

AGENDA
REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON, ILLINOIS
7:00 P.M.
MONDAY, MARCH 4, 2024
FREEDOM HALL, 349 W. BIRCHWOOD, MORTON, ILLINOIS

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE TO THE FLAG**
- IV. PUBLIC HEARING**
- V. PRESENTATIONS AND SPECIAL REPORTS**
- VI. PUBLIC COMMENT**
 - A. Public Comments
 - B. Requests for Removal of Items from the Consent Agenda
- VII. CONSENT AGENDA**
 - A. Approval of Minutes
 - 1. Regular Meeting – February 19, 2024
 - B. Approval of Bills
- VIII. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT AGENDA**
- IX. VILLAGE PRESIDENT**
- X. VILLAGE CLERK**
- XI. VILLAGE ADMINISTRATOR**
- XII. CHIEF OF POLICE**
- XIII. CORPORATION COUNSEL**
- XIV. DIRECTOR OF FIRE AND EMERGENCY SERVICES**
- XV. DIRECTOR OF PUBLIC WORKS**
 - A. 2024 Spring Yardwaste Disposal Program
 - B. Resolution Authorizing Professional Services Agreement with Midwest Engineering for Phase 1 Preliminary Engineering for West Jefferson St.
 - C. Resolution of Village of Morton Adopting the 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan
- XVI. ZONING AND CODE ENFORCEMENT OFFICER**
- XVII. VILLAGE TRUSTEES**
 - A. Trustee Blunier
 - B. Trustee Hilliard
 - C. Trustee Leitch
 - D. Trustee Menold
 - E. Trustee Newman
 - F. Trustee Parrott
- XVIII. CLOSED SESSIONS**
- XIX. CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSIONS**
- XXIII. ADJOURNMENT**

**VILLAGE BOARD OF TRUSTEES
REGULAR MEETING
7:00 P.M., February 19, 2024**

After calling the meeting to order, the Pledge of Allegiance was recited before the roll was called, showing the following members present: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.

PUBLIC HEARING – None.

PRESENTATIONS – None.

PUBLIC COMMENT – None.

CONSENT AGENDA

- A. Approval of Minutes.
 - 1. Regular Meeting – February 5, 2024
- B. Approval of Bills

Trustee Newman moved to approve the Consent Agenda. Motion was seconded by Trustee Leitch and approved with the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.
No: None – 0.
Absent: None – 0.
Abstain: None – 0.

VILLAGE PRESIDENT – None.

VILLAGE CLERK – None.

VILLAGE ADMINISTRATOR – None.

CHIEF OF POLICE – None.

CORPORATION COUNSEL – None.

DIRECTOR OF FIRE AND EMERGENCY SERVICES – None.

DIRECTOR OF PUBLIC WORKS – DPW Loudermilk requested permission to bid annual mill & overlay project, annual sealcoat & fog coat project, annual misc. concrete repairs project, and crushing contract at S. Fourth St. yard. There was some discussion regarding specifics on these projects. Trustee Hilliard moved to approve and it was seconded by Trustee Menold before approval by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.
No: None – 0.
Absent: None – 0.
Abstain: None – 0.

DPW Loudermilk then presented a Resolution Authorizing Professional Services Agreement with McMahon Associates, Inc. for Wastewater Treatment Facilities Improvements Plant #2 & Plant #3. Trustee Hilliard moved to approve and it was seconded by Trustee Leitch before approval by the following roll call vote:

Yes: Blunier, Hilliard, Leitch, Menold, Newman, Parrott – 6.
No: None – 0.
Absent: None – 0.
Abstain: None – 0.

ZONING AND CODE ENFORCEMENT OFFICER – None.

VILLAGE TRUSTEES

Trustee Blunier – None.
Trustee Hilliard – None.
Trustee Leitch – None.
Trustee Menold – None.
Trustee Newman – None.
Trustee Parrott – None.

CLOSED SESSIONS – None.

CONSIDERATION OF MATTERS ARISING FROM CLOSED SESSIONS – None.

ADJOURNMENT

With no further business to come before the Board, Trustee Leitch moved to adjourn. The motion was seconded by Trustee Menold and followed by unanimous voice vote of all present board members.

PRESIDENT

ATTEST:

VILLAGE CLERK

YARD WASTE DISPOSAL PROGRAM SPRING 2024

Open: Monday, April 1 – Sunday, April 28

8:00 A.M. – 6:00 P.M. daily

VILLAGE OF MORTON RESIDENTS ONLY: Free yard waste disposal is available at Sewage Treatment Plant #2, **2625 S. Fourth** (at the corner of S. Fourth and Broadway Rd.). ***Verification of name & address required.***

The program is "self-serve" as it has been in the past. A fenced area at STP#2 will be designated for yard waste disposal. Assistance will not be provided for removal or dumping of landscape waste, so please plan accordingly.

The following regulations and limitations must be met:

- 1) Only leaves, grass clippings, and tree branches (no greater than 5' in length or 4" in diameter), and any associated landscape waste will be accepted.**
- 2) No paper or plastic bags will be allowed for disposal.**
- 3) Neither landscaping timber (railroad ties) nor construction lumber is allowed.**
- 4) No commercial enterprise may deposit landscape waste at this site.**
- 5) "Root mass" from trees, bushes, or shrubbery is not allowed.**
- 6) No pet waste, household garbage or plant containers of any kind at this site.**
- 7) No yard waste is to be left outside the designated fenced area.**
- 8) Video surveillance will take place during the program.**

Please follow, or help us police these rules to ensure the continued operation of this free yard waste disposal program for all citizens of Morton.

Remember that it is a violation of Village ordinances to deposit landscape and yard waste on Village property (in the streets, in Prairie and Bull Run Creeks, down storm sewers, etc.), and that open burning of landscape waste or any kind of garbage is prohibited within the Village limits.

RESOLUTION NO. 25-24

RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT WITH MIDWEST ENGINEERING FOR PHASE 1 PRELIMINARY ENGINEERING FOR WEST JEFFERSON ST.

WHEREAS, MIDWEST ENGINEERING ASSOCIATES, INC. is an engineering firm providing civil and environmental engineering services in the state of Illinois; and

WHEREAS, the Director of Public Works recommends the Village of Morton enter into a Professional Services Agreement with MIDWEST ENGINEERING ASSOCIATES INC. for the provision of design engineering services for phase 1 of the West Jefferson Street project.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON, Tazewell County, Illinois, as follows:

1. The Director of Public Works is authorized to enter into an Agreement with MIDWEST ENGINEERING for professional civil engineering services for design of phase 1 of the West Jefferson Street project on a time and material basis for an amount not to exceed ninety two thousand eighty one dollars and twenty eight cents (\$92,081.28) with the form and substance of the Agreement for Professional Services attached hereto as Exhibit A.
2. The Director of Public Works is authorized and directed execute Exhibit A.

BE IT FURTHER RESOLVED that this resolution shall be in full force and effect upon its passage and approval.

PASSED AND APPROVED at a regular meeting of the President and Board of Trustees of the Village of Morton, Tazewell County, Illinois, this _____ day of _____, 2024; and upon roll call the vote was as follows:

AYES:

NAYS:

ABSENT:

ABSTAINING:

APPROVED this _____ day of _____, 2024.

President

ATTEST:

Village Clerk



February 19, 2024

Mr. Craig Loudermilk, P.E.
Director of Public Works
Village of Morton
120 North Main St.
PO Box 28
Morton, Illinois 61550

RE: Proposal for Phase I Preliminary Engineering for FAU 6721 (West Jefferson St.) from 50 ft west of Jay Ave. to 600 ft. west of Detroit Ave. in the Village of Morton

Dear Craig:

Midwest Engineering Associates, Inc. (MWEA) is pleased to have the opportunity to complete the Phase I Preliminary Engineering for West Jefferson Street from Jay Ave. to Detroit Ave. It is understood that the Preliminary Engineering services will be paid for with Local City Funds. It is anticipated that construction will utilize Federal and Local Funds with the possibility of MFT funds as well.

SCOPE OF WORK

1. Engineering Survey

- Import lidar.
- Set TBM's.
- Field survey including topo, x sections, drainage survey and miscellaneous.
- Set pt's, pc's & p.o.l.'s (p.o.l. set at intersections).
- JULIE Design Locate & Utility Coordination.
- Bench marks and horizontal and vertical control will be established along the length of the project.
- Environmental Survey Request.

2. ROW Survey

- Existing right of way information will be provided by the Village to the extent it is available.
- Courthouse and field search (locate exist. Monum. & sec. Corners).
- Calculate deed line, sections lines, & row station/offsets.
- Stakes will be set at proposed right of way limits.

3. Engineering Studies

- Gather and review existing data.
- Develop the existing and proposed typical sections (2 Each) based on existing record drawings, field survey and IDOT BLRS Design Manual.
- Re-establish and review alignment data - no change to the existing horizontal alignment is anticipated, the vertical alignment will be reviewed to verify that there is adequate sight distance.
- Create preliminary plan and profile sheets.
- Create preliminary cross sections at 50-foot intervals (Approx. 70 sections). The cross sections will not be fully developed but will be sufficiently developed to determine approximate right of way limits and possible impacts associated with the project.
- Add Utility Information to topo and plan sheets and identify potential conflicts.
- Perform a hydraulic analysis of the culverts under or along Jefferson St. in accordance with the Village of Morton's and the IDOT's current policies and procedures.



- Crash data will be collected and analyzed to determine if any significant areas should be addressed.
 - Submit Design Exception Request documentation if required.
 - Determine limits of proposed ROW and or Temporary Easements.
 - A Preliminary Environmental Site Assessment (PESA) and Preliminary Site Investigation (PSI) are anticipated and included in the scope of work. (See attached proposal from Huff & Huff Inc.).
 - Develop a preliminary Maintenance of Traffic Plan.
 - Calculate quantities for the significant pay items and prepare an estimate of cost.
4. Local Project Development Report for Categorical Exclusions and Design Approval
- Complete the BLR 22210 Form.
 - Assemble applicable attachments.
 - Submit a Draft PDR for review.
 - Provide a disposition of review comments, revise and resubmit the Final PDR.
5. Meetings
- Public Informational Meeting (including meeting material preparation).
 - Meet with property owners (up to 10 meetings).
 - Bi-monthly (including meeting material preparation).
 - Stakeholder correspondence.
 - Meetings with the Village and/or IDOT District 4 (up to 2 meetings with 2 persons per meeting).
6. Project Management and Administration
7. Quality Control & Quality Assurance

The following tasks are not included in the above scope of services:

- A Noise Analysis is not required since the proposed improvements do not meet the classifications of a Type I or Type II project.
- Pavement design will not be required for this project. Per BLRS Figure 44-1E, small quantities/widening must meet minimum design requirements for the pavement type.
- Structure plans for the structure over Jefferson St. – the Phase I report will not include any improvements to the structure, but may include roadway improvements such as milling and overlay under the structure.
- Land Acquisition Services, Plats, Appraisals, etc.
- Multi-use path analysis.
- Lighting.

Items not included in the Scope of Services could be added as needed with a scope, fee, and schedule to be identified and agreed upon by MWEA and the Village of Morton at a later time.

FEES

MWEA proposes to perform the above Scope of Services on a time and materials basis using a 2.80 direct labor multiplier. The fees associated with performing the Scope of Services are as follows :\$92,081.28.

The above fees will not be exceeded without written authorization from the Village of Morton.



SCHEDULE

Midwest Engineering Associates can start work immediately upon receipt of an executed copy of this agreement, or written notice to proceed, or e-mail referring to this proposal with instructions to proceed.

We anticipate the following project schedule:

| | |
|--------------------------------------|--|
| May 2024 | Draft Project Development Report Submittal |
| September 2024 | Final Project Development Report Submittal |
| <u>Anticipated Phase II Schedule</u> | |
| March 2025 | Pre-final Plans, Specifications and Estimates Complete |
| June 2025 | Final Plans, Specifications and Estimates Complete |
| August 2025 | Right-Of-Way Acquisition Complete |
| November 2025 | Utility Relocations Complete |
| January 2026 | Tentative Letting Date |

MWEA will coordinate potential work with the Tazewell County Highway Department.

TERMS AND CONDITIONS

Attached to this proposal are our General Conditions of Service, which are expressly incorporated into, and are an integral part of, our contract for professional services. Please indicate your acceptance of this proposal by having an authorized representative of the Village of Morton execute a complete copy and return it to our office.

Your acceptance of our proposal confirms that the terms and conditions are understood, including payment to Midwest Engineering Associates, Inc. upon receipt of the invoice, unless specifically arranged otherwise in writing. Of course, if you wish to discuss the terms, conditions, and provisions of our proposal, we would be pleased to do so.

We sincerely appreciate the opportunity to continue to be of service to the Village of Morton.

Sincerely,

A handwritten signature in blue ink that reads "Richard J. Dotson".

Richard J. Dotson, P.E.
Sr. Project Manager

A handwritten signature in blue ink that reads "Rob Culp".

Rob Culp, P.E., C.F.M.
Sr. Project Manager

Responsible for Payment and Accepted by:

Signature: _____

Name (please print): _____

Title (please print): _____

Attachments:

General Conditions of Service

Municipality: _____

VILLAGE OF MORTON, Illinois

Resolution No. 26-24

A Resolution of VILLAGE OF MORTON adopting the
2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan

WHEREAS the (NAME of JURISDICTION BOARD/COUNCIL) recognizes the threat that natural and man-made hazards, including severe thunderstorms, severe winter storms, floods, and tornadoes among others, pose to people and property within VILLAGE OF MORTON; and

WHEREAS the VILLAGE OF MORTON has prepared a multi-hazard mitigation plan, hereby known as the 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan in accordance with federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance Act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS the 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in VILLAGE OF MORTON from the impacts of future hazards and disasters; and

WHEREAS adoption by the VILLAGE OF MORTON demonstrates its commitment to hazard mitigation and achieving the goals outlines in the 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan.

NOW THEREFORE, BE IT RESOLVED BY THE VILLAGE OF MORTON, ILLINOIS,
THAT:

The Corporate Authorities adopts the 2023 Tazewell County Multi-Jurisdictional Multi-Hazard Mitigation Plan and agrees to participate in the annual maintenance and evaluation of the plan.

ADOPTED by a vote of ___ in favor and ___ against, and ___ abstaining, this ___ day of _____, 2024.

CERTIFIED by _____

Jeffrey L. Kaufman,
Mayor

ATTESTED by _____

Zo M. Evans, Village
Clerk