



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
Regular Meeting
May 11, 2021
7:00 PM
Electronic Conference Call

Board or Commission: Capital Improvements

Date: May 11, 2021

Meeting: Regular

Called to Order: 7:01 p.m.

Quorum: Yes

Adjourned: 9:49 p.m.

Member Attendance:

Steve Szymanski	Chairman	Present
Joel Baldin	Commissioner	Present
Adam B. Biggam	Commissioner	Present
Joshua J. Cattero	Commissioner	Present
Arthur F. Foerster	Commissioner	Present
Michael M. Lindquist	Commissioner	Present
Steve Neurauder	Commissioner	Present
Rocco J. Zuccherro	Commissioner	Present
Steve Thompson	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

Dave Buckley	Interim Public Works Director
Chris Clark	Fire Chief
Phil Norton	Police Chief
Tom Topor	Senior Civil Engineer
Steve Warner	Civil Engineer
Elisa Pollina	Recording Secretary
Mike Folkening	Civiltech Engineering
Phil Hutchinson	Civiltech Engineering
Kristin Kalitowski	Civiltech Engineering

A. CALL TO ORDER

The May 11, 2021 Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 7:01 PM via Electronic Conference Call.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES FROM MARCH 9, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION TO APPROVE MINUTES FROM MARCH 9, 2021 CAPITAL IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECOND BY: Commissioner Cattero

RESULT: UNANIMOUS APPROVAL

D. CURRENT BUSINESS

1. May 2021 CIC Meeting on CBD SUI – Review of Curb Extensions and Exclusive Turn Lane Removals:

Engineer Daubert reports we put together a memo on the CBD Streetscape and Utility Improvements as it relates to curb extensions and exclusive turn lane removals. On March 22, we brought to the Village Board an ordinance that commemorates the design elements of the Streetscape and Utility Improvements Project. As part of that agenda item, we received some general questions and concerns from a trustee regarding curb extensions and the removal of exclusive turn lanes. Based upon some dispositions and direction from the Village President, Police Chief Norton and Engineer Daubert went out to review the intersections on April 14th with Police Chief Norton following up with a memo outlining his thoughts on the curb extensions and turn lane removals which is included in the packet for the record. Tonight, we want to review and have a dialogue on the proposed changes including review of the pros and cons with the CIC, Chief Norton, and Fire Chief Clark. We would like to make a recommendation as far as where the CIC stands on the changes to the Village Board by the June workshop discussion on the project.

Engineer Daubert notes that in the context of parking losses in the CBD, our complete streets ordinance, and desire to make the CBD more pedestrian friendly that he had directed Civiltech to review some potential changes to the roadways in the CBD. The review included traffic counts and traffic video analysis to identify what impacts changes to the roadways would have on traffic, specifically due to the removal of turn lanes. Engineer Daubert notes that the improvements are proposed to shorten crosswalks, make pedestrians more visible to traffic, and to facilitate streetscape improvements.

Engineer Daubert presents the proposed changes on the following intersections: Forest & Pennsylvania, Main & Duane, and Main & Crescent.

Forest & Pennsylvania

Engineer Daubert begins with a summary of changes for Forest & Pennsylvania. He goes over the existing roadway configuration and summarizes the proposed changes for this intersection which are to consolidate the three northbound vehicular lanes into 2 lanes - a shared right turn and thru lane along with an exclusive left turn lane at the south leg of the intersection. In addition, a curb extension is proposed at the southwest corner of the intersection. The benefits include making the pedestrians more visible to traffic, shortening crosswalks, and allowing for widened sidewalk areas which will support a furniture zone for streetscape elements. Engineer Daubert elaborates that shortened crosswalks support pedestrian safety by reducing the time pedestrians are in the roadway. Engineer Daubert also notes that incorporation of streetscape improvements has been substantiated in white papers to provide economic benefits to communities. The main con of these changes is losing an exclusive turn lane which could be perceived as a negative impact on traffic. However, a traffic study involving synchro analysis reveals that doing so does not negatively affect the intersection performance; instead, there is a slight improvement due to the consolidation of conflicting movements.

Engineer Daubert asks Chief Norton and Chief Clark for their feedback on the proposed changes at Forest & Pennsylvania which are summarized below:

Police Chief Norton notes that because this is moving away from the CBD, I don't have an issue with this change. We would have to have an extended stoppage of train traffic for this to be of concern. Chief Norton notes that this doesn't offend us.

Fire Chief Clark notes he has no issue with this change.

Engineer Daubert asks Commissioners for their input on the changes at Forest & Pennsylvania.

Commissioners Biggam, Cattero (asked if there was any negative feedback to which Daubert replied no), Forester, Baldin (noted this would be a nice improvement for the downtown), Lindquist, Zuccherro (noted the streetscape improvements as a benefit), Neurauter (noted the aesthetic benefits) and Chairman Szymanski (noted he liked it including improved pedestrian access, streetscape elements, and aesthetics) all support the proposed change to Forest & Pennsylvania.

Main & Duane

Engineer Daubert advances to an overview of proposed changes at Main & Duane. He overviews the existing roadway configuration and notes that the proposed changes for this intersection are to consolidate the two southbound vehicular travel lanes (an exclusive right turn lane along with a shared thru/left turn lane) at the north leg of the intersection into a single shared thru/left/right turn lane. This change will allow for widened sidewalks on both sides of Main between Duane and the Tracks which will support streetscape improvements (tree planters). Also proposed is the widening of the sidewalk on Duane Street east of the intersection which in turn will shorten the crosswalk at the east leg of the intersection. Last, a curb extension is proposed at the southwest corner of the intersection which will likewise shorten the crosswalks at the west and south legs of the intersection. A traffic study of the changes was conducted with the improvements not adversely impacting traffic

operations at the intersection as depicted with 14' lanes. Civiltech noted that as part of their analysis, there were no conflicts observed between vehicles and pedestrians at the west leg of the intersection (southbound Main to westbound Duane). In summary, Civiltech did not anticipate that vehicle-pedestrian conflicts would adversely impact vehicle queuing across the tracks due to the low volume of right turning vehicles. However, due to concerns of the Police Chief, staff worked with Civiltech to incorporate an option that would widen the pavement just north of the intersection (at the corner) from 14' to 17'. Daubert notes that including the gutter there would be approximately 18'-1" of usable width of the roadway at the corner to allow southbound vehicles to have an escape should vehicles queue at the intersection. Daubert notes this is a good concession to still implement improvements while addressing the noted concern. Engineer Daubert asks the Police & Fire Chief for their feedback on the proposed changes.

Police Chief Norton notes this is where he starts to have issues as Rich notes. He notes his 36-year experience with the Village including 20 years as Chief with 16 or 17 of those served at the Civic Center which is proximate to this intersection in the downtown. He notes his intimate experience with traffic flows in the downtown including former train backups extending to Anthony Street prior to modern day train control technology. He notes that train traffic will only increase along with lots of building and pedestrians in the downtown. He notes Rich and he worked to make the roadway wide enough so that if someone stops at the intersection as if it is a 4-way stop, other motoring traffic behind them can drive around. Chief Norton notes the problem is that only works if the car is in the left most part of the lane. The Chief also notes the change in the law concerning motorists needing to yield to pedestrians which he feels will lead to increased conflict with pedestrians in this area. He notes the congestion issues with traffic in the CBD as the Village has studied overpasses and underpasses with any changes to congestion possibly forcing us into (constructing) an overpass or underpass.

Trustee Thompson discusses his observations of pedestrians crossing the north leg of the intersection where there is no crosswalk. He asks Chief Norton if there are any issues due to this. Chief Norton notes that most of our traffic is local residents that understand how the intersection works.

Daubert reiterates the benefits of providing room for streetscape, shortening the Prairie Path crossing by approximately 8' (~2 second time reduction in the roadway), and the changes along Duane Street shortening the crosswalks by 6' which reduces a pedestrian's time in the roadway by 1.7 seconds.

Daubert asks Jim Woods with Civiltech if he has anything to add. Jim notes we hear the Chief's concerns and value his experience. These changes are all about the tradeoffs of vehicular safety, pedestrian safety, and streetscape improvements. He notes we have about 150' of storage between Duane and the tracks and that numerous cars would have to stack up to back traffic across the tracks. He also notes that the existing lanes are only 10' in width each (20' total) so we are only reducing the width by 3' at the north leg of the intersection. He also notes that as vehicles turn towards pedestrians, they do leave a significant amount of room for traffic to drive around them. He feels that the pros and cons have been stated here.

Chief Norton asks if line striping could be used on the street to delineate where cars should not go to keep the escape path clear. Engineer Daubert states yes we could use line striping such as hatching along the edge of pavement. Jim notes we could use a similar treatment as the truck apron.

Chairman Szymanski asked Engineer Daubert if the turning volumes are low. Engineer Daubert notes that peak hour turns are low for southbound right turns but left turns towards the parking garage

are still significant. Commissioner Zuccherro asks if this takes into account the development (Apex 400) traffic and where their access points are. Engineer Daubert notes there are 3 access points to the public parking: Main, Hillside, and Glenwood. Engineer Daubert notes that while this is a big development, it is not a large traffic generator compared to the baseline Main Street traffic. Commissioner Foerster asks about when the traffic counts were completed. Chairman Szymanski notes counts were completed on March 19 of 2019. A discussion ensued on how traffic may be impacted during events. Engineer Daubert notes that when we complete traffic counts we are not necessarily trying to complete a study for the worst case scenario but rather under typical conditions. Events often include traffic control. Commissioner Neurauder asks if we attempt to model a standard day of future traffic. Engineer Daubert says yes, we do look at traffic projections 5 years out for Developments but with Capital Projects we look much further out. Jim Woods notes that these high density developments such as the 3 developments in Glen Ellyn (Avere, Apex 400, and Crescent Station) do not see high trip generations. These developments altogether are only increasing traffic at Main and Crescent by 2.2% in the morning peak hour and 3.5% in the evening peak hour. He also notes that when you have a grid network that the traffic that is generated disperses fairly rapidly so they are not necessarily focused at any particular intersection. Chief Norton comments that's just an average and the actual experience could be far different. He notes that we have no way of knowing what these developments will bring from in terms of pedestrian and foot traffic. He notes that pedestrian traffic could be high with Apex. Jim Woods notes that is what Rich is talking about with making the downtown more pedestrian friendly. Jim Woods notes that Civiltech completed studies in Elmhurst about big developments with similar traffic concerns. He noted that Civiltech redid a former study of the downtown from the early 2000s and despite the fact that a number of developments (9) that occurred, traffic remained steady. Jim Woods also referenced an Elmhurst 120 unit apartment development they studied where the traffic generated by the development was counted and found to only be 50% of what ITE (national averages) says it should generate for the evening peak hour and 80% of what ITE says it should generate for the morning peak hour. Engineer Daubert notes that ITE is very conservative and that people in downtown developments are less likely to have multiple cars for a household and more likely to share a car. Jim Woods notes that the number of vehicle miles travelled has declined over the years. Chief Norton notes we need to be cautious about how we interpret that as it may not apply to our downtown. Engineer Daubert regroups the discussion back to the pros/cons of the changes at this intersection.

Commissioner Foerster asks if we could make the changes on one side of the street and not the other. More specifically, he asks if we could widen the sidewalk on the east side of the street but keep the roadway configured as it is today on the west side of Main Street. Engineer Daubert and Kristin Kalitowski of Civiltech confirm this is possible. Commissioner Foerster asks if we could look into how the truck dropping off in front of Einstein can be accommodated with the narrowing of the roadway. Engineer Daubert notes that this is a concern and the Police Department has been working with businesses to have their delivery trucks stage in the commuter parking lot to the north. He notes that as part of the project we are trying to do a better communication plan and keep trucks from parking proximate to crosswalks and rather using loading areas. Chief Norton notes it may be difficult to train the truck drivers to do this.

Engineer Daubert asks if we can go through and see where each Commissioner stands on the proposed changes at Main and Duane.

Commissioner Biggam supports the revised design with the 17' taper at the corner with striping to support an escape for vehicles. Commissioner Cattero notes he is on the fence, he likes the idea of possibly just making the change on one side of the street, Commissioner Cattero errs on the side of

caution and notes that if he had to pick right now he does not support it but is open for further discussion. Commissioner Foerster supports the bumping out on the east side and keeping the west side at the current width. He does not like the striping. Commissioner Baldin likes the original proposed plan with the wider sidewalks. He does not like the escape lane with striping and feels that traffic could try to drive around one another and possibly make the intersection more dangerous whereas one designated lane seems better and that he would like 14' lanes as originally proposed. Commissioner Lindquist likes the original design with the 14' lanes all the way (no escape). Commissioner Zuccherro supports the revised design with the 17' taper, tighten up the west side sidewalk if possible to gain additional pavement width. Commissioner Neurauter supports the revised design with the 17' taper. Chairman Szymanski supports the revised design with the 17' taper and escape. In summary, two (2) Commissioners were not fully supportive of the changes, two (2) Commissioners were supportive of the original design (14' lanes with no taper/escape), and four (4) commissioners were supportive of the revised design (14' lanes with the southbound lane widened to 17' at the corner to provide a taper/escape).

Main and Crescent

Engineer Daubert moves on to discussing the last intersection of Main Street and Crescent Boulevard. He describes the existing roadway configuration. The existing configuration at the north leg of the intersection includes 3 lanes of traffic with lane assignments being an exclusive left turn lane, exclusive through lane, and an exclusive right turn lane. The proposed changes at the north leg of the intersection include consolidating the southbound exclusive right turn lane and exclusive thru lane into a shared thru/right turn lane. Also, at the west leg of the intersection, consolidate the eastbound exclusive right turn lane and exclusive thru lane into a shared thru/right turn lane. Also proposed are curb extensions at the northeast, northwest, and southwest corners of the intersection. Engineer Daubert discusses that the changes would facilitate the addition of parking spaces. He notes up to 3 spaces would be added at the north leg of the intersection and 3 spaces at the west leg of the intersection. He notes that while not uniformly supported, the existing southbound right turn lane is to be used for outdoor dining as it was last year. He also notes that curb extensions at the west leg of the intersection will shorten the crosswalk by 13' which will reduce the amount of time a pedestrian will be in the roadway by approximately 3.7 seconds based on the industry standard walking speed of 3.5' per second; the crosswalk at the north leg of the intersection will be shortened by 5' resulting in a 1.4 second reduction in pedestrian time in the roadway. He also notes the benefit in reducing the number of conflicting movements a pedestrian faces in the crosswalk by consolidating the movements. Engineer Daubert notes that with over 200 pedestrians and 1,100 vehicles interacting in the intersection in the morning and afternoon peak hours, we did see merit in making the intersection more pedestrian friendly. He notes that as raised by Trustee Thompson at Main and Duane, pedestrians at Main and Crescent are not supposed to walk across the south leg of the intersection; hence we saw some merits in trying to improve these crosswalks to encourage pedestrians to travel around the intersection via the west, north, and east crosswalks of the intersection. These are the pros, now Daubert goes through the cons. In terms of traffic analysis, at the north leg of the intersection, the removal of the southbound right turn lane did not materially impact traffic operations during non-train and train times. Essentially due to the high volume of Main Street traffic relative to the number of right turning movements, vehicle queuing on Main Street renders the turn lane as not beneficial. However, at the west leg of the intersection, Daubert notes that during off-peak traffic hours when there is more freight traffic, some vehicles do get impacted by the removal of the eastbound right turn lane. He notes that in looking at the traffic video during these times, 5 vehicles would have been impacted over the course of 3 freight trains. He notes that there could be some

frustration with those 5 motorists but the volume of vehicles impacted is low. Daubert offers Chief Norton and Chief Clark an opportunity to chime in on this.

Police Chief Norton notes he is not convinced that the changes will not cause traffic to back up. He questions the traffic counts as far as how many days were reviewed and when the counts were taken. Jim Woods notes we took counts over two days in March of 2019. Chief Norton notes that's not enough and that March is a low traffic time for the downtown. Engineer Daubert notes that we did compare the traffic volumes to October counts and they were consistent. Chief Norton discusses trains impacts such as miscalculated stops and double train movements. Chief Norton notes that he's not an economic development expert but if we create enough frustration that it may drive traffic away from the downtown. He feels that the bumpouts will create a long term problem. He notes he would flip the on-street dining to the north but notes that businesses would not want it in front of their businesses. He notes that the businesses don't care about the additional parking in front of Two Toots. Without the business owners as part of this discussion, the Board will likely hear from them. Engineer Daubert notes that we did speak to Two Toots and M & Em's and they are supportive of the additional parking spaces. Engineer Daubert also notes we heard concerns from Gather & Collect about accommodating delivery trucks. Engineer Daubert notes that what we talked about was to sign some of the spaces for loading purposes only from 6 am to noon or another time that would be reasonable to accommodate their request while having the additional parking. Chief Norton notes in talking to Businesses over the years, customers do want to park right in front of their stores. Engineer Daubert clarifies that bumpouts do not result in the loss of parking; rather they are used where parking is provided. Engineer Daubert notes he also thought about a hybrid type of approach at the southwest corner of Main and Crescent where maybe we don't install a bumpout and have flexibility to reinstate the turn lane. Chief Norton notes what about mocking up these changes to see how they function. Engineer Daubert notes we certainly can do that but the challenges is we need to agree on what is our tolerable level of traffic impacts for some of the benefits we are getting. He asks if only 5 vehicles were impacted over the course of 3 freight trains, is that tolerable? Chief Norton notes that with 120 trains a day, this could add up quickly. Engineer Daubert notes that the train count is not that high. UP has indicated they are running fewer but longer trains. Daubert notes perhaps the longer trains would impact more than 5 vehicles. Trustee Thompson notes he likes Chief's idea to implement the changes with cones and asks Engineer Daubert how it would work. Daubert notes we could install bollards; we just need to make sure the traffic is representative of pre Covid; it may be challenging to assess now but we could put traffic cameras back up. Commissioner Zuccherro asks what is the busiest day in the downtown. Chief Norton notes our downtown has changed over the last 25 years where we now have both daytime and evening use of the downtown; which is busier, that is a great question. Friday nights we get busy with restaurants opening up. He notes restaurants want to see continued curbside pickup. While hard to say, nights may now be busier than the day.

Engineer Daubert notes it's getting a little late so perhaps we can go around and see where Commissioners are at. Engineer Daubert notes not to oversell this and whichever way the Commission goes staff respects that but we just want to make sure the CIC was aware of the options here and the pros and cons. Just some things to think about are complete streets and accommodating pedestrians is more of a trend now. In his opinion he does not feel that the changes at this location will adversely impact traffic or dramatically improve pedestrian safety; do we want to be more progressive or maintain what we have, essentially not remove the turn lanes.

Commissioners Biggam (supports additional parking, likes the idea of mocking the changes up), Cattero (this is completely different than the other side of the tracks and likes the idea), Foerster (favors the bumpouts, not opposed to a traffic study), Baldin (supports the bumpouts), Lindquist

(supports the bumpouts and would like to see a mockup and study), Zuccherro (in support of bumpouts and would like to see a trial run), Neurauter (in support, likes seatwalls and trees to highlight the downtown, thinks the traffic flow is still supported), and Chairman Szymanski (supports the bumpouts and putting out a test run) support the curb extensions and right turn lane removals in the context of mocking them up and studying impacts. Chairman Szymanski elaborates that something someone said tonight that sits well with me is that residents know their way around and will make adjustments and the Parking Garage will be utilized which will change the traffic patterns.

Engineer Daubert notes that Chief Clark is back on the call and asks for his input on Main and Crescent. He adds the north leg or southbound Main is a pathway we use quite a bit to go east on Crescent and we struggle with the access due to train backup. However, he notes that he doesn't think the right lane helps much. The more we can try to keep left lane traffic moving the better but it's not a detriment to remove the right turn lane. At the west leg of the intersection, we rarely come from that direction and that he doesn't have any personal experience that it would be a problem. Fire Chief Clark supports the changes at Main and Crescent.

Interim Public Works Director Buckley adds if we are doing mock ups of the bump outs we will need to coordinate on the configuration. Engineer Daubert states we will discuss it further and make sure everyone is on board.

Engineer Daubert adds in the interest of time that we will draft up motions and bring them back to the next CIC meeting for approval.

2. Park Boulevard and Sheehan Avenue Intersection Improvements – Engineer Daubert and Commissioner Neurauter report that staff worked on a traffic study at the intersection of Park and Sheehan. We had received concerns about the challenges of pedestrians crossing the south leg of the intersection. The way the traffic signal works is once the light turns green, pedestrians cross Park Boulevard at the same time as cars; as the vehicles start to turn left from Sheehan to go south on Park, the vehicles beat the pedestrians to the crosswalk and for lack of a better way of saying it, pedestrians get stuck in the roadway. We worked closely with Civiltech for improvements. The options are to either institute a Leading Pedestrian Interval or an Exclusive Pedestrian Phase. With a Leading Pedestrian Interval, pedestrians have a lead time of 9 seconds to start crossing Park before motorists. Based on the average walking speed and crosswalk length, this would place pedestrians halfway across Park before motorists can start to turn. We also reviewed an exclusive pedestrian phase, where pedestrians would be given an exclusive time to cross the roadway without any conflicting vehicle traffic. This is a more impactful option on vehicular traffic. We are planning on implementing the leading pedestrian interval and observing how it works. This will require installing a new traffic signal controller, countdown pedestrian signal heads and push buttons. Traffic cameras will be put back after the improvements have been made to see if any adjustments to the timing are needed. The safety of the pedestrians is very important and we want to get the CIC's support. Commissioner Neurauter adds the biggest issue is with the crosswalk at the south leg of Park. This is where people walk to and from the elementary school including many kids from 5 to 12 years old. We have documents 12 or 13 instances in a few months where motorists have not yielded and driven aggressively in the intersection. Commissioner Neurauter notes several combination of factors that make us want to make the presence of pedestrians more obvious. He supports the changes including continuing to monitor them. Chairman Szymanski adds Sheehan Avenue poses a risk factor in this area due to the positioning of the street not having a straight line view of Winchell. Commissioner Neurauter notes there is a lot of cut through traffic that may be distracted or not paying attention at the intersection. He notes that the community closely monitored and documented the incidents to

ensure change was really needed at the intersection. Engineer Daubert notes the Police Department worked with the crossing guard to help train them to get motorists to yield to traffic as well as with some stepped up enforcement. However, Engineer Daubert notes this only works when the crossing guard is present and that we feel the improvements are needed outside of the crossing guard times. Trustee Thompson asks if the Village Board will be informed of this. Engineer Daubert notes that the next step is to put together an agenda item for the Board on this. Trustee Thompson asks what the approximate cost is for the project. Engineer Daubert notes it will be approximately 30 grand. Trustee Thompson notes this is under the Village Board's limit so we would not normally see this but he notes that he thinks a memo to the Village Board providing an update on this project would be appropriate. Interim Public Works Director notes that we generally use Meade Electric as they have won the IDOT bid for traffic signal projects. Trustee Thompson notes as long as it falls within the exception he doesn't have an issue with this. Fire Chief Clark asks if we can evaluate the preemption equipment on the intersection to ensure that it has enough time to reach with the extended crossing time. Engineer Daubert notes that it will be accounted for. Trustee Thompson asks how Police, Fire, and Public Works interface on traffic issues. Chief Norton notes that staff works well together. He does ask residents to put concerns in writing. Engineer Daubert notes that the Police Department does a good job with documenting concerns and he gets copied on them. He notes that he interfaces closely with Chief's sergeants to review complaints such as cut through traffic and requests for stop signs.

E. TRUSTEE'S REPORT – Trustee Thompson reports last night the Board installed 2 new Trustees Anne Gould and Kelley Kalinich as well as Gary Fasules. We thanked Trustee Pryde and Trustee Enright for their service after completing their 4 year term, and swore in Mark Senak as Village President. The Board is taking recommendations on filling Mark Senak's Trustee position. The Board approved a License Agreement to allow a temporary deck platform in the Forest Avenue Public Street for the Made in Italy Restaurant. We also approved a zoning text amendment for the old tap house and we approved changes to an outside deck at Two Hound Red. Engineer Daubert asks about the filling of vacancies for commissions. Trustee Thompson reports all Commission Chairmen terms will end in May and are up for renewal by the Village President. If any Chairmen want to stay on, the Village President will make a recommendation to the board. If anyone has any interest in any of the Commissions please let Mark Franz and Mark Senak know. There will be new commissions added – Community Relations Commission and Affordable Housing Commission.

F. OTHER BUSINESS – None

G. PUBLIC WORKS REPORT – Interim Public Works Director Buckley reports since our last CIC meeting, Julius Hansen retired. We are waiting on Mark Franz to determine how to fill the position either internally or externally. Our Public Works staffing is down 20%. We have had some maintenance workers resign recently. The Parking Garage is now open. Public Works is still finishing up some work with landscaping. We also need to determine maintenance and snow removal operations for the parking garage. We are trying to see what works best, either adding staff or contracting the work out. The ribbon cutting ceremony for the Parking Garage will be on May 20th at 4:00 p.m. Public Works is also reviewing our salt purchase for next year. This week is Public Works Week. We will have a little celebration for all the work we've done. The CIC thanks Public Works for their service.

- H. PROJECT REPORT** – Engineer Topor reports on the Pennsylvania Improvement project which started on May 3rd. All underground work will be done by the end of next week. We are slightly ahead of schedule. We learned that with the amount of equipment and materials there are, it is making traffic control a little difficult so we will have to close more lanes.

Engineer Daubert reports that we had 3 projects that went out for bid.

1. Utility & Roadway Rehabilitation Project – we’ve received very favorable bids on this. We made a recommendation to the board last night to award the project to Copenhaver Construction and Handcock Engineering.
2. Street Resurfacing Improvement Project – We received favorable bids and we made a recommendation to award the project to R.W Dunterman and Chastain Associates for engineering.
3. Sidewalk Street Project – Engineer Warner reports we opened up bids on April 29th. We awarded the project to Schroeder and Schroeder Concrete to start in mid-June-July. Engineer Daubert adds Steve Warner will oversee the construction of this project and engineering will be in house.

Chairman Szymanski asks where we are seeing the lower bids. Engineer Daubert replies materials are high, but contractors are sharpening their pencils and taking lower profits.

- I. ADJOURNMENT** – Commissioner Neurauder motions and Commissioner Lindquist seconds to adjourn the meeting. The meeting was adjourned at 9:49 p.m.

The next meeting is scheduled for June 8, 2021

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Richard Daubert, Professional Engineer