

Committee of the Whole
January 15, 2019

Present: Mayor Vulich; Councilmembers Gassman, Seeley, McGraw, Allesee, Connell, Schemers, and Odor, City Attorney, City Administrator, City Clerk, Press and interested citizens.

1. 28E agreements for Wastewater (Camanche and Low Moor) – City Administrator Matt Brooke.

City Administrator Matt Brooke stated the purpose of this 28E agreement is to create a Capital Reserve Wastewater fund. The current 28E Agreement between Camanche and Low Moor calls for funding a Capital Reserve but needed more granularity and to be updated with a more specific formula for Clinton, Camanche and Low Moor to contribute to this fund annually. The current 28E Agreement states payment to a Capital Reserve as “pro-rate share” shall refer to the amount of money the City of Low Moor and the City of Camanche shall pay to the City of Clinton for the operation of a shared wastewater treatment facility. The pro-rata share shall consist of 3 components: Capital Recovery; Capital Reserves and Operating Costs. “Capital Reserves” shall be defined as an annual appropriation established by the governance committee to provide adequate reserve funds for repairs and improvements to the wastewater treatment facility. Capital reserve funds shall be segregated and used only for the purposes for which they were established.

The total Capital Reserve and Effluent Force Main needs to be at \$1,431,171.00 annually. Camanche uses close to 5.25% of the “system” that includes Effluent force Main and the RWRf facility. Low Moor uses 4.875% of the “system”. This would mean that Camanche would need to pay \$75,165.10 per year and Low Moor \$6,976.96 per year. The City of Clinton would need to set aside \$1.349 million. All cities would face hardship setting aside their respective portions. Therefore, it is being proposed to use a five-year growth model to get to the final numbers needed in year five while allowing all cities to adjust each year over the next five years. The City of Clinton recommends starting July 1, 2019 the City of Camanche provides 2.0% or \$28,623.42 for the first year and increase 1.0% each year until fiscal year 2024. The City of Low Moor would provide .2875% starting July 1, 2019 and increase by 0.05% each year until fiscal year 2024. The City of Clinton would also begin setting aside Capital Reserves of 20% or \$286,234.20 in July 1, 2019 and increase 20% each year until capacity in fiscal year 2024 is reached at 94.26%. This would provide a continual source of funding into the Capital Reserve Fund to assist in maintaining the RWRf and the Force Main.

Councilmember Connell inquired if the ½ percent would be enough of a contribution compared to the repairs needed to maintain the RWRf. Administrator Brooke stated language in the 28E Agreement allows for discussion of items to be repaired to get worked through and is revised annually. Councilmember Gassman inquired as to how the reserve funds will be done. Administrator Brooke stated it will be done without any increases, by slowly building up our capital reserves. Finance Director Anita Dalton addressed the Mayor and Council stating the end of fiscal year 2020 budget has \$175,000 as capital reserve funds. Councilmember Seeley inquired if that were the total fund balance. Director Dalton stated this fiscal year cannot have reserves set aside since a bond payment needs to come out of the current balance. However, maintaining a capital reserve fund is something we need to start doing. M/S, Gassman-Seeley moved to forward the 28E Agreement for Wastewater with Camanche and Low Moor to the next City Council agenda. On roll call, carried unanimously.

2. Sewer Classes Discussion Regarding Commercial Properties with Grease Interceptors – City Administrator Matt Brooke.

City Administrator Matt Brooke stated this involves the sewer class rates for businesses now required to install a grease interceptor by June 30, 2020. Administrator Brooke updated Council with the background of the portion of the City Code Chapter 52 on Fats, Oils and Greases. He noted the discussion on July 24, 2018 at the Committee of the Whole meeting regarding Councilmember

Connell inquiring about extending the timeline for the grease interceptor installation. Updates to Chapter 52 were formally adopted by Ordinance No. 2587 on July 24, 2018 providing all establishments that generate fats, oils or greases as a result of food manufacturing, process or preparation must have a grease interceptor installed and properly maintained no later than June 30, 2020. During the discussion at the June 24, 2018 Committee of the Whole meeting, Councilmember Gassman stated his concerns about the cost to local business owners and the high commercial sewer rate. Administrator Brooke recommended offering a rebate for grease interceptor installation and review the billing classes in December/January. Mayor Vulich stated he believed there should be another class created for food establishments that had installed grease interceptors.

Administrator Brooke stated the new rate proposal is to move the current Class 3 businesses to a Class 4 and all Class 4 businesses, upon installation of a grease interceptor, would become Class 3. The proposal includes that Class 3 would be a cost of 1.557 factor rate times the Class 1 rate of \$9.63; and the Class 4 would be a factor rate of 1.7. Pursuant to this change, class 3 would become \$15.00 and Class 4 would remain \$16.374 per unit. The proposed changes to Chapter 52 include any Class 4 that has a Grease Interceptor Installed, then becomes a Class 3 at the lower rate. Class 4 businesses include Restaurants, butcher shops, grocery or convenience stores with pizza preparation or delicatessens, veterinary clinics and animal kennels, dry cleaners, industrial and commercial laundries. The effective dates are for billings after July 1, 2019. The cost for the commercial classes as defined in Chapter 52.087, General Municipal User shall be Class 3 is \$15.00 per 100 cubic feet.

Councilmember Schemers inquired if the grease interceptors had to be cleaned annually. Administrator Brooke stated they are to be cleaned regularly and inspected annually. Wastewater Treatment Facility Director Bob Milroy addressed the Mayor and Council stating the City Ordinance states the grease interceptors must be cleaned monthly; and a log must be kept showing it has been cleaned by either an employee of the establishment or a professional cleaner. Smaller grease interceptors need to be cleaned weekly. Administrator Brooke stated that with the current 85 restaurants this new rate system would create a 2-year loss in the budget of \$39,000. However, would result in less maintenance and less costs to the treatment facility. M/S, Schemers-Odor move the Sewer Classes regarding Commercial Properties with Grease Interceptors be forwarded to the next City Council agenda. On roll call, carried unanimously.

3. Review of Capital Improvement Program – City Administrator Matt Brooke

City Administrator Matt Brooke provided the background on the Capital Improvement Planning. He noted the process began in 2010, creating a committee of citizens representing City Council, School Board, County Board of Supervisors, Planning Commission, and two citizen representatives. The City of Clinton Capital Improvement Plan (CIP) is a six-year plan, with the first year representing the upcoming fiscal year and the final year representing all the unprogrammed projects. This means that a project is not forgotten but it will come back before the CIP Committee in the following years as a programmed cost or continue as unprogrammed. The CIP is updated annually, beginning in November and December, prior to the budget process. It is used in the development of the next year's budget as a guide for planning capital projects. The CIP Committee was created to take on the tough task of establishing a prioritization of projects. The Committee looks at immediate and long-term capital and infrastructure needs of the City. When their plan is complete it moves forward to the Planning Commission and the City Council.

Administrator Brooke listed the priorities for fiscal year 2020 include rehab and resurfacing of existing roads of Bluff and Manufacturing Drive, Main Avenue and North Third Street, bridge replacement and construction, permeable pavers swimming pool and Lumberkings Parking, Lyons Fire Station South Addition, Erickson Community Center, lower level and Gymnasium addition. A veterans Memorial Drive Plan on Riverview Drive and quiet zones with the Railroads. Councilmember Connell inquired if there was a difference between rehab and resurface and if the sidewalks were included. City Engineer Jason Craft addressed the Mayor and Council stating yes, there is a difference and repairs would only be done to existing sidewalks. Any new development would include sidewalks if

it were feasible in that area depending on traffic flow and the structure of the road. Councilmember Connell suggested there be sidewalks put in around the soccer fields. Engineer Craft stated that would inflate the project by several hundred thousand dollars. Mr. Craft also addressed the bridge replacement projects, noting they are done every 1 to 2 years. The City will be spending \$200,000 over the next 3 years to do replacement or repair to the existing bridges. Some will be eligible for Federal funding.

The CIP plan also calls for library electrical work, signage, cameras and fire escape upgrades; land purchase for right-of-way north of Main Avenue; Fiber upgrade circuit for the Marina and a new campground area for tents at Eagle Point Park. Smaller capital projects include changes to the Park and Recreation buildings, Police vehicles, Animal Protection air conditioned van, City Hall security upgrades, parking lot lighting, Camanche Avenue light poles, and the Engineer Master Transportation plan. Councilmember Allesee stated the waive walls were beginning to crack in places. Administrator Brooke stated this was due to rusting rebar inside that caused the cracking. Councilmember Connell stated there are some polymer products that would work to repair those cracks. M/S, Allesee-Connell move to forward the Capital Improvement Program to the City Council agenda on January 29, 2019 and to a Public Hearing on February 12, 2019. On roll call, motion carried.

4. Mayor and Council Updates

Mayor Vulich stated the past week was the worst week in history in the City of Clinton. He is very proud of the Fire Department and how all was handled. Mayor Vulich thanked all City employees who worked hard to make it run smoothly. There was a lot of good going on in Clinton. Mayor Vulich thanked all other agencies and Fire Departments who stepped forward to help out. All Councilmembers concurred.

M/S, Gassman-Seeley moved to adjourn. All in favor.

Respectfully Submitted,

Teresa Lindstrom
Deputy City Clerk