

Posted: 8/8/2018

**REGULAR CITY COUNCIL MEETING**  
**August 13, 2018, 7:00 P.M.**  
**Marengo City Hall, 132 East Prairie Street**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Public Participation** - Interested parties are invited to speak for two minutes. Any person wishing to address the City Council must approach the podium, be recognized by the Mayor, and provide their name for the record. Anyone wishing to speak may be asked but not required to provide their address.
- 5. Approval of Minutes** – July 23, 2018 Regular Meeting Minutes
- 6. Approval of the List of Bills**
- 7. New Business**
  - a. Motion to approve a resolution closing Route 23 for Settlers' Days
  - b. Report from Marengo Cemetery Board, and direction on funding for Cemetery operations
  - c. Motion to approve a scope of services with Strand Engineering to complete an evaluation of the wastewater treatment plant in an amount not to exceed \$15,000
- 8. Mayor's Statements and Reports**
- 9. Department Head and Staff Reports**
- 10. Reports and Statements from City Council**
- 11. Executive Session**
  - a. Discussion of pending or imminent litigation pursuant to 5 ILCS 120/2(c)(11)
- 12. Adjournment**

**MARENGO CITY COUNCIL  
Regular Meeting Minutes  
City Council Chambers  
132 E. Prairie Street  
Marengo, IL 60152  
July 23, 2018**

**CALL TO ORDER**

Mayor John Koziol called the meeting to order at 7:00 PM.

**PLEDGE OF ALLEGIANCE**

Mayor Koziol led everyone in the Pledge of Allegiance.

**ROLL CALL**

Present this evening are Mayor John Koziol; Aldermen Mike Miller, Michael Smith (entered the meeting at 7:05 PM), Nicole DeBoer, Brett Martin and Todd Hall. Also present are City Administrator Joshua Blakemore, Chief of Police Richard Solarz, Public Works Director Howard Moser, Christie Caldarella (sitting on for Tim Hartnett, City Engineer) and Attorney Jennifer Gibson (sitting in for Acting City Attorney David McArdle). Alderman Steve Mortensen, Dennis Hammortree and Matt Keenum were absent, along with Finance Director Jennifer Snelten.

**PUBLIC PARTICIPATION**

Several people, who reside on or near Coon Creek Road, addressed the Council regarding a resolution under consideration this evening for the possible closing of Coon Creek Road. Mayor Koziol clarified that there is no talk of closing Coon Creek Road. Some of the concern, as well, involved flooding that occurs in the area. Mayor Koziol suggested that they contact Riley Township for a solution to that problem.

**APPROVAL OF MINUTES – July 9, 2018 Regular Meeting Minutes**

Alderman Nicole DeBoer made a motion, seconded by Alderman Michael Smith, to approve the July 9, 2018 minutes. The aldermen voted as follows:

Ayes: DeBoer, Miller, Hall, Smith and Martin  
Nays: 0  
Absent: Keenum, Mortensen and Hammortree  
The motion passed.

**APPROVAL OF LIST OF BILLS**

Alderman Nicole DeBoer made a motion, seconded by Alderman Todd Hall, to approve the list of bills. The aldermen voted as follows:

Ayes: Hall, DeBoer, Miller, Martin and Smith  
Nays: 0  
Absent: Hammortree, Mortensen and Keenum  
The motion passed.

**NEW BUSINESS**

a. *Report from Marengo Cemetery Board, and direction on funding for Cemetery operations*  
Administrator Blakemore reported that Marty Moore was not able to attend the meeting this evening due to a work commitment. He has asked that this be revisited at the first Council meeting in August. The Council was asked to email questions to Josh, so he in turn can provide them to Marty for answers.

- b. *Motion to accept bid from Trine Construction Corporation, for water main replacement project, in an amount not to exceed \$1,372,051.50, and authorizing the Mayor and City Clerk to sign the corresponding contract upon approval by the City Engineer*

Administrator Blakemore noted that 3 bids had been received on this project, and the low bid was from Trine Construction. All the bids that were received were under the projected cost of \$1,600,000. Sitting in for City Engineer Tim Hartnett was Christie Caldarella, who was the design engineer of this project. Funding for this project will be from a bond originally issued in 2014 for water improvement.

Alderman Michael Smith made a motion, seconded by Alderman Nicole DeBoer, to accept the bid from Trine Construction Corporation, for the water main replacement project, in an amount not to exceed \$1,372,051.50, and also authorizing the Mayor and City Clerk to sign the corresponding contract upon approval by the City Engineer. The aldermen voted as follows:

Ayes: Martin, Hall, Smith, DeBoer, Miller and Mayor Koziol  
 Nays: 0  
 Absent: Hammortree, Mortensen and Keenum  
 The motion passed.

- c. *Motion to approve an amendment to the Collective Bargaining Agreement with the Teamsters Local 700*

Administrator Blakemore explained the necessity of approving this amendment to the Collective Bargaining Agreement with the Teamsters Local 700 – following a recent Supreme Court ruling. This amendment removes all references to fair share provisions and brings the CBA into compliance with the Supreme Court Ruling.

Alderman Todd Hall made a motion, seconded by Alderman Mike Miller, to approve an amendment to the Collective Bargaining Agreement with the Teamsters Local 700. The aldermen voted as follows:

Ayes: Martin, Smith, Miller, Hall, DeBoer and Mayor Koziol  
 Nays: 0  
 Absent: Hammortree, Keenum and Mortensen  
 The motion passed.

- d. *Motion to approve a resolution providing direction not to pursue or support access on Route 23, between Coon Creek Road and Harmony Road*

Administrator Blakemore restated that this resolution does not close Coon Creek Road. He will contact the design engineer and have the exhibit “cleaned up” to show the area North of Coon Creek Road. The resolution this evening is to prevent the “fourth leg” off each of the roundabouts. IDOT has requested that the City approve this resolution. Alderman DeBoer recommended amending the wording to read: “Not pursue or support any additional or new access”. There is concern about the limited access for Coon Creek Road, currently shown as right in and right out only. This will be discussed with the design engineer and IDOT.

Alderman Nicole DeBoer made a motion, seconded by Alderman Todd Hall, to approve a resolution providing direction not to pursue or support additional or new access on Route 23, between Coon Creek Road and Harmony Road. The aldermen voted as follows:

Ayes: Miller, Smith, DeBoer, Hall and Martin  
 Nays: 0  
 Absent: Mortensen, Keenum and Hammortree  
 The motion passed.

**MAYOR'S STATEMENT AND REPORT**

Mayor Koziol had nothing to report this evening.

**DEPARTMENT HEAD AND STAFF REPORTS**

*Public Works Director Howard Moser* spoke about a meeting this coming Wednesday on the Route 23 improvements. Thompson Linear is interested in getting involved more in the community, and on the 30<sup>th</sup>, 6 of their employees will go around town and pick up litter. He will be meeting with the City Engineer (Tim Hartnett) this Thursday regarding the revolving loan fund project. The City staff, along with Schroder Asphalt, was able to complete the work on Eisenhower and Keppler Streets. The street crew will be filling pot holes this week.

*Chief of Police Rich Solarz* noted that 45 persons attended the recent orientation and written test for the patrol exam at the high school last Saturday. The F.O.P. is looking at the Supreme Court Ruling on Fair Share to determine how it would affect them, and if they are in compliance. Three officers have taken the sergeants exam.

*City Administrator Joshua Blakemore* added to Director Moser's information on the Rt. 23 improvement project, adding that IDOT would be doing repaving from Route 14 to I-90. The project has dates of August of 2018 to June of 2019. He reviewed the various areas under consideration for repairs. The Economic Development consultant will be holding regular routine office hours, and she has met with the Chairman of the McHenry County Economic Development Corporation. If any Council member has any questions for her, please get them to Administrator Blakemore and he will see that she gets the question. This goes for the lobbyist as well, any questions, let him know. He is seeking priority lists from all the aldermen, so the lobbyist has our priorities to work on. Alderman Smith questioned if Prospect Street is considered to be a truck route, and if so, is there any state of county relief, in the form of funding, to cover the cost of repairs to that road. Administrator Blakemore replied that it is considered a truck route, and as a designated FAU route is to work with the local Council of Mayors for funding. That entity right now is not doing any projects.

**REPORTS AND STATEMENTS FROM CITY COUNCIL**

Alderman DeBoer asked if the report that Alderman Hammortree was putting together for a solution to the problem with the Sonalyzer unit had been received, and Mayor Koziol said that he had not received anything yet.

**EXECUTIVE SESSION**

*a. Discussion of Pending or Imminent Litigation Pursuant to 5 ILCS 120/2 (c) (11)*

Alderman Todd Hall made a motion, seconded by Alderman Nicole DeBoer, to enter Executive Session for a discussion of pending or imminent litigation pursuant to 5 ILCS 120/2 (c) (11). The aldermen voted as follows:

Ayes: Smith, DeBoer, Martin, Miller and Hall

Nays: 0

Absent: Mortensen, Keenum and Hammortree

The motion passed.

*The Regular Meeting recessed at 7:37 PM.*

*The Regular Meeting reconvened at 7:44 PM.*

**ROLL CALL FOLLOWING EXECUTIVE SESSION**

Returning from Executive Session are Mayor John Koziol; Aldermen DeBoer, Smith, Miller, Hall and Martin. Also present are Attorney Jennifer Gibson (sitting in for City Attorney David McArdle) and City Administrator Joshua Blakemore.

**ADJOURNMENT**

Alderman Nicole DeBoer made a motion, seconded by Alderman Todd Hall, to adjourn the meeting. The motion passed with a voice vote. The meeting adjourned at 7:45 PM.

---

*Constance J. Boxleitner*  
City Clerk

The City Council approved these minutes on \_\_\_\_\_.

DRAFT

#6

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 1

WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>PAYROLL AND MISCELLANEOUS EXPENDITURES</u>		
BLUE CROSS BLUE SHIELD (228)		\$11,946.90
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/EMPLOYEE SHARE	01-208-000	11,946.90
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$359.60
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ VOLUNTARY EMPLOYEE SHARE	01-208-002	359.60
VISION SERVICE PLAN OF ILLINOIS (2199)		\$143.80
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ EMPLOYEE SHARE	01-208-000	143.80
TOTAL PAYROLL AND MISCELLANEOUS EXPENDITURES		\$12,450.30
<u>ADMINISTRATION DEPARTMENT EXPENDITURES</u>		
AZAVAR AUDIT SOLUTIONS, INC. (135)		\$48.53
14705 AUGUST 2018 CONTINGENCY PAYMENT/NICOR & COMED	01-51-688.04	48.53
BLUE CROSS BLUE SHIELD (228)		\$3,259.45
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/CITY SHARE	01-51-403.00	3,259.45
CHARTER COMMUNICATIONS (380)		\$319.92
0023655072318 7/16-8/15/18 PHONE SERVICES/CITY HALL	01-51-523.00	319.92
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$48.03
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-51-403.00	48.03
FIRST NATIONAL BANK OF OMAHA (2575)		\$639.98
579047 AMAZON.COM/LENOVO DESKTOP COMPUTER/LOPEZ	01-51-594.00	639.98
HINCKLEY SPRINGS (2998)		\$22.91
14457314 072518 WATER DELIVERY	01-51-565.01	22.91
HR GREEN, INC. (1945)		\$262,868.44
18-119421 INTERCHANGE PHASE I & II/ ROUTE 23 & I-90/ REIMBURSED BY MCDOT	01-51-636.01	139,161.17
19-119935 INTERCHANGE PHASE I & II/ ROUTE 23 & I-90/ REIMBURSED BY MCDOT	01-51-636.01	123,707.27
MCHENRY COUNTY DIV. OF TRANSPORTATION (3019)		\$637.33
9-41 JULY 2018 LOCAL SHARE/MCRIDE	01-51-588.01	637.33
JOYCE A. NARDULLI (3197)		\$2,083.33
AUGUST 2018 LOBBYIST SERVICES	01-51-688.06	2,083.33
NORTILLO CONSULTING GROUP (3201)		\$1,017.50
JULY 2018 ECONOMIC DEVELOPMENT CONSULTING SERVICES/ 18.5 HOURS	01-51-688.05	1,017.50
OFFICE DEPOT (1575)		\$144.64
162411847001 MONITOR PORT ADAPTER/LOPEZ	01-51-594.00	23.75
162411847001 MONITOR/LOPEZ	01-51-594.00	120.89
RESERVE ACCOUNT (1766)		\$125.00
POSTAGE METER ACCOUNT 28966935	01-51-532.00	125.00
VISION SERVICE PLAN OF ILLINOIS (2199)		\$52.40
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ CITY SHARE	01-51-403.00	52.40
VERIZON WIRELESS (2787)		\$154.54
9811007784 6/16-7/15/18 SERVICE/CITY HALL	01-51-523.00	154.54
ZUKOWSKI, ROGERS, FLOOD & MCARDLE (2325)		\$2,433.75
132920 JULY 2018 LEGAL SERVICES/MEETING ATTENDANCE, ZECCHIN PROPERTY RESEARCH, DISPOSAL OF CENTRIFUGE, AUDIT LETTER, COLLECTIVE BARGAINING, SMALL CELL ORD/14.75 HRS	01-51-637.00	2,433.75
TOTAL ADMINISTRATION DEPARTMENT EXPENDITURES		\$273,855.75

## CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 2

WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>POLICE DEPARTMENT EXPENDITURES</u>		
AMERICAN COMMUNITY INVESTMENTS, LTD (2046)		\$60.00
139 CAR WASH TOKENS/POLICE SQUADS	01-52-511.00	60.00
AT&T (109)		\$258.25
815Z0400047651 6/17-7/16/18 SERVICE/RADIO CIRCUIT FROM WATER TOWER TO PD	01-52-523.00	258.25
BLUE CROSS BLUE SHIELD (228)		\$15,527.66
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/CITY SHARE	01-52-403.00	15,527.66
CHARTER COMMUNICATIONS (380)		\$319.92
0023655072318 8/1-8/31/18 INTERNET SERVICES/POLICE	01-52-523.00	59.00
0023655072318 8/1-8/31/18 PHONE SERVICES/POLICE	01-52-523.00	260.92
CINTAS CORPORATION #355 (411)		\$79.91
355578624 FLOOR MATS/POLICE	01-52-510.00	79.91
CREEKSIDE / MARATHON (2968)		\$1,202.01
MARENGO 7/1-7/15/18 FUEL	01-52-566.00	1,202.01
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$184.24
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-52-403.00	184.24
MSC - 410526 (579)		\$21.25
1000758510 COFFEE AND CLEANING SUPPLIES	01-52-565.02	21.25
E-KIT TRAINING (3203)		\$325.00
11118-1 FIELD SEARCH SOFTWARE CERTIFICATION COURSE/ TAYLOR	01-52-430.00	325.00
FIRST NATIONAL BANK OF OMAHA (2575)		\$209.08
003261 SIRCHIE.COM/EVIDENCE BAGS	01-52-565.02	127.13
109862 IL TOLLWAY/REPLENISH IPASS	01-52-545.00	40.00
806871 USPS/SHIPPING CHARGES	01-52-532.00	3.75
806954 USPS/SHIPPING CHARGES	01-52-532.00	6.20
935087 PEAVEYCORP.COM/EVIDENCE BAGS	01-52-565.02	32.00
FIRST NATIONAL BANK OF OMAHA (3200)		\$33.75
2018285 SUBPOENA/GL# 47950757 CASE 18GJ115	01-52-545.00	33.75
HINCKLEY SPRINGS (2998)		\$121.04
14457314 072518 WATER DELIVERY	01-52-565.02	121.04
ILEAS (983)		\$120.00
DUES7681 9/1/18-8/31/19 MEMBERSHIP DUES	01-52-443.00	120.00
MARENGO SIGNS INC. (1282)		\$85.39
20098 VIDEO MONITORING, NO WEAPONS & WEAPONS STORAGE SIGNS	01-52-510.00	85.39
CITY OF MCHENRY (415)		\$9,557.74
INV00494 AUGUST 2018 DISPATCH SERVICES	01-52-688.00	9,557.74
NATIONWIDE (3180)		\$50.00
256085305 NOTARY BOND/WAJDA	01-52-443.00	50.00
RESERVE ACCOUNT (1766)		\$25.00
POSTAGE METER ACCOUNT 28966935	01-52-532.00	25.00
SUPERFLEET MASTERCARD (3148)		\$157.13
IF017 7/1-7/31/18 FUEL CHARGES/POLICE	01-52-566.00	157.13
ULTRA STROBE COMMUNICATIONS, INC. (2339)		\$240.00
074426 CERTIFICATION OF RADAR	01-52-512.00	240.00
UNIFORM DEN EAST, INC. (2147)		\$696.00
55956-02 WAJDA SAFETY VEST	01-52-469.00	696.00

## CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 3

WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>POLICE DEPARTMENT EXPENDITURES</u>		
VISION SERVICE PLAN OF ILLINOIS (2199)		\$176.22
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ CITY SHARE	01-52-403.00	176.22
VERIZON WIRELESS (2787)		\$252.47
9811007784 6/16-7/15/18 SERVICE/POLICE	01-52-523.00	252.47
ZUKOWSKI, ROGERS, FLOOD & MCARDLE (2325)		\$3,187.50
132907 JULY 2018 LEGAL SERVICES/TRAFFIC/25.5 HRS	01-52-637.00	3,187.50
TOTAL POLICE DEPARTMENT EXPENDITURES		\$32,889.56
<u>STREET DEPARTMENT EXPENDITURES</u>		
1ST AYD CORPORATION (2921)		\$369.51
PSI208512 SHOP RAGS & GARBAGE BAGS	01-53-567.00	369.51
BLUE CROSS BLUE SHIELD (228)		\$4,997.75
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/CITY SHARE	01-53-403.00	4,997.75
CHARTER COMMUNICATIONS (380)		\$79.98
0023655072318 8/1-8/31/18 PHONE SERVICES/STREETS DEPT	01-53-523.00	79.98
CINTAS CORPORATION #355 (411)		\$426.43
355577093 UNIFORMS	01-53-469.00	104.92
355580215 UNIFORMS	01-53-469.00	104.92
355583362 UNIFORMS	01-53-469.00	111.67
355586486 UNIFORMS	01-53-469.00	104.92
COMED (438)		\$57.30
2243032119 6/7-7/9/18 SERVICE/STREET LIGHTING/CITY OWNED STREET LIGHTS/ELECTRIC USAGE CHARGES	01-53-527.00	57.30
COMED (439)		\$166.91
2361160029 6/12-7/12/18 SERVICE/STREET LIGHTING/CITY LOT #2/ELECTRIC USAGE CHARGES	01-53-527.00	166.91
CREEKSIDE / MARATHON (2968)		\$640.66
MARENGO 7/1-7/15/18 FUEL	01-53-566.00	640.66
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$54.34
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-53-403.00	54.34
FIRST NATIONAL BANK OF OMAHA (2575)		\$263.10
376880 USPS/SHIPPING OF OUTDATED FLEET SOFTWARE	01-53-511.00	7.20
803947 AUTOENGINEUITY/HARDWARE UPGRADE FOR FLEET SOFTWARE	01-53-511.00	208.00
816097 NN INTERNATIONAL/TWO FIRE HYDRANT ADAPTERS	01-53-567.00	47.90
GRAINGER (794)		\$444.00
9863442498 WHEELBARROW CONCRETE MIXER	01-53-567.00	444.00
ILLINOIS STATE TOLL HIGHWAY AUTHORITY (1008)		\$2.40
G121000002526 4/1-6/30/18 TOLL CHARGES	01-53-511.00	2.40
INTERSTATE BATTERIES OF ROCKFORD, INC. (1043)		\$344.85
500515274 THREE BATTERIES/T16	01-53-511.00	344.85
NAPA AUTO PARTS (1204)		\$340.23
23935 CONNECTORS FOR TRAILER	01-53-512.00	20.86
24811 FUSES/T17	01-53-511.00	11.38
25054 COUPLERS FOR A/C GAUGES/T17	01-53-511.00	47.34
25059 NITRILE GLOVES	01-53-567.00	8.99
25267 WELDING ROD	01-53-511.00	21.48
25327 SCRAPER SUPPORT OF ROLLER	01-53-512.00	63.98

## CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 4

WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>STREET DEPARTMENT EXPENDITURES</u>		
25430 PENETRATING OIL/T17	01-53-511.00	9.59
26003 OIL AND ASSORTED FILTERS/GENERATORS	01-53-512.00	151.62
26161 CONNECTOR/T73	01-53-511.00	4.99
NEWMAN TRAFFIC SIGNS (1508)		\$86.83
FRFINV003750 ADOPT-A-HIGHWAY SIGN/UNICARRIERS	01-53-513.01	54.02
TI-0309532 RECOGNITION SIGN/OTTOLINO	01-53-513.01	32.81
RESERVE ACCOUNT (1766)		\$25.00
POSTAGE METER ACCOUNT 28966935	01-53-532.00	25.00
VISION SERVICE PLAN OF ILLINOIS (2199)		\$66.69
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ CITY SHARE	01-53-403.00	66.69
VERIZON WIRELESS (2787)		\$259.39
9811007784 6/16-7/15/18 SERVICE/STREETS	01-53-523.00	259.39
THOMAS G ZWICKY (2330)		\$250.00
REIMBURSEMENT 2018-19 UNIFORM ALLOWANCE	01-53-469.00	250.00
TOTAL STREET DEPARTMENT EXPENDITURES		\$8,875.37
<u>PUBLIC GROUNDS, WORKS &amp; BEAUTIFICATION EXPENDITURES</u>		
CHARTER COMMUNICATIONS (380)		\$154.97
0023655072318 7/16-8/15/18 INTERNET SERVICES/CITY HALL	01-54-526.03	74.99
0023655072318 8/1-8/31/18 INTERNET SERVICES/PUBLIC WORKS	01-54-526.03	79.98
CINTAS CORPORATION #355 (411)		\$88.36
355578624 FLOOR MATS/CITY HALL	01-54-510.00	88.36
CINTAS FIRST AID & SAFETY (2993)		\$95.54
50111128992 REPLENISH FIRST AID CABINET/PUBLIC WORKS	01-54-510.00	95.54
COMED (438)		\$25.51
2796543007 5/9-6/8/18 SERVICE/109 E. WASHINGTON	01-54-526.03	25.51
CONNIE BOXLEITNER (2922)		\$7.69
REIMBURSEMENT COUNCIL CHAMBERS MICROPHONE FOAM COVERS	01-54-512.00	7.69
FIRST NATIONAL BANK OF OMAHA (2575)		\$5.89
615799 DOLLAR GENERAL/MIRACLE GROW FOR DOWNTOWN FLOWER BASKETS	01-54-567.00	5.89
NAPA AUTO PARTS (1204)		\$96.39
25885 ASSORTED FILTERS/JOHN DEERE	01-54-512.00	96.39
S & B LOCKSMITHS (1838)		\$12.00
080318 KEYS FOR CALVIN SPENCER PARK BATHROOMS	01-54-592.00	12.00
WEST SIDE TRACTOR (2248)		\$703.31
R80036 OIL AND AIR FILTERS	01-54-512.00	703.31
TOTAL PUBLIC GROUNDS, WORKS & BEAUTIFICATION EXPENDITURES		\$1,189.66
<u>BUILDING DEPARTMENT EXPENDITURES</u>		
CHARTER COMMUNICATIONS (380)		\$79.98
0023655072318 8/1-8/31/18 PHONE SERVICES/BUILDING DEPT	01-55-523.00	79.98
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$5.11
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	01-55-403.00	5.11
FIRST NATIONAL BANK OF OMAHA (2575)		\$50.00
853662 BACKBLAZE/FILE BACKUP SERVICE FOR PUBLIC WORKS SERVER 8/1/18-7/31/19	01-55-512.00	50.00

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 5

WARRANT NO.: 1

GENERAL CORPORATE FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>BUILDING DEPARTMENT EXPENDITURES</u>		
HINCKLEY SPRINGS (2998)		\$77.96
14457314 072518 WATER DELIVERY	01-55-565.00	77.96
RESERVE ACCOUNT (1766)		\$25.00
POSTAGE METER ACCOUNT 28966935	01-55-532.00	25.00
VERIZON WIRELESS (2787)		\$75.90
9811007784 6/16-7/15/18 SERVICE/BUILDING DEPT	01-55-523.00	75.90
CITY OF WOODSTOCK (3114)		\$1,032.50
2018-606 JUNE 2018 BUILDING INSPECTIONS/14.75 HRS	01-55-638.00	1,032.50
TOTAL BUILDING DEPARTMENT EXPENDITURES		\$1,346.45

GENERAL CORPORATE FUND RECAP

CODE	DESCRIPTION	AMOUNT
	PAYROLL AND MISCELLANEOUS	12,450.30
51	ADMINISTRATION DEPARTMENT	273,855.75
52	POLICE DEPARTMENT	32,889.56
53	STREET DEPARTMENT	8,875.37
54	PUBLIC GROUNDS, WORKS & BEAUTIFICATION	1,189.66
55	BUILDING DEPARTMENT	1,346.45
	TOTAL GENERAL CORPORATE FUND EXPENDITURES	330,607.09

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 6

WARRANT NO.: 1

COMMUNITY EVENTS FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
FIRST NATIONAL BANK OF OMAHA (2575)		\$130.00
433885 WALMART/MOSQUITO REPELLENT BRACELETS/ SUMMERFEST	17-00-780.00	80.42
541043 SULLIVANS/ICE FOR SUMMERFEST	17-00-780.00	29.84
542694 SULLIVANS/ICE FOR SUMMERFEST	17-00-780.00	19.74
TOTAL COMMUNITY EVENTS FUND EXPENDITURES		\$130.00

CITY OF MARENGO

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 7

BOARD MEETING: 08/13/18

WARRANT NO.: 1

MOTOR FUEL TAX FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
PETER BAKER & SON (150)		\$35,104.09
21042 HOT MIX ASPHALT & TACK SPRAY FOR ROAD CONSTRUCTION/EISENHOWER & KEPPLER	20-00-713.01	35,104.09
TOTAL MOTOR FUEL TAX FUND EXPENDITURES		\$35,104.09

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 8

WARRANT NO.: 1

RETAINED PERSONNEL FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>PAYROLL AND MISCELLANEOUS EXPENDITURES</u>		
ZUKOWSKI, ROGERS, FLOOD & MCARDLE (2325)		\$4,826.25
132921 JULY 2018 SERVICES/RETAINED PERSONNEL/ MARENGO SOLAR FARM SUNEAST DEVELOPMENT/ 14.75 HRS	22-215-000	2,433.75
132922 JULY 2018 SERVICES/RETAINED PERSONNEL/ 300 WEST ARNOLD ENGINEERING/8.25 HRS	22-215-000	2,392.50
TOTAL PAYROLL AND MISCELLANEOUS EXPENDITURES		\$4,826.25

RETAINED PERSONNEL FUND RECAP		
CODE	DESCRIPTION	AMOUNT
	PAYROLL AND MISCELLANEOUS	4,826.25
	TOTAL RETAINED PERSONNEL FUND EXPENDITURES	4,826.25

## CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 9

WARRANT NO.: 1

WATER &amp; SEWER FUND

CHECKS &amp; DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>WATER DEPARTMENT EXPENDITURES</u>		
BLUE CROSS BLUE SHIELD (228)		\$1,312.60
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/CITY SHARE	30-70-403.00	1,312.60
CHARTER COMMUNICATIONS (380)		\$79.98
0023655072318 8/1-8/31/18 PHONE SERVICES/WATER DEPT	30-70-523.00	79.98
CINTAS CORPORATION #355 (411)		\$101.24
355577093 UNIFORMS	30-70-469.00	25.31
355580215 UNIFORMS	30-70-469.00	25.31
355583362 UNIFORMS	30-70-469.00	25.31
355586486 UNIFORMS	30-70-469.00	25.31
COMED (438)		\$329.34
2512078001 6/9-7/8/18 SERVICE/416 STEVENSON	30-70-526.00	173.80
3279033030 5/15-6/13/18 SERVICE/0 BRIDEN DR	30-70-526.00	106.61
3812080106 5/14-6/13/18 SERVICE/240 N. PROSPECT	30-70-526.00	48.93
CREEKSIDE / MARATHON (2968)		\$112.67
MARENGO 7/1-7/15/18 FUEL	30-70-566.00	112.67
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$18.12
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	30-70-403.00	18.12
DEBT SERVICE FUND (532)		\$22,081.25
AUGUST 2018 TRANSFER TO DEBT SERVICE FUND	30-70-587.00	22,081.25
11TH STREET EXPRESS-PRINTING, INC. (623)		\$45.23
126371 WATER SEWER CHECKS	30-70-565.01	45.23
FIRST NATIONAL BANK OF OMAHA (2575)		\$326.37
579047 NOTARYSTAMP.COM/NOTARY STAMP/PAL	30-70-565.01	26.37
741034 ILLINOIS WATER WORKS/CLASS C OPERATORS CLASS/GRONDFELDT	30-70-430.02	300.00
HACH COMPANY (830)		\$513.55
11045040 FLOURIDE TESTS	30-70-565.01	513.55
ILLINOIS SECTION AWWA (975)		\$35.00
200037314 CLASS C WATER DISTRIBUTION TEXTBOOK	30-70-430.02	35.00
MARCIA J. PAL (2829)		\$190.76
REIMBURSEMENT 2018/19 UNIFORM ALLOWANCE	30-70-469.00	190.76
RESERVE ACCOUNT (1766)		\$150.00
POSTAGE METER ACCOUNT 28966935	30-70-532.00	150.00
U.S. POSTAL SERVICE (2137)	08/06 CK# 19767	\$102.24
AUGUST 2018 WATER-SEWER BILLS FOR SECTION 1, AND PAST DUE BILLS FOR SECTION 3	30-70-532.00	102.24
VISION SERVICE PLAN OF ILLINOIS (2199)		\$23.55
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ CITY SHARE	30-70-403.00	23.55
VERIZON WIRELESS (2787)		\$99.38
9811007784 6/16-7/15/18 SERVICE/WATER DEPT	30-70-523.00	99.38
TOTAL WATER DEPARTMENT EXPENDITURES		\$25,521.28
<u>SANITARY &amp; WASTEWATER DEPARTMENT EXPENDITURES</u>		
BLUE CROSS BLUE SHIELD (228)		\$1,893.35
724136-08 AUGUST 2018 MEDICAL & DENTAL INSURANCE PLAN PREMIUMS/CITY SHARE	30-75-403.00	1,893.35
CARR'S AIR MAINTENANCE LTD. (342)		\$298.00
397775199 HVAC SERVICE CALL/WWTP	30-75-511.01	298.00

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 10

WARRANT NO.: 1

WATER & SEWER FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>SANITARY &amp; WASTEWATER DEPARTMENT EXPENDITURES</u>		
CINTAS CORPORATION #355 (411)		\$301.80
355577093 UNIFORMS	30-75-469.00	75.45
355580215 UNIFORMS	30-75-469.00	75.45
355583362 UNIFORMS	30-75-469.00	75.45
355586486 UNIFORMS	30-75-469.00	75.45
COMED (438)		\$94.93
0588136038 6/9-7/8/18 SERVICE/800 N. STATE/LIFT STATION	30-75-526.00	94.93
CREEKSIDE / MARATHON (2968)		\$90.02
MARENGO 7/1-7/15/18 FUEL	30-75-566.00	90.02
DEARBORN NATIONAL LIFE INSURANCE CO (718)		\$31.11
F015934-08 AUGUST 2018 LIFE INSURANCE PLAN PREMIUMS/ CITY SHARE	30-75-403.00	31.11
DEBT SERVICE FUND (532)		\$22,081.25
AUGUST 2018 TRANSFER TO DEBT SERVICE FUND	30-75-587.00	22,081.25
11TH STREET EXPRESS-PRINTING, INC. (623)		\$45.23
126371 WATER SEWER CHECKS	30-75-565.01	45.23
FIRST NATIONAL BANK OF OMAHA (2575)		\$140.00
210047 FOX VALLEY OPERATORS ASSOCIATION/CONFERENCE REGISTRATION/MOSER	30-75-430.00	140.00
HAWKINS, INC (3085)		\$3,701.66
4324381 AZONE AND FERRIC CHLORIDE	30-75-565.06	3,701.66
HINCKLEY SPRINGS (2998)		\$29.63
14457314 072518 WATER DELIVERY	30-75-565.01	29.63
INTEGRATED PUBLIC RESOURCES (3167)		\$855.20
3700044 6/3-6/30/18 CLASS 1 WWTP OPERATOR SERVICES/ 12.6 HOURS	30-75-635.00	855.20
NALCO WATER PRETREATMENT SOLUTIONS (2412)		\$220.62
2259783 DI WATER CARTRIDGES & FILTERS	30-75-565.06	220.62
NAPA AUTO PARTS (1204)		\$247.17
24496 OIL FOR PUMPS	30-75-511.02	87.99
24682 GEAR OIL FOR OXIDATION DITCH	30-75-511.02	121.72
25639 BEARINGS	30-75-511.02	23.28
26190 WIRE KIT/T73	30-75-511.00	7.69
26220 HEADLAMP/T73	30-75-511.00	4.05
26323 HOSE CLAMPS/GENERATORS	30-75-511.02	2.44
RESERVE ACCOUNT (1766)		\$150.00
POSTAGE METER ACCOUNT 28966935	30-75-532.00	150.00
THOMPSON-HOPPS PUMPS, INC. (2089)		\$2,699.14
1769-1 REPAIR OF WEMCO PUMP/BIOSOLIDS BUILDING	30-75-511.02	2,415.00
1792-1 SUBMERSIBLE SHREDDER PUMP/BIOSOLIDS BUILDING	30-75-511.02	716.14
1818-0 CREDIT/PRICING CORRECTION/ORG. INV. 1769-1	30-75-511.02	-432.00
U.S. POSTAL SERVICE (2137)	08/06 CK# 19767	\$102.23
AUGUST 2018 WATER-SEWER BILLS FOR SECTION 1, AND PAST DUE BILLS FOR SECTION 3	30-75-532.00	102.23
VISION SERVICE PLAN OF ILLINOIS (2199)		\$21.59
12222915-08 AUGUST 2018 VISION INSURANCE PLAN PREMIUMS/ CITY SHARE	30-75-403.00	21.59
VERIZON WIRELESS (2787)		\$170.03
9811007784 6/16-7/15/18 SERVICE/WWTP	30-75-523.00	170.03

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
<u>SANITARY &amp; WASTEWATER DEPARTMENT EXPENDITURES</u>		
XYLEM WATER SOLUTIONS U.S.A., INC (3134)		\$941.00
3556A22103 RELAY FUSES/WASTING VALVES	30-75-511.02	941.00
TOTAL SANITARY & WASTEWATER DEPARTMENT EXPENDITURES		\$34,113.96

<u>WATER &amp; SEWER FUND RECAP</u>		
CODE	DESCRIPTION	AMOUNT
70	WATER DEPARTMENT	25,521.28
75	SANITARY & WASTEWATER DEPARTMENT	34,113.96
	TOTAL WATER & SEWER FUND EXPENDITURES	59,635.24

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 12

WARRANT NO.: 1

2014 WATER IMPROVEMENT BONDS FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
SPEER FINANCIAL, INC. (2940)		\$150.00
LTD 11-20 PROFESSIONAL SERVICES IN CONNECTION WITH FILING REQUIREMENTS OF 2017 LIMITED DISCLOSURE	34-00-735.00	150.00
TOTAL 2014 WATER IMPROVEMENT BONDS FUND EXPENDITURES		\$150.00

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 13

WARRANT NO.: 1

WATER & SEWER CAPITAL CONSTRUCTION FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
CORE & MAIN LP (3150)		\$1,843.68
J160428 HYMAX COUPLERS/STOCK	37-00-712.70	1,084.68
J162637 CURB STOP VALVES/STOCK	37-00-712.70	759.00
MIDWEST METER INC. (1400)		\$1,650.00
0102688-IN POWER CORD & GATEWAY CABLE INSTALLATION	37-00-712.70	1,650.00
WELCH BROS. BELVIDERE, INC. (2241)		\$404.00
270184 FLAT TOP & ADJUSTING RINGS/7TH AVE & PAGE ST SEWER STRUCTURE REPAIR	37-00-712.75	404.00
TOTAL WATER & SEWER CAPITAL CONSTRUCTION FUND EXPENDITUF		\$3,897.68

CITY OF MARENGO

BOARD MEETING: 08/13/18

BILLS PAYABLE REPORT FOR AUGUST, 2018

PAGE: 14

WARRANT NO.: 1

CAPITAL IMPROVEMENTS FUND

CHECKS & DIR. DEBITS

DESCRIPTION	ACCOUNT NUMBER	AMOUNT
VELASCO ENTERPRISES INC. (3202)		\$3,871.25
6687 TRUCKING & HAULING SERVICES/EISENHOWER & BRIDEN DR STREET CONSTRUCTION	41-00-795.00	3,871.25
TOTAL CAPITAL IMPROVEMENTS FUND EXPENDITURES		\$3,871.25

WARRANT NO.: 1

## SUMMARY ALL FUNDS

BANK ACCOUNT	BANK	DESCRIPTION	AMOUNT	
01-102-000	01	GENERAL CORPORATE FUND-CASH IN BANK	330,607.09	*
17-102-000	17	COMMUNITY EVENTS FUND-CASH IN BANK	130.00	*
20-102-000	20	MOTOR FUEL TAX FUND-CASH IN BANK	35,104.09	*
22-102-000	22	RETAINED PERSONNEL FUND-CASH IN BANK	4,826.25	*
30-102-000	30	WATER & SEWER FUND-CASH IN BANK	59,635.24	*
34-102-000	34	2014 WATER IMPROVEMENT BONDS-CASH IN BANK	150.00	*
37-102-000	37	WATER & SEWER CAPITAL CONSTRUCTION FUND-CASH IN BANK	3,897.68	*
41-102-000	41	CAPITAL IMPROVEMENTS FUND-CASH IN BANK	3,871.25	*
TOTAL ALL FUNDS			438,221.60	**

#7a

### RESOLUTION 18-8-A

STATE OF ILLINOIS       )  
COUNTY OF McHENRY )  
CITY OF MARENGO       )

#### A RESOLUTION TO TEMPORARILY CLOSE ILLINOIS STATE ROUTE 23 (STATE STREET)

WHEREAS, Settlers' Day, Inc. is sponsoring the "Settlers' Day" Parade and "Saturday Night on Main Street" in the City of Marengo, McHenry County, Illinois, and;

WHEREAS, the "Settlers' Days" Parade and "Saturday Night on Main Street" will require the temporary closure of Illinois State Route 23 (State Street) a state highway in the City of Marengo, Illinois 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 City Council of the City of Marengo that permission to close Illinois State Route 23 (State Street) on Saturday, October 6, 2018, for a period of 3:00 P.M. to Midnight and on Sunday, October 7, 2018, for a period of 1:00 P.M. to 4:00 P.M., be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED, that if such permission is granted by the Department of Transportation, all highway traffic during the period of time specified shall be detoured over the following route:

Illinois Route 23 South, West on Railroad Street to West Street: South on West Street to West Grant Highway and East on West Grant Highway (Route 20) to Illinois Route 23 South

Illinois Route 23 North, West on West Grant Highway (Route 20) to West Street to Railroad Street and East on Railroad Street to Illinois Route 23 North

Illinois Route 176 Eastbound, Illinois Route 20 Eastbound to Prospect Street, North on Prospect Street to Illinois Route 176 Eastbound

Illinois Route 176 Westbound, South on Prospect Street to Illinois Route 20, West on Illinois Route 20 to Illinois Route 23

BE IT FURTHER RESOLVED, that if such permission is granted by the Department of Transportation, the City of Marengo assumes full responsibility for the

direction, protection and regulation of the traffic during the time the detour is in effect and all liability for damages of any kind occasioned by the closing of Illinois State Highway Route 23 and it is further agreed that efficient all weather detours will be maintained to the satisfaction of the Department and conspicuously marked for the benefit of traffic diverted from the State Highway (detour marking will conform to the requirements of the Manual of Uniform Traffic Control Devices).

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this Resolution.

Passed this \_\_\_\_ day of August, 2018 by the City of Marengo, McHenry County, Illinois.

Aldermen elected and qualified to vote:

Aye:

Nay:

Absent:

APPROVED: \_\_\_\_\_  
John Koziol, Mayor

ATTEST: \_\_\_\_\_  
Constance J. Boxleitner, City Clerk

Passed:

Approved:

Published:

(SEAL)

# 7b

Marengo Cemetery



To: Mayor John Koziol, City Council and Administrator Josh Blakemore  
 From: Marty Mohr, Chairman Cemetery Board of Managers  
 Cc: Board Members Donnie Botcher and Diane Oranger; Treasurer Jennifer Griebel, Superintendent Raymond Knake  
 Re: Cemetery Annual Report  
 Date: July 16, 2018  
 Attachments: 1) 5-Year Budget Comparison  
 2) Fiscal Year 18/19 Budget  
 3) Investment Funds  
 4) Superintendent Job Description  
 5) Purchasing Policy

Mayor Koziol, Aldermen and Mr. Blakemore,

On behalf of the current Marengo Cemetery Board of Managers, I wish to thank you for the confidence and trust you have placed in each of us to oversee the finances and operational needs of the Marengo City Cemetery. While we have some work to do to make the cemetery financially self-sustaining, I believe you'll see throughout this report that we have used some "outside the box" ideas and are making progress toward that goal.

As we continue this job, we learn every day and are grateful to the Citizens of Marengo who continually assist us in assuring the cemetery remains a peaceful final place of repose for their family, friends and neighbors.

I'm pleased to present this annual report for Fiscal Year May 1, 2017 – April 30, 2018, and to advise you on the current operating status of the Marengo City Cemetery.

During this fiscal year, we provided the following services:

Service	Quantity
Lot Sales	16
Interment / Full Burial	17
Interment / Cremains	7

As you know, the previous Cemetery Board resigned on December 15, 2017 and the new Board took over the duties on the same date. Since this transition occurred in the middle of the fiscal year this report reflects the financial practices of both boards.



---

The current Board took over with a simple goal: make the cemetery financially sustainable without decreasing the services. We have made several changes in an attempt to cut spending without significant impact to the Cemetery.

The makeup of the Board and how it is operated has changed from the past. We developed a written job description for the Cemetery Superintendent. This position can be described as Cemetery Operations. The position now advises on financial issues, but is not directly responsible for them. The Board also appointed a non-board member treasurer. The idea of a non-board member treasurer is to provide an increased level of transparency, while not directly voting for the expenditures.

The most significant expenses in the past several years have been payroll and equipment. In fiscal year 2016/2017 this accounted for \$36,100. In an attempt to lower this expense, the Board published a Request for Quotation for Lawn Care services. The lowest responsible bidder was Acres Group and the Board entered into a contract with them. The cost for their services is \$23,296.00 for April – October. On the surface, this appears to be a savings of \$12,704; however the contract with Acres is for lawn mowing only. Other services, such as tree trimming, storm cleanup, etc. are quoted separately. Since this change was made during the fiscal year, we do not have an actual comparison to gauge the true savings; however, I'm optimistic that the true savings to the Cemetery budget will approximately \$5,000.

The second most significant cut was the administration fees. These fees included the Superintendent fees and office rent fees. Working cooperatively with City staff, we were able to move the cemetery office into City Hall. City staff has also stepped in to help field and direct phone calls and resident inquiries. We initially tracked the time Staff spent on cemetery business and determined it was negligible and did not interfere with their day to day job functions. We reduced the stipend provided to the Superintendent as well. These changes to the administrative structure will result in a savings of \$5,400.00 during fiscal year 2018/2019.

We have made some minor changes that have resulted in a decrease in operating expenses:

**Refuse Removal:** We have decreased the number of refuse collections and combined the rental house refuse removal with the Cemetery's.

**Purchasing:** We developed a purchasing policy that places limits on discretionary spending. With this policy, we have eliminated the past practice use of a credit card. In most cases, we will attempt to utilize vendors with 30-day terms.

**Spring Cleanup:** We held a volunteer-bases spring clean-up. With a group of 12 volunteers we were able to clean the entire cemetery in less than 4 hours. MDC



---

Disposal provided a roll-off container for no fee and food was provided by Board members. There were no expenses involved in this event. We anticipate performing a similar clean-up in the fall.

**Snow Removal:** Snow removal inside the cemetery is provided by the City. The sidewalks will be done by the Superintendent when needed. This will be included in his stipend and will not result in additional labor hours.

**Backfill / Seeding:** The Superintendent is now responsible for backfilling and seeding new graves. This will be included in his stipend and will not result in additional labor hours.

As we continue to operate, we will also look into ways to increase revenue. There are three ways to do this:

- 1) Increase fees for services. Our current fees are as follows:

Service	Fee
Lot Fee	\$600.00
Interment Fee / Full Burial	\$875.00
Interment Fee / Cremains	\$350.00

- 2) Increase rental fees on house to reflect increases in services provided
- 3) Invest savings to maximize earned interest income

In closing, we would like to respectfully request the \$10,000.00 that the City has allocated for the cemetery in the current Budget. This will allow us to operate without a deficit and eliminate the need to continue withdrawing from our investment funds, which we rely heavily on as a source of income. I am optimistic that we can continually lower this taxpayer burden over the next few years with the goal of eliminating it.

Respectfully Submitted,

---

Marty Mohr, Chairman

---

Donnie Botcher, Secretary

---

Diane Oranger, Board Member



## Attachment 1: 5-Year Budget Comparison

Year Ending	4/30/2014	4/30/2015	4/30/1026	4/30/2017	4/30/2018
<b>INCOME</b>					
Grave Openings	\$ 12,125.00	\$ 12,000.00	\$ 13,375.00	\$ 21,825.00	\$ 18,375.00
House Rental	\$ 9,900.00	\$ 10,125.00	\$ 11,050.00	\$ 9,350.00	\$ 10,200.00
Interest Income	\$ 5,427.16	\$ 1,683.93	\$ 14,813.45	\$ 16,883.28	\$ 10,603.86
Lot Sales	\$ 1,875.00	\$ 7,975.00	\$ 3,800.00	\$ 7,125.00	\$ 5,950.00
Miscellaneous	\$ -	\$ -	\$ -	\$ 165.00	\$ 125.00
Perpetual Care	\$ 625.00	\$ 2,125.00	\$ 1,000.00	\$ 1,875.00	\$ 1,500.00
Investment Funds - Care					\$ 20,000.00
Investment Funds - General					\$ 95,000.00
Tax Income	\$ 29,402.98	\$ 27,341.54	\$ 380.45	\$ -	\$ 9,966.84
	\$ 59,355.14	\$ 61,250.47	\$ 44,418.90	\$ 57,223.28	\$171,720.70
<b>EXPENSES</b>					
Administrative	\$ 14,400.00	\$ 14,850.00	\$ 15,450.00	\$ 15,600.00	\$ 13,677.78
Bank Fees	\$ 65.00	\$ 65.00	\$ 65.00	\$ 80.00	\$ -
Capital Improvements	\$ -	\$ -	\$ 16,750.00	\$ -	\$ -
Grave Openings	\$ 6,675.00	\$ 7,150.00	\$ 7,050.00	\$ 12,075.00	\$ 9,525.00
Insurance and Bonds	\$ 3,701.00	\$ 4,201.00	\$ 3,930.00	\$ 1,890.00	\$ 5,326.00
Lawn Service - Contracted	\$ -	\$ -	\$ -	\$ -	\$ 5,428.00
Maintenance & Improvements	\$ 1,801.00	\$ 3,473.13	\$ 6,279.00	\$ 3,193.33	\$ 7,169.05
Mowers, Repairs, Gas	\$ 18,445.59	\$ 12,607.31	\$ 6,112.98	\$ 8,525.68	\$ 4,196.93
Office Supplies	\$ -	\$ -	\$ 1,117.54	\$ 340.74	\$ 152.56
Other Costs	\$ 1,295.70	\$ 2,388.70	\$ 150.00	\$ 339.82	\$ 455.95
Payroll	\$ 27,581.70	\$ 25,215.76	\$ 25,721.75	\$ 27,574.34	\$ 21,715.07
Reinvested Funds - Care					\$ 20,000.00
Reinvested Funds - General					\$ 75,000.00
Utilities	\$ 2,431.39	\$ 2,308.93	\$ 2,588.01	\$ 2,485.35	\$ 2,605.69
	\$ 76,396.38	\$ 72,259.83	\$ 85,214.28	\$ 72,104.26	\$165,252.03
<b>PROFIT/LOSS</b>	\$(17,041.24)	\$(11,009.36)	\$(40,795.38)	(14,880.98)	\$ 6,468.67



Attachment 2: Fiscal Year 18/19 Budget

**Income**

Item	Qty	Price	Total
Lot Sales	10	\$600.00	\$6,000.00
Interest on Investments	1	\$9,500.00	\$9,500.00
Grave Openings - Full	12	\$875.00	\$10,500.00
Grave Openings - Cremains	8	\$350.00	\$2,800.00
Rental Property	12	\$850.00	\$10,200.00
Marengo Tax	1	\$10,000.00	\$10,000.00

Total Income \$49,000.00

**Expenses**

Item	Qty	Price	Total
Administrative	12	\$850.00	\$10,200.00
Insurance	1	\$18.00	\$18.00
Grave Openings - Full	15	\$500.00	\$7,500.00
Grave Openings - Cremains	5	\$200.00	\$1,000.00
Utilities	12	\$270.00	\$3,240.00
Care Fund	10	\$125.00	\$1,250.00
Lawn Care	1	\$23,800.00	\$23,800.00
Maintenance / Beautification	1	\$1,800.00	\$1,800.00

Total Expenses \$48,808.00

Profit/Loss	\$192.00
-------------	----------



## Attachment 3: Investment Funds.

## 5-Year Balance History

Fiscal Period	Checking (04/30/2018)	General Investments	Perpetual Care Fund	Flag/Flower	Un- Invested PC
May 1, 2013 - April 30, 2014	\$5,605.27	\$390,000.00	\$234,000.00	\$4,000.00	\$3,260.00
May 1, 2014 - April 30, 2015	\$21,805.16	\$360,000.00	\$235,000.00	\$4,000.00	\$3,965.00
May 1, 2015 - April 30, 2016	\$19,659.78	\$216,000.00	\$340,000.00	\$4,000.00	-\$125.00
May 1, 2016 - April 30, 2017	\$17,839.23	\$185,000.00	\$340,000.00	\$4,000.00	\$1,650.00
May 1, 2017 - April 30, 2018	\$46,332.84	\$165,000.00	\$340,000.00	\$4,000.00	\$3,150.00

## Investment Funds

Bank	Account Number	Purpose	Balance	Int. Rate	Maturity Date
First National Bank	1008336	Perpetual	\$100,000.00	1.54	5/26/2020
Prairie State Bank	753815	Perpetual	\$5,000.00	1.35	2/12/2019
Prairie State Bank	773277	Perpetual	\$15,000.00	1.35	7/26/2019
BMO	6900357638	Perpetual	\$100,000.00	1.48	11/12/2018
BMO	69004430094	Perpetual	\$45,000.00	1.5	2/25/2019
BMO	6900450536	Perpetual	\$35,000.00	1.5	4/6/2019
BMO	6900448706	Perpetual	\$20,000.00	1.484	10/17/2018
Edward Jones	Okaloosa County FL	Perpetual	\$20,000.00	6.14	10/1/2034
Prairie State Bank	764108	General Funds	\$40,000.00	1	4/27/2018
BMO	6900448727	General Funds	\$75,000.00	1.484	10/17/2018
BMO	6900415703	General Funds	\$20,000.00	1	3/18/2018
Edward Jones	Kentucky Municipal Power	General Funds	\$20,000.00	5.96	9/1/2028
Edward Jones	Montgomery County KS School District	General Funds	\$5,000.00	6.16	9/1/2033
Edward Jones	Dearborn Michigan School District	General Funds	\$5,000.00	6.745	5/1/2039



---

## Attachment 4: Superintendent Job Description

Marengo Cemetery Board of Managers  
Cemetery Superintendent Duties  
Policy #002  
Rev. 00  
Date Approved: March 1, 2018

### Purpose

The purpose of this policy is to ensure continuous and uninterrupted operation of the Marengo Cemetery by acting as a liaison between the public and the Marengo Cemetery Board of Managers.

### Definitions

Board – The Marengo Cemetery Board of Managers appointed by the Mayor of the City of Marengo

Superintendent – The person appointed by the Board of Cemetery Managers to operate the Marengo Cemetery on a Day to Day basis.

### Applicability

This policy is only applicable if a sitting Board elects to appoint a Superintendent in accordance with City of Marengo Ordinance Chapter 10, part 10.04.

If the Board appoints a Superintendent, they shall serve at the pleasure of the Board as an at-will employee. Nothing in this policy constitutes an offer of employment or should be deemed an employment contract.

When a Superintendent is appointed, they shall review this policy and report to the Board annually to ensure accuracy.

### Job Purpose

The Superintendent shall be responsible for overseeing the operation and maintenance of the Marengo Cemetery either through self-performed or contracted vendors.

### Essential Duties and Responsibilities

- ❖ **Cemetery Management**
  - Primary contact for public inquiries
  - Primary contact for funeral homes
  - Primary contact for contracted vendors and suppliers
  - Making contact with interment contractor to ensure timely opening and closing
  - Verifying accuracy of graves locations prior to openings
  - Meet prospective lot owners for cemetery viewing and lot purchases
  - Coordinate lot buy-back and request payment from treasurer
  - Provide a written report to the Board at each regularly scheduled meeting
  
- ❖ **Recordkeeping**
  - Update records, both physically and electronically, to mark sale of lots
  - Meet prospective lot owners for cemetery viewing and lot purchases
  - Prepare and issue lot deeds



---

❖ **Reporting**

- Attend regularly scheduled Board meetings to provide an update on previous activities and upcoming needs
- Report on status of contracted vendor performance
- Report on special projects

❖ **Operation and Maintenance of Cemetery**

- Supervise and oversee special projects
- Assist in developing bid specifications for contracted services and vendors
- Supervise activities for direct-hire works
- Recommend policies and procedures for Board approval
- Report on status of contracted vendor performance
- Report on special projects

❖ **Other Operations**

- Advise board on maintenance needs for residential home
- Perform special projects as agreed upon and assigned by Board



---

Attachment 4: Purchasing Policy

Marengo Cemetery Board of Managers  
Purchasing Policy  
Policy #001  
Rev. 00  
Date Approved: January 31, 2018

**Purpose**

The purpose of this policy is to ensure that funds are spent in the most transparent, efficient and effective manner for the successful operation of the Marengo City Cemetery while avoiding conflicts and unnecessary spending.

**Definitions**

Board – The Marengo Cemetery Board of Managers appointed by the Mayor of the City of Marengo

Supplier – Any provider of goods or services to the Board

**Applicability**

This policy applies to purchases of materials, contracts for services, and other spending made by Marengo Cemetery Board of Managers (Board) for the continued operation, maintenance and care of the Marengo City Cemetery and any other real property owned or operated by the Board. This policy applies to budgeted and non-budgeted purchases. For all purchases over \$1,000 competitive bids shall be solicited.

**Ethics & Conflicts**

The Board has a duty to conduct business dealings in a manner above reproach in every respect. Since expenditure of public funds require the highest degree of public trust, Board members shall strive to:

- 1) Ensure Board money is spent efficiently and effectively;
- 2) Maintain proper confidentiality at all times;
- 3) Purchase without favor or prejudice;
- 4) Avoid conflicts of interest in procurement;

No Board member may accept gifts of any value from suppliers or prospective suppliers.

**Recurring Contracted Services**

Recurring contracted services includes, but is not limited to, lawn maintenance, snow removal, and burial services. All recurring services require a written contract. Prior to entering into any contract for recurring service, a Request for Proposal (RFP) shall be prepared and published. The RFP shall include, but not be limited to the minimum specifications for the service, the minimum insurance requirements, payment and invoicing details, indemnification clauses and any other special conditions that the Marengo Board of Cemetery Managers (Board) deems appropriate.

Bids for recurring services shall be delivered sealed, and remain unopened until the published time of the bid opening.

**Public Utilities & Refuse Removal**



---

Public utilities shall be paid upon approval of the bills by the Board. In the event a meeting of the Board does not take place before the payment date of a public utility, the Chairman and the Treasurer, upon mutual consensus, shall have the authority to pay the bill, after review.

**Emergency Purchases**

The Superintendent is authorized to make an emergency purchase of less than \$2,500 if the failure to do so could result in an immediate and apparent loss to the Cemetery or property under the Board's control. The Superintendent must notify the Board Chairman of the emergency purchase at the first opportunity.

**Discretionary Spending**

The Superintendent shall have a discretionary spending authority of \$250 for office supplies or services he or she deems necessary for the continued safe operation of the cemetery. Board member shall have no discretionary spending authority. To avoid out of pocket expenses, the Superintendent should use established vendors with payment terms.

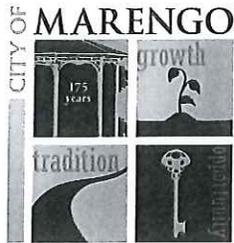
**Joint Purchasing**

The Board may enter into a Joint Purchasing agreement with the City of Marengo without obtaining quotes or bids. The purchase must be included in the annual budget.

**Non-Discrimination**

All suppliers and potential suppliers shall have an equal opportunity to submit bids and to compete on an equal basis for all Board purchases.

#7c



**AGENDA COVER MEMORANDUM**

**MEETING DATE:** August 13, 2018  
**ITEM TITLE:** WWTP Evaluation Proposal – Strand Associates  
**ACTION REQUESTED:** Direction/Authorization  
**DEPARTMENT HEAD:** Howard Moser, Director of Public Works

---

**BACKGROUND:**

At the June 25, 2018 City Council meeting Troy Stinson, Strand and Associates was asked several questions about the design of the WWTP upgrade and if there were deficiencies. The following day Mr. Stinson asked if the City wanted his team to perform an evaluation of the recent upgrade. Staff discussed this option and requested a proposal/scope of services from Mr. Stinson to perform the evaluation.

Mr. Stinson provided the proposal with a detailed scope of services (see attached) and an estimated cost of \$15,000.00.

The purpose for this evaluation would be to determine if there are any deficiencies in the current design, equipment or operational practices of the WWTP. The final report will provide Staff with an answer to the questions frequently asked at Council meetings. It will also help identify and prioritize future improvements.

There were questions at the July 23, 2018 City Council meeting about a previous invoice from Strand Associates, Inc so I have attached the most recent invoice with details so Mr. Stinson can provide an explanation for any of the charges should they arise.

**RECOMMENDATION:**

Staff requests authorization from Council to accept the proposal from Strand Associates, Inc. in the not to exceed amount of \$15,000.00.

**Attachments:**

Task Order 18-01  
Strand Proposal – WWTP Evaluation  
June Invoice

In accordance with executed Task Order No. 18-01 (attached) under **Scope of Services** the OWNER may request that ENGINEER establish a scope and fee for specific services for review and approval prior to starting services. Therefore, as requested we are providing the following Scope of Services, Compensation and Schedule for approval.

### **Scope of Services**

ENGINEER will provide the following Services to OWNER.

1. Request plant operating data, drawings, and related reports from OWNER to review OWNER's wastewater treatment facilities (WWTF) and operations.
2. Attend one on-site meeting with OWNER to discuss project scope and schedule, obtain site information, and interview WWTF operations staff regarding plant operations, maintenance and related items.
3. Conduct an on-site evaluation of OWNER's existing WWTF. The following structures, processes, and equipment will be reviewed, including physical condition and operability of the facilities:
  - a. Preliminary Treatment Building including chemical phosphorus removal, influent screening, influent pumping and microscreens.
  - b. Sequencing Batch Reactor
  - c. Tertiary Treatment Building including disk filters, ultraviolet light disinfection and post-aeration.
  - d. Oxidation Ditch
  - e. Final Clarifiers
  - f. Anaerobic Digesters and Ancillary Equipment
  - g. Biosolids Building including Centrifuge, Thickened Sludge Tank, Waste Activated Sludge Tank and Biosolids Pumping.
4. Hold conference call with HR Green, Inc., if necessary, to discuss design intent of equipment, structures and processes on previous WWTF project.
5. Based on tasks No. 1, No. 2, No. 3 and No. 4, identify current WWTF capacity and deficiencies.
6. Prepare a draft report.
7. Meet with OWNER to discuss draft report and receive OWNER comments.
8. Prepare a final report based on OWNER's review and comments.

### **Compensation**

OWNER shall compensate ENGINEER for Services on an hourly rate bases plus expenses an estimated fee of \$15,000.

## Schedule

Services will begin upon written authorization to proceed, which is anticipated on August 14, 2018.  
Services are scheduled for completion on October 8, 2018.

Sincerely,



Troy Stinson, P.E. | Senior Associate  
Strand Associates, Inc.®  
608.251.4843 ext. 1107  
[troy.stinson@strand.com](mailto:troy.stinson@strand.com) | [www.strand.com](http://www.strand.com)

*Excellence in Engineering Since 1946.*



Strand Associates, Inc.<sup>®</sup>  
910 West Wingra Drive  
Madison, WI 53715  
(P) 608-251-4843  
(F) 608-251-8655

Task Order No. 18-01  
City of Marengo, Illinois (OWNER)  
and Strand Associates, Inc.<sup>®</sup> (ENGINEER)  
Pursuant to Technical Services Agreement dated April 4, 2018

### Project Information

Services Name: Miscellaneous Engineering Services

Services Description: Provide engineering services on an as-needed basis when requested by OWNER.

### Scope of Services

ENGINEER will provide miscellaneous engineering services as requested by OWNER. OWNER may request that ENGINEER establish a scope and fee for specific services for review and approval prior to starting services or may direct ENGINEER in writing to proceed with defined services without preset limits.

### Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses. Key staff billing rates for Services are provided below.

	<u>Hourly Billing Rates*</u>
Senior Project Manager	\$163 to \$234
Project Managers	\$105 to \$163
Project Engineers and Scientists	\$ 89 to \$111
Engineering Technicians and Draftspersons	\$ 45 to \$134
Administrative	\$ 85 Average

### Authorization and Commitment

OWNER's representative shall authorize services requested under the **Scope of Services**. ENGINEER agrees to provide the requested services upon receipt of authorization, scope, and fee limit, if any, from OWNER via e-mail or letter prior to starting the requested services.

### Schedule

Services will begin upon execution of this Task Order, which is anticipated on March 26, 2018. Services are scheduled for completion on March 26, 2020.

City of Marengo  
Task Order No. 18-01  
Page 2  
March 23, 2018

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

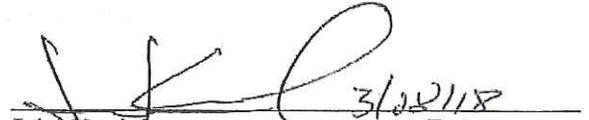
OWNER:

STRAND ASSOCIATES, INC.®

CITY OF MARENGO

  
Matthew S. Richards  
Corporate Secretary

Date

  
John Kozio  
Mayor

Date

**City of Marengo**  
**Miscellaneous Wastewater Engineering Services**  
For Period: June 1, 2018 through June 30, 2018

Description of Services	Professional Personnel						Tot. Hours	Labor	Expense	Total Cost
	Engineer \$234.00	Engineer \$226.29	Engineer \$234.00	Technician \$134.00	Technician	Admin \$85.00				
Prepare powerpoint presentation and present at 6/25/18 City Council Meeting - CIP WWTP	2.00						2.00	\$468.00	\$111.64	\$579.64
Anerobic digester gas safety equipment review and recommendations including summary email to City Council	3.75	1.00		1.00			5.75	\$1,237.79	\$61.93	\$1,299.72
Review of operating data including volatile suspended solids calculations and microscopy reports				0.50			0.50	\$67.00	\$5.38	\$72.38
Conversation with WWTP operators regarding digester operations and foam control				1.00			1.00	\$134.00	\$10.77	\$144.77
Site Visit on 6/15/18 to Discuss Anaerobic Digestion Operations/Gas Piping				4.00			4.00	\$536.00	\$133.17	\$669.17
Discussions/correspondence with LAI & Walker Process - Digester Cover Condition Assessment and New Cover and Appurtenances Pricing	2.25						2.25	\$526.50	\$24.23	\$550.73
Anaerobic Digestion/Aerobic Digestion Engineering Evaluation	5.25	1.50					6.75	\$1,567.94	\$72.70	\$1,640.64
Begin review and prioritization of miscellaneous equipment replacement - oxidation ditch, clarifiers, RAS/WAS etc.	2.75						2.75	\$643.50	\$29.62	\$673.12
Conference call with Howard on 6/7 to Discuss Anaerobic Digester preliminary costs, gas piping recommendations, etc.	0.75						0.75	\$175.50	\$8.08	\$183.58
Sludge Land Application IEPA Permit	0.50						0.50	\$117.00	\$5.38	\$122.38
Project Management including scheduling, filing, billing, budget, etc.	0.50		0.50				1.00	\$234.00	\$10.77	\$244.77
Prepare initial cost projections to clean/inspect/repair/replace/paint anaerobic digester covers/gas safety equipment/flare.	0.75						0.75	\$175.50	\$8.08	\$183.58
<b>Totals</b>	<b>18.50</b>	<b>2.50</b>	<b>0.50</b>	<b>6.50</b>	<b>0.00</b>	<b>0.00</b>	<b>28.00</b>	<b>\$5,882.73</b>	<b>\$481.75</b>	<b>\$6,364.48</b>

Expense Breakdown:

Computer/I.T.*	\$271.46
Copies	\$6.75
Employee Expense	\$2.45
Meals	\$7.60
Mileage	\$180.20
Telephone	\$13.29
<b>Total</b>	<b>\$481.75</b>

\*Computer/I.T. cost consists of all our hardware, software, maintenance, computer supplies and IT staff labor and is based on actual computer usage of the project. Rather than put our computer costs into overhead where it would be spread across all projects at the same rate of use, we elect to charge it directly to projects based on each project's actual usage so that each project is charged with an appropriate amount of computer cost.



City of Marengo – Task Update Report  
*(Items in bold are new)*

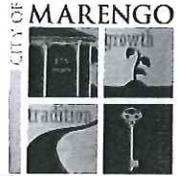


August 7, 2018		
Name of Project/ HR Green Project #	Tasks Accomplished	Tasks to be Completed
Solar Farms I & II/ 180292 ESCROW ACCOUNT  Contract: \$ 20,750.00 Remaining: \$7,264.16	Proposed zoning text amendment and annexation agreements to PCZB on 06/18/2018. Approved.  Proposed zoning text amendment and annexation agreements to City Council on 06/25/2018. Approved.  <b>Revised plans submitted from 07/19/18 through 07/27/18. Comments to City and Solar Farms on 07/30/18 and 07/31/18 respectively.</b>  <b>Decommissioning Plan and OPC received on 07/20/18. Comments to City Attorney on 08/01/2018 and 08/08/2018.</b>	
Methodist Church Parking Lot Review/180082 ESCROW ACCOUNT  Contract: \$ 1,500 Remaining: \$252.69	Plans resubmitted on 03/28/2018 with Conditional Recommendation of Approval of plans and Stormwater Management permit to City on 04/02/2018.	Methodist Church to provide contractor's bid upon receipt to City for determination of bond amount.
20009 Grant Highway TIF 170570 ESCROW ACCOUNT  Contract: \$32,900 Remaining: \$65.57	Submittal to IDOT on 04/18/2018. <b>IDOT comments received on 07/05/18.</b>  Submittal to IEPA on 04/19/2018. IEPA approvals received.  <b>Plans revised by Condon and HR Green. Revised plans received by HR Green from Condon 08/06/18 for transmittal to IDOT.</b>	<b>HR Green to resubmit plans to IDOT.</b>  <b>Letter from City of Marengo to IDOT regarding drainage approval to be provided on letterhead, signed and sent to IDOT and copied to Condon and HR Green.</b>
20009 Grant Highway Site Plan Review/170570.01 ESCROW ACCOUNT  Contract: \$7,600 Remaining: \$1,126.25	Meeting with Condon at HR Green on 04/03/2018 to go over comments.  HR Green in attendance at City Council meeting on 04/09/2018.  Plans submitted for 2 <sup>nd</sup> review on 04/17/2018. HR Green DRAFT comments to Condon on 04/19/2018.  Plans and previously missing items submitted from 04/26/2018 through 06/06/2018 for third review.  Review comments out on 06/22/2018.	<b>Revised plans received from Condon on 08/06/2018. Plans to be reviewed by HR Green.</b>



## City of Marengo – Task Update Report

*(Items in bold are new)*



<p>General Consultations-Billable/180200 2018/19</p>	<p>Attending Council meetings and staff meetings as requested. <b>City to sign SFA for on call meeting attendance.</b></p>	<p>Provide research and consultation as requested throughout the month and meetings as needed</p>
<p>IL Rte. 23@Jane Adams Tollway – Interchange Phases I and II/ 88160345</p> <p>Contract: \$2,657,409.91 Remaining: \$501,209.85</p>	<p>July 2018 tasks:</p> <ul style="list-style-type: none"> <li>• Submitted 95% contract plans and specifications</li> <li>• Submitted final plat and documents to the Tollway.</li> </ul>	<p><b>August 2018 tasks:</b> <b>Meet with Tollway to discuss comments – August 29, 2018.</b> <b>Meet with MCDOT to review past comments and project update.</b> <b>Submit the Location Drainage Study after receiving all comments.</b></p>
<p>Railroad St/Ritz Rd Water Main/ 86160244.01 ESCROW ACCOUNT</p> <p>Contract: \$37,000 Remaining: \$4,245.89</p>	<p>Update from Attorney General’s Office was shared with City Council at 03/26/2018 City Council meeting.</p> <p><b>Meeting at City with City Staff, City Attorney, and 301 West representatives on 08/02/2018.</b></p> <p><b>List of water service hookups provided on 08/02/2018.</b></p>	<p>Awaiting: An amendment to the Annexation Agreement Overall Project Status</p>
<p>RR St/Ritz Rd WM Easement Reviews 86140244.02 ESCROW ACCOUNT Contract: \$840.00 Remaining: \$840.00</p>	<p>8 easement documents received for review on 06/19/2018. Review comments out on 07/02/2018. 2 additional easement documents received on July 6, 2018. <b>HR Green comments out on July 17, 2018.</b></p>	
<p>2018 Water Main Project/86140346.02</p> <p>Contract: \$124,707 Remaining: \$41,255.00</p>	<p>Plans resubmitted to IDOT. Awaiting approval.</p> <p>Bid Notice out on 06/21/2018 with bid opening scheduled for 07/17/2018. <b>Bid award out to Trine Construction on 07/24/2018. Bonds and Insurance received from Trine on 08/06/2018.</b></p> <p>Final easement documents are being prepared with target to City on <b>08/10/18.</b></p> <p><b>HR Green met with James Militello on 07/30/18 regarding temporary easement on 815 Grant Hwy (Car Wash) property.</b></p>	<p>Obtain signed easement documents.</p> <p><b>Agreement to be sent to Trine by HR Green.</b></p> <p><b>Pre-construction meeting requested by Trine. HR Green to schedule pre-con (not on Monday or Thursday per Trine).</b></p> <p><b>HR Green to get contractor info to IDOT and IDOT bond forms to contractor.</b></p>



## City of Marengo – Task Update Report

*(Items in bold are new)*



<p>Prospect Construction Observation/86130105 (40-00-36.00)</p> <p>Contract: \$277,079.99 Remaining: \$56.70 As of 9/19/14</p>	<p>IDOT approvals and documentation for project acceptance and close out were sent to HR Green on 03/27/2018.</p> <p>All work directives (change orders) have been approved and authorized by IDOT awaiting final invoice.</p>	<p>HRG to provide final cost breakdowns for the local share once final invoice is received.</p> <p>HR Green to work with City Staff to close out project when final invoice is received from IDOT. Pre final numbers were provided to Josh and Jen in April 2018</p>
--	--	--

*Client Manager: Timothy J. Hartnett – 815.759-8328 – [thartnett@hrgreen.com](mailto:thartnett@hrgreen.com)*

- cc: Josh Blakemore, City Administrator, City of Marengo  
 Howard Moser, Director of Public Works, City of Marengo  
 Anna Leyrer, Deputy City Clerk, City of Marengo  
 Megan Lopez, Administrative Assistant, City of Marengo  
 Chris Caldarella, Project Engineer, HR Green, Inc.

j:\2018\180200\status reports\rpt-2018 0807-com\_activity\_report.docx