATTEST:

City Clerk
(SEAL)

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council

FROM: Cody Hawkins – City Manager

SUBJECT: **Main Street Closing – Lighted Christmas Parade**

MEETING DATE: September 8, 2015

REQUESTED ACTION:

Mascoutah Chamber of Commerce is requesting that the City close Main Street (IL 177) on December 4, 2015 for the annual Lighted Christmas Parade.

BACKGROUND & STAFF COMMENTS:

Mascoutah Chamber of Commerce will be holding the Lighted Christmas Parade on Friday, December 4th. They are requesting closing of Main St. (IL 177) from Jefferson Street to Second Street from 5 p.m. to 8 p.m. This request is coming before the Council because it involves a State Highway and requires a Council resolution before we submit it to IDOT. Additionally, the Chamber has asked that in the event of a weather cancellation the parade may be held and the street closure approved for December 5, 2015 or December 6, 2015 during the same approximate time period between 5 p.m. to 8 p.m.

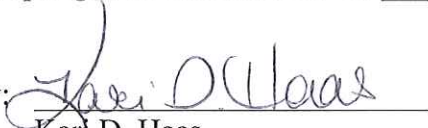
RECOMMENDATION:

Council approval of resolution to close Main Street for the Lighted Christmas Parade.

SUGGESTED MOTION:

I move that the Council authorize the closing of Main Street (IL 177) from Jefferson Street to Second Street on December 4, 2015 from 5 p.m. to 8 p.m. for the annual Lighted Christmas Parade by adopting Resolution No. 15-16-__.

Prepared By:


Karl D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachment: A – IDOT Resolution

RESOLUTION NO. 15-16-__

WHEREAS, Mascoutah Chamber of Commerce is sponsoring the 2015 Lighted Christmas Parade in the City of Mascoutah which event constitutes a public purpose; and

WHEREAS, this Christmas Parade will require the temporary closure of Route 177, a State Highway in the City of Mascoutah from Jefferson Street to Second Street ; and

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF MASCOUTAH:

That permission to close off Route 177 from Jefferson Street to Second Street as designated above be requested of the Department of Transportation.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 5:00 PM and 8:00 PM on December 4, 2015, or in the event of a weather cancellation may be held on December 5, 2015 or December 6, 2015 during the same approximate time period between 5:00 PM and 8:00 PM.

BE IT FURTHER RESOLVED, that this closure is for the public purpose of 2015 Lighted Christmas Parade.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted for the State Highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic.)* The detour route shall be as follows: traffic traveling West on Route 177: North on Jefferson (Route 4) to Harnett Street, West on Harnett Street to Sixth Street, South on Sixth Street to Route 177. Traffic Traveling East on Route 177: North on Sixth Street to Harnett Street, East on Harnett Street to Jefferson (Route 4), South on Jefferson (Route 4) to Route 177.

*To be used when appropriate.

BE IT FURTHER RESOLVED, that the City of Mascoutah assumes full responsibility for the direction, protection, and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall at the expense of the City be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers, and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

Attachment 'A'

BE IT FURTHER RESOLVED, that all debris shall be removed by the City of Mascoutah prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the City of Mascoutah as may be approved by the Illinois Department of Transportation. These items shall be provided by the City of Mascoutah.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (NOTE: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED, that Mascoutah Chamber of Commerce hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that Mascoutah Chamber of Commerce shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$500,000 per person and \$1,000,000 aggregate, which has the Illinois Department of Transportation and its officials, employees, and agents as insured's and which protects them from all claims arising from the requested road closing.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED and **APPROVED** by the Mayor and City Council of the City of Mascoutah this 8th day of September, 2015, A.D.

Mayor

ATTEST:

City Clerk
(SEAL)

CITY OF MASCOUTAH
Staff Report

TO: Honorable Mayor & Council
FROM: Cody Hawkins – City Manager
SUBJECT: Bid Waiver – Cemetery Columbarium

MEETING DATE: September 8, 2015

REQUESTED ACTION:

Approval to waive the competitive bidding requirements for the Cemetery Columbarium purchase.

BACKGROUND & STAFF COMMENTS:

As mentioned in past meetings, the Cemetery Board would like to purchase a columbarium for the City Cemetery. The total cost for the columbarium is \$46,699.00. Staff is asking for the competitive bidding to be waived for this purchase. Section 1-2-27 of the City Code states that competitive bidding can be waived by a vote of two-thirds of the Council. The design of a columbarium is very specialized to the needs and wants of the cemetery. Requesting bids for this purchase would be impossible since it would involve a very detailed design which would result in only one bidder; the company who did the design work for the columbarium requested. This purchase is going to be done using the local monument company, Arthur J. Lager Monument Company.

FUNDING:

This project will be paid for with Cemetery Trust Funds.


RECOMMENDATION:

Approval to waive the competitive bidding requirements for the Cemetery Columbarium purchase.

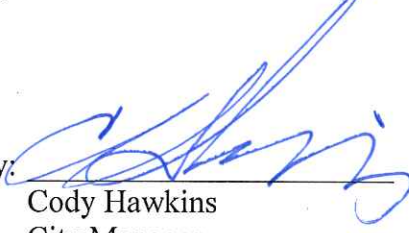
SUGGESTED MOTION:

I move that the Council waive the competitive bidding requirements for the Cemetery Columbarium purchase.

Prepared By:


Kari D. Haas
City Clerk

Approved By:


Cody Hawkins
City Manager

Attachments: A – Price Quotation, Columbarium design



ARTHUR J. LAGER
MONUMENT COMPANY
220 N. Fourth Street, Breese, IL 62230
618 • 526 • 7792

PRICE QUOTATION

DATE: July 28, 2015

PROJECT NAME: Mascoutah City Cemetery
Columbarium & Memorial Benches

LOCATION: Mascoutah, IL

CLIENT: City of Mascoutah

ADDRESS: 3 West Main Street
Mascoutah, IL 62258

ATTN: Cody Hawkins

PHONE NO: 618-566-2964 **EMAIL:** chawkins@mascoutah.com

FROM: Jerry Lager

PHONE: 618-526-7792

FAX: 618-526-7793

CELL: 618-978-6288

EMAIL: jlager@lagermonument.com

COLUMBARIUM

SEVENTY-TWO NICHE COLUMBARIUM DESIGN TSS1365

OCTAGON DESIGN WITH FLUTED HALF COLUMNS AND FLAT ROOF

MATERIAL: NEWBURY GRAY GRANITE

FINISH: ALL POLISHED WITH STEELED HALF COLUMNS

SIZE: 89" LONG X 86" WIDE X 88" TALL

NICHE DOORS

MATERIAL: JET BLACK GRANITE

FINISH: POLISHED FRONT FACE, BALANCE SAWED

SIZE: 12" LONG X 12" TALL

PRICE FOR MATERIALS AND LABOR FOR INSTALLATION: \$31,430.00

COLUMBARIUM BASE

OCTAGON SHAPED BASE

MATERIAL: NEWBURY GRAY GRANITE

FINISH: POLISHED TOP, ROUGH SIDES

SIZE: 94" LONG X 91" WIDE X 8" TALL (MADE IN TWO PIECES)

PRICE FOR MATERIALS AND LABOR FOR INSTALLATION: \$4,870.00

EAGLE STATUE (OPTION 1)

FULLY SCULPTED EAGLE STATUE WITH FOLDED WINGS

MATERIAL: NEWBURY GRAY GRANITE

FINISH: ALL STEELED

SIZE: 24" TALL

PRICE FOR MATERIALS AND LABOR FOR INSTALLATION: \$1,560.00



EAGLE STATUE (OPTION 2)

FULLY SCULPTED EAGLE STATUE WITH SPREAD WINGS

MATERIAL: NEWBURY GRAY GRANITE

FINISH: ALL STEELED

SIZE: 24" TALL

PRICE FOR MATERIALS AND LABOR FOR INSTALLATION: \$2,970.00

FREIGHT

FREIGHT ON MATERIAL LISTED ABOVE TO PROJECT SITE

PRICE FOR FREIGHT: \$1,500.00

CRANE FEES

115 TON CRANE WITH A REACH OF 50 FEET

CRANE FEE: \$4,000.00

NOTE: IF LARGER CRANE IS REQUIRED DUE TO SITE CONDITIONS AN ADDITIONAL FEE WILL APPLY

COLUMBARIUM NOTES:

1. Above price includes only the materials and quantities listed above.
2. No concrete foundation work is included in above pricing. All concrete work will be provided by client.
3. No site work or landscaping is included in above pricing.
4. No engraving of columbarium or niche doors is included in above pricing.
5. Price quote is valid for 60 days
6. Approximate time to fabricate columbarium after approved order is received: 4-5 months
7. Total approximate weight of columbarium and base 18,055 lbs.

MEMORIAL BENCHES**DESIGN BEN01**

1 BENCH SEAT: 48" LONG X 14" WIDE X 4" TALL – STRAIGHT ALL POLISHED FINISH

2 BENCH LEGS: 12" WIDE X 4" THICK X 14" TALL – STRAIGHT ALL POLISHED FINISH

PRICE IN NEWBURY GRAY GRANITE: \$643.00 EACH

DESIGN BEN02

1 BENCH SEAT: 48" LONG X 14" WIDE X 4" TALL – STRAIGHT ALL POLISHED FINISH

2 BENCH LEGS: 12" WIDE X 4" THICK X 14" TALL – CURVED ALL POLISHED FINISH

PRICE IN NEWBURY GRAY GRANITE: \$643.00 EACH

BENCH NOTES:

1. Above pricing is for material and installation only.
2. Engraving front of bench seat additional: \$125.00
Engraving top of bench seat additional: \$250.00
3. No concrete foundation work is included in above pricing. All concrete work will be provided by client.

