



City Council
COMMITTEE OF THE WHOLE
City of Belvidere, Illinois

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Alderman Ronald Brooks, 4th Ward

Chairman, Public Works

Alderman Mark Sanderson, 5th Ward

Vice Chairman, Public Works

AGENDA

October 10, 2016

6:00 p.m.

City Council Chambers

401 Whitney Boulevard

Belvidere, Illinois

Call to Order: Mayor Chamberlain

Roll Call: Present: Absent:

Public Comment:

Public Forum:

Reports of Officers, Boards, and Special Committees:

Mayor Chamberlain introduction of visitors from Sweden.

1. Building, Planning & Zoning, Unfinished Business: None.
2. Building, Planning & Zoning, New Business:

(A) Discussion of property maintenance violations – 922 Van Buren Street.

3. Public Works, Unfinished Business: None.

4. Public Works, New Business:

(A) Intersection Review – Wycliffe Street & Jamestown Avenue.

(B) Generator Relocation – Well #6 to Newburg 1 Lift Station.

5. Adjournment:

W000652-091316 - Report a Property Maintenance Violation**Request Location**

Address 1: 922 VAN BUREN ST

Address 2:

City: BELVIDERE

State/Province: IL

Zip/Postal Code: 61008

Map: Map

**Report a Property Maintenance Violation Details****Report a Property Maintenance Violation Details**

How long has violation existed: since end of spring

Request/Concern Description: This resident has left trash in a bucket and all over property since the end of spring. He is present regularly, but has not taken the trash away. Please enter the details of your request or concern (if applicable).

First Inspection Date: 09/12/2016

Observations: This is a repeat case which is already in the system. The owner (Billy Toft) has 30 days to clean up & comply. will recheck on 10-10-16

Notice Sent: Yes

Citation Issued:

Re-Inspection: Yes

Date of Re-inspection: 10/10/2016

Message History

Date

On 9/13/2016 9:29:45 AM, Catherine Crawford wrote:
Request was created by staff

Request Details

Reference No: W000652-091316

Created By: Catherine Crawford

Create Date: 9/13/2016 9:29 AM

Update Date: 9/13/2016 9:48 AM

Completed/Closed: No

Required Completion Date: 9/13/2016

Status: In Progress

Priority: High

Assigned Dept: Building Dept.

Assigned Staff: Cara Whetsel

Customer Name: Catherine Crawford

Email Address: (not specified)

Phone:

Source: Phone

W000412-051816 - Report a Property Maintenance Violation**Request Location**

Address 1: 922 VAN BUREN ST

Address 2:

City: Belvidere

State/Province: IL

Zip/Postal Code: 61008

Map: Map

Esri, HERE, DeLorme

Report a Property Maintenance Violation Details**Report a Property Maintenance Violation Details**

How long has violation existed: months

Request/Concern Description: broken windows, trash and tall grass Please enter the details of your request or concern (if applicable).

First Inspection Date: 05/10/2016

Observations: boarded up windows, trash and tall grass. Called Bill to let him know it needs to be fixed. I also sent him a letter 5-16-16 and gave him 30 days to comply. * Talked to Bill Toft 7-11-16 and let him know that this property shall be in compliance within 30 days from our discussion. * Gave Bill 30 Extra days. will recheck on 10-10-16

Notice Sent: Yes

Citation Issued:

Re-Inspection: Yes

Date of Re-inspection: 10/10/2016

Message History

Date

On 5/18/2016 3:22:16 PM, Cara Whetsel wrote:
Request was created by staff

Request Details

Reference No: W000412-051816

Created By: Cara Whetsel

Create Date: 5/18/2016 3:22 PM

Update Date: 9/12/2016 1:10 PM

Completed/Closed: No

Required Completion Date: 5/18/2016

Status: In Progress

Priority: High

Assigned Dept: Building Dept.

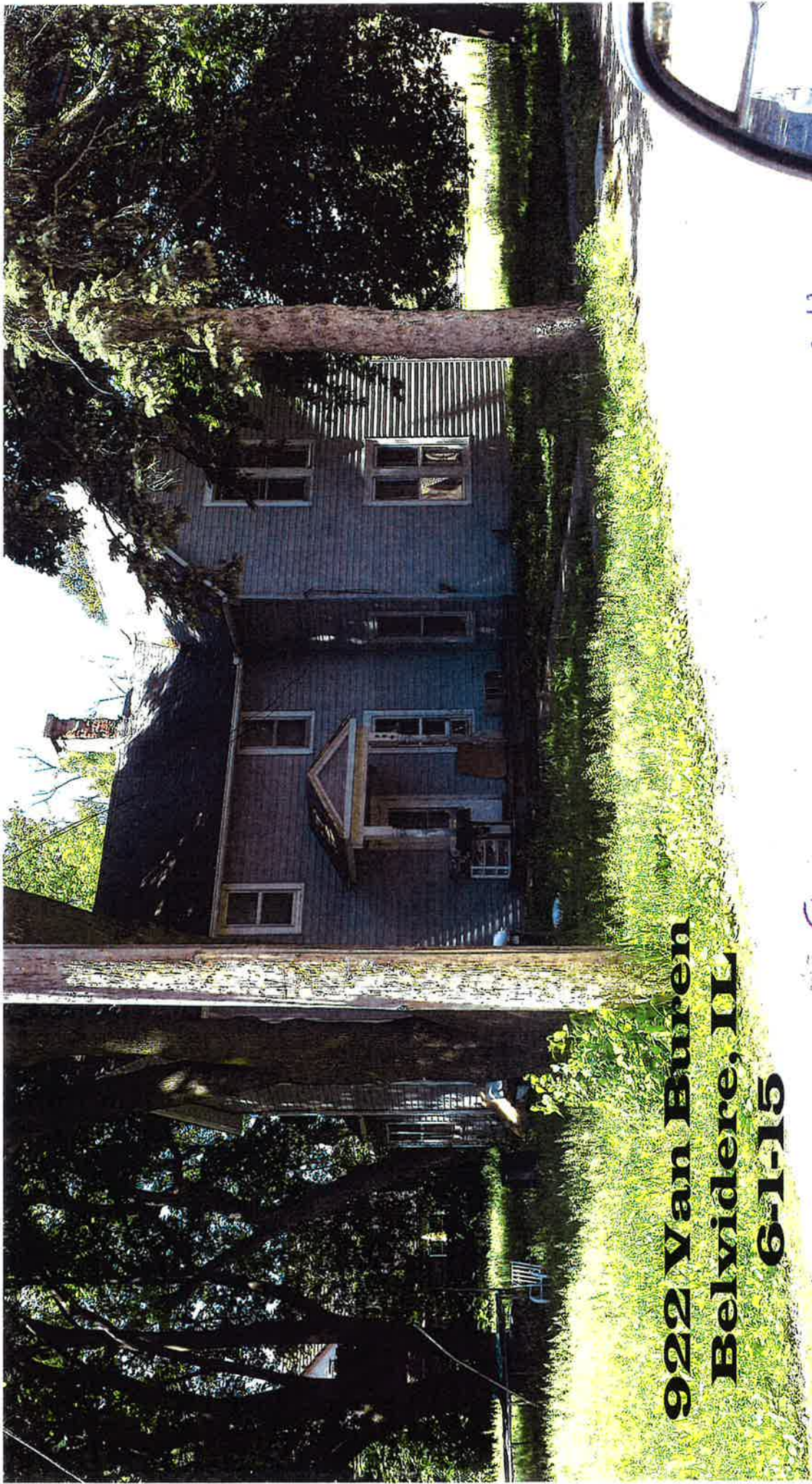
Assigned Staff: Cara Whetsel

Customer Name: Code Enforcement Officer Cara Whetsel

Email Address: cwhetsel@ci.belvidere.il.us

Phone: 8155477177

Source: Walk-In



**922 Van Buren
Belvidere, IL
6-1-15**

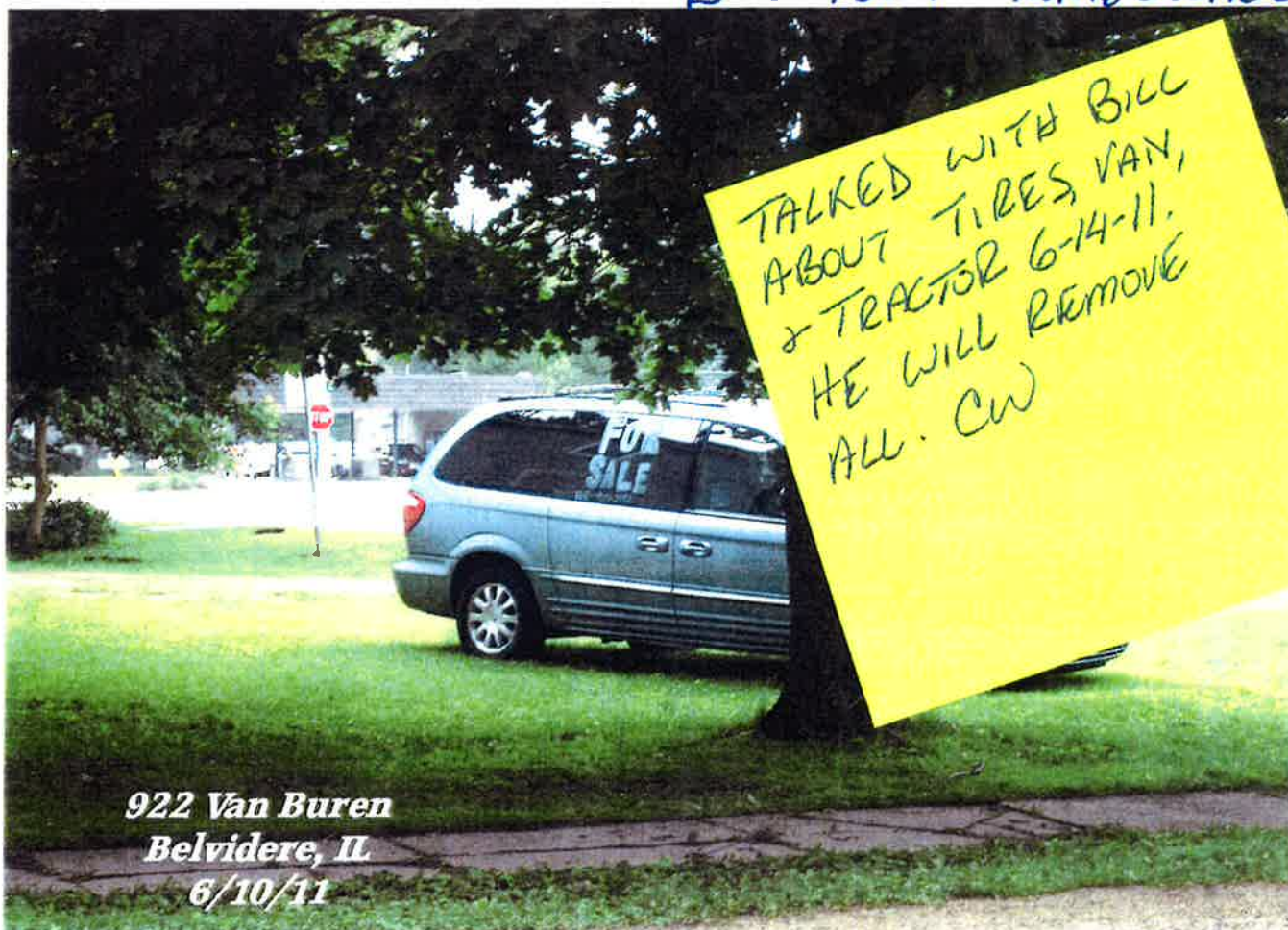
COMPLIANCE
6-13-15
aw

GRAVE TO BILL TOFF
6-2-15
aw



**922 Van Buren
Belvidere, IL
6/10/11**

BILL TOFT HOMEOWNER

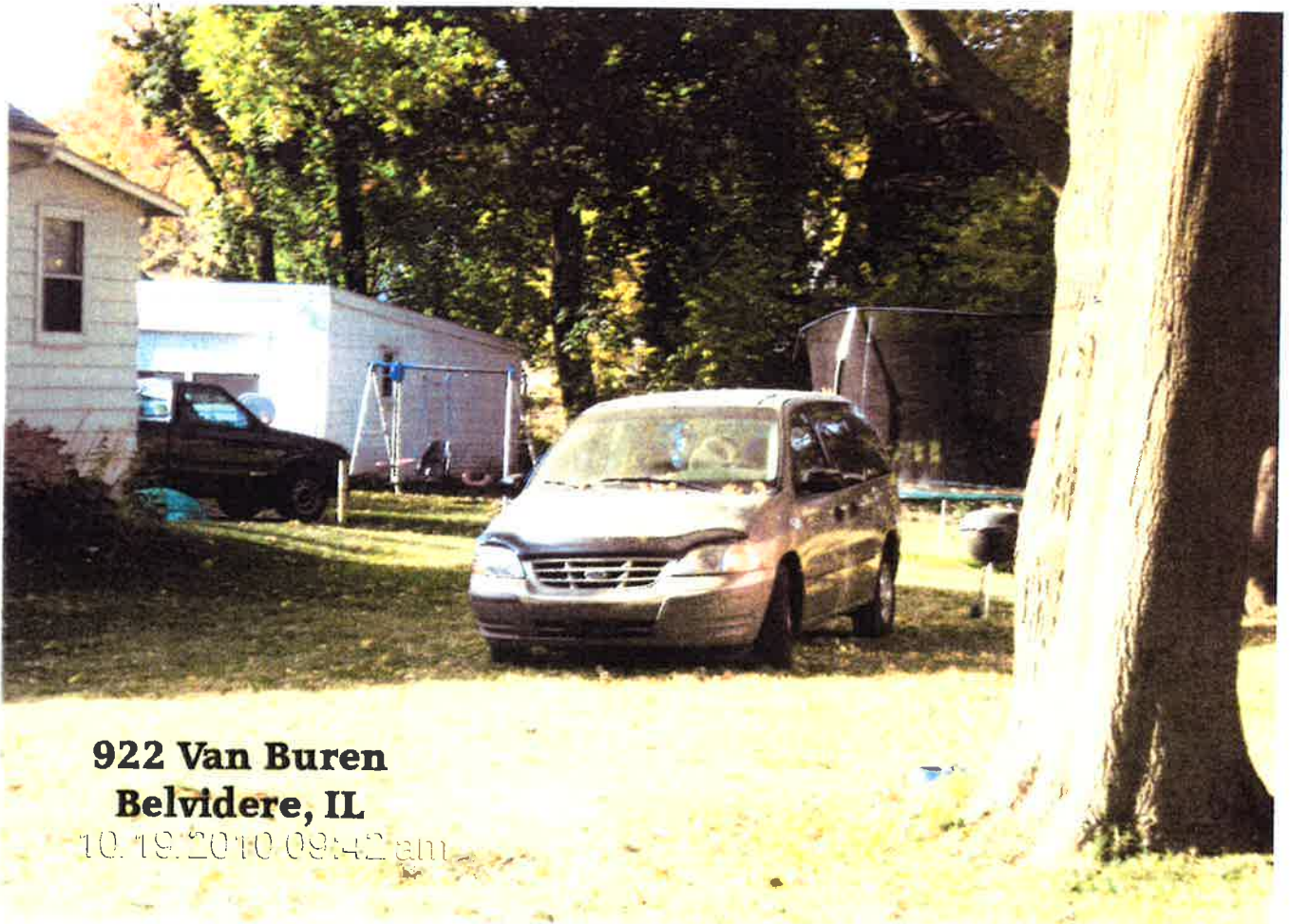


**922 Van Buren
Belvidere, IL
6/10/11**

TALKED WITH BILL
ABOUT TIRES, VAN,
& TRACTOR 6-14-11.
HE WILL REMOVE
ALL. CW




**922 Van Buren
Belvidere, IL**
10/19/2010 09:43 am



**922 Van Buren
Belvidere, IL**
10/19/2010 09:42 am

W000631-090616 - Report a Property Maintenance Violation**Request Location**

Address 1: 1550 PEARL ST
 Address 2:
 City: BELVIDERE
 State/Province: IL
 Zip/Postal Code: 61008
 Map:  Map
 9th St Esri, HERE, DeLo...

Report a Property Maintenance Violation Details**Report a Property Maintenance Violation Details**

How long has violation existed: on & off for months
 Request/Concern Description: Tall grass and weeds inop vehicle Please enter the details of your request or concern (if applicable).
 First Inspection Date: 09/12/2016
 Observations: Tall grass and weeds. Inoperable RV (non-current plates). Sent 2 tickets 8-30-16 gave 10 days to pay and comply. * Bill has asked for more time. I gave him 30 days to comply and pay 9-9-16. CW * the grass has been cut and the RV has been removed 9-21-16. However, the tickets have not been paid. CW
 Notice Sent: Yes
 Citation Issued: Yes x2 on 8-30-16
 Re-Inspection: Yes
 Date of Re-inspection: 10/10/2016

Message History

Date

On 9/6/2016 11:27:09 AM, Cara Whetsel wrote:
 Request was created by staff

Request Details

Reference No: W000631-090616
 Created By: Cara Whetsel
 Create Date: 9/6/2016 11:27 AM
 Update Date: 9/21/2016 12:12 PM
 Completed/Closed: No
 Required Completion Date: 9/6/2016

Status: Ticketed
 Priority: Medium
 Assigned Dept: Building Dept.
 Assigned Staff: Cara Whetsel


Customer Name: Code Enforcement Officer Cara Whetsel

Email Address: cwhetsel@ci.belvidere.il.us

Phone: 8155477177

Source: Walk-In

W000522-071316 - Report a Property Maintenance Violation**Request Location**

Address 1: 1550 PEARL ST
 Address 2:
 City: BELVIDERE
 State/Province: IL
 Zip/Postal Code: 61008
 Map:  Map
 Esri, HERE DeLo...

Report a Property Maintenance Violation Details**Report a Property Maintenance Violation Details**

How long has violation existed: n/a
 Request/Concern Description: tall grass and weeds Please enter the details of your request or concern (if applicable).
 First Inspection Date: 07/07/2016
 Observations: This property is pretty run down looking. the only violation at this time is tall grass and weeds. Talked to Bill Toft 7-11-16 and let him know property shall be kept in compliance with all codes. CW
 Notice Sent: Yes
 Citation Issued:
 Re-Inspection: Yes
 Date of Re-inspection: 07/22/2016

Message History

Date

On 7/13/2016 9:48:49 AM, Cara Whetsel wrote:
 Request was created by staff

Request Details

Reference No: W000522-071316
 Created By: Cara Whetsel
 Create Date: 7/13/2016 9:48 AM
 Update Date: 9/6/2016 11:26 AM
 Completed/Closed: Yes
 Close Date: 8/4/2016 1:11 PM
 Status: Request Completed
 Priority: Medium
 Assigned Dept: Building Dept.
 Assigned Staff: Cara Whetsel

Customer Name: Code Enforcement Officer Cara Whetsel

Email Address: cwhetsel@ci.belvidere.il.us

Phone: 8155477177

Source: Walk-In



**1550 Pearl
(Old DMV)**

Belvidere, IL

9-9-15

11:19 am

Bill TSP - TALL Grass & Weeds
DMV 9-21-15

W000526-071416 - Report a Property Maintenance Violation**Request Location**

Address 1: 922 W 12TH ST

Address 2:

City: BELVIDERE

State/Province: IL

Zip/Postal Code: 61008-5822

Map: Map

Esri, HERE, DeLo...

Report a Property Maintenance Violation Details**Report a Property Maintenance Violation Details**

How long has violation existed: n/a

Request/Concern Description: old tires in the driveway Please enter the details of your request or concern (if applicable).

First Inspection Date: 07/07/2016

Observations: inspected property & saw a pile of old tires in the driveway along with other debris. Talked to Bill Toft on 7-11-16 and asked him to please clean up the property. Will give 14 days to do so.

Notice Sent: Yes

Citation Issued:

Re-Inspection: Yes

Date of Re-inspection: 07/26/2016

Message History

Date

On 7/14/2016 11:18:51 AM, Cara Whetsel wrote:
Request was created by staff

Request Details

Reference No: W000526-071416

Created By: Cara Whetsel

Create Date: 7/14/2016 11:18 AM

Update Date: 8/4/2016 1:10 PM

Completed/Closed: Yes

Close Date: 8/4/2016 1:10 PM

Status: Request Completed

Priority: Medium

Assigned Dept: Building Dept.

Assigned Staff: Cara Whetsel

Customer Name: Code Enforcement Officer Cara Whetsel

Email Address: cwhetsel@ci.belvidere.il.us

Phone: 8155477177

Source: Walk-In



Bill ToFA - TALL GRASS

922 W. 12th St.

Belvidere, IL

9-1-15

10:04 am

*Compliance
9-14-15
DWS*



Bill 7058 - COMPLIANCE 5-27-14 OK

W000523-071316 - Report a Property Maintenance Violation**Request Location**

Address 1: 151 COMMERCIAL ALLEY

Address 2:

City: BELVIDERE

State/Province: IL

Zip/Postal Code: 61008

Map: Map

Esri, HERE, DeLo...

Report a Property Maintenance Violation Details**Report a Property Maintenance Violation Details**

How long has violation existed: n/a

Request/Concern Description: tall weeds, inop vehicles, garbage, parking on grass, outdoor storage, Please enter the details of your request or concern (if applicable).

First Inspection Date: 07/07/2016

Observations: this property is very run down. Violations at this time - tall grass and weeds, inoperable vehicles, garbage parking on grass, & outdoor storage. Talked to Bill Toft 7-11-16. Let him know that this property shall be brought up to compliance asap. Will recheck in 10 days. * All issues still not in compliance 7/25/2016 CW /cwc * All issues still not in compliance 8/1/16 CW/cwc * Issued 7 tickets for non-compliance on 8-30-16. Gave 7 days to comply and pay. * Bill asked for more time on 9-9-16. I will give 30 days extra to pay and comply.

Notice Sent: Yes

Citation Issued: YES x7 8-30-16

Re-Inspection: Yes

Date of Re-inspection: 10/10/2016

Message History**Date**

On 7/13/2016 9:52:34 AM, Cara Whetsel wrote:
Request was created by staff

Request Details

Reference No: W000523-071316

Created By: Cara Whetsel

Create Date: 7/13/2016 9:52 AM

Update Date: 9/12/2016 10:11 AM

Completed/Closed: No

Required Completion Date: 7/13/2016

Status: Ticketed

Priority: Medium
Assigned Dept: Building Dept.
Assigned Staff: Cara Whetsel

Customer Name: Code Enforcement Officer Cara Whetsel
Email Address: cwhetsel@ci.belvidere.il.us
Phone: 8155477177

Source: Walk-In

CONSTITUENT COMMENTS

Date: 7-28-06

Name: _____

Address: _____

Telephone: _____ Fax: _____

E-mail: _____

Issue/Subject Boone County
Graffiti Behind Shopper

- Route To:
- | | | |
|----------------------|--|--|
| Committee | <input type="checkbox"/> Finance & Personnel | <input type="checkbox"/> Public Safety |
| | <input type="checkbox"/> Public Works | <input type="checkbox"/> BPZ |
| | <input type="checkbox"/> City/County | <input type="checkbox"/> _____ |
| Dept. Head | <input type="checkbox"/> Finance Manager | <input type="checkbox"/> Personnel |
| | <input type="checkbox"/> Police Chief | <input type="checkbox"/> Planning |
| | <input type="checkbox"/> Public Works | <input type="checkbox"/> Fire Chief |
| | <input type="checkbox"/> Building/Zoning | <input type="checkbox"/> County Admin. |
| City Hall | <input type="checkbox"/> Mayor's Office | <input type="checkbox"/> City Clerk |
| | <input type="checkbox"/> Administrative Ass't. | <input type="checkbox"/> City Attorney |
| | <input type="checkbox"/> Forester | |
| Economic Development | <input type="checkbox"/> Growth Dimensions | <input type="checkbox"/> Main Street Center |
| | <input type="checkbox"/> Tourism Development | <input type="checkbox"/> Chamber of Commerce |
| Other | <input checked="" type="checkbox"/> <u>CSO</u> | |

"I'm the Plumbing Inspector and a friend of the mayor."

Comments: Graffiti ✓
Bill Talt's Bldg (✓)
Have Removed ASAP

Tickler Date: _____

W000528-071416 - Grass and Weed Violation**Request Location**

Address 1: 1012 E MADISON ST

Address 2:

City: BELVIDERE

State/Province: IL

Zip/Postal Code: 61008-2310

Map:

Map

Esri, HERE, DeL...

Grass and Weed Violation Details**Grass and Weed Violation Details**

How long has violation existed: n/a

Request/Concern Description: tall grass & weeds Please enter the details of your request or concern (if applicable).

First Inspection Date: 07/07/2016

Observations: tall grass and weeds on property. Talked to Bill Toft 7-11-16 and let him know that the grass shall be maintained at 8 inches or less. Gave 10 days to comply.

Notice Sent: Yes

Citation Issued:

Re-Inspection: Yes

Date of Re-inspection: 07/22/2016

Message History

Date

On 7/14/2016 11:26:33 AM, Cara Whetsel wrote:
Request was created by staff

Request Details

Reference No: W000528-071416

Created By: Cara Whetsel

Create Date: 7/14/2016 11:26 AM

Update Date: 8/4/2016 1:06 PM

Completed/Closed: Yes

Close Date: 8/4/2016 1:06 PM

Status: Request Completed

Priority: Medium

Assigned Dept: Building Dept.

Assigned Staff: Cara Whetsel

Customer Name: Code Enforcement Officer Cara Whetsel

Email Address: cwhetsel@ci.belvidere.il.us

Phone: 8155477177

Source: Walk-In

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 10/5/2016
Re: Intersection Review – Wycliffe Street and Jamestown Avenue

After review of the above intersection, I would offer the following:

Current Status:

Jamestown Avenue stops at Wycliffe Street. Speed limit on both streets is 25MPH.

Traffic Volume:

Based on IDOT's current Traffic Volume Map, Jamestown Avenue has an ADT of 200 or less and Wycliffe Street has an ADT of 200 or less.

Accident History:

Police Department records indicate three accidents at this intersection since 2011:

2011	1	2012	0	2013	0	2014	2	2015	0	2016	0
------	---	------	---	------	---	------	---	------	---	------	---

Pedestrian Activity:

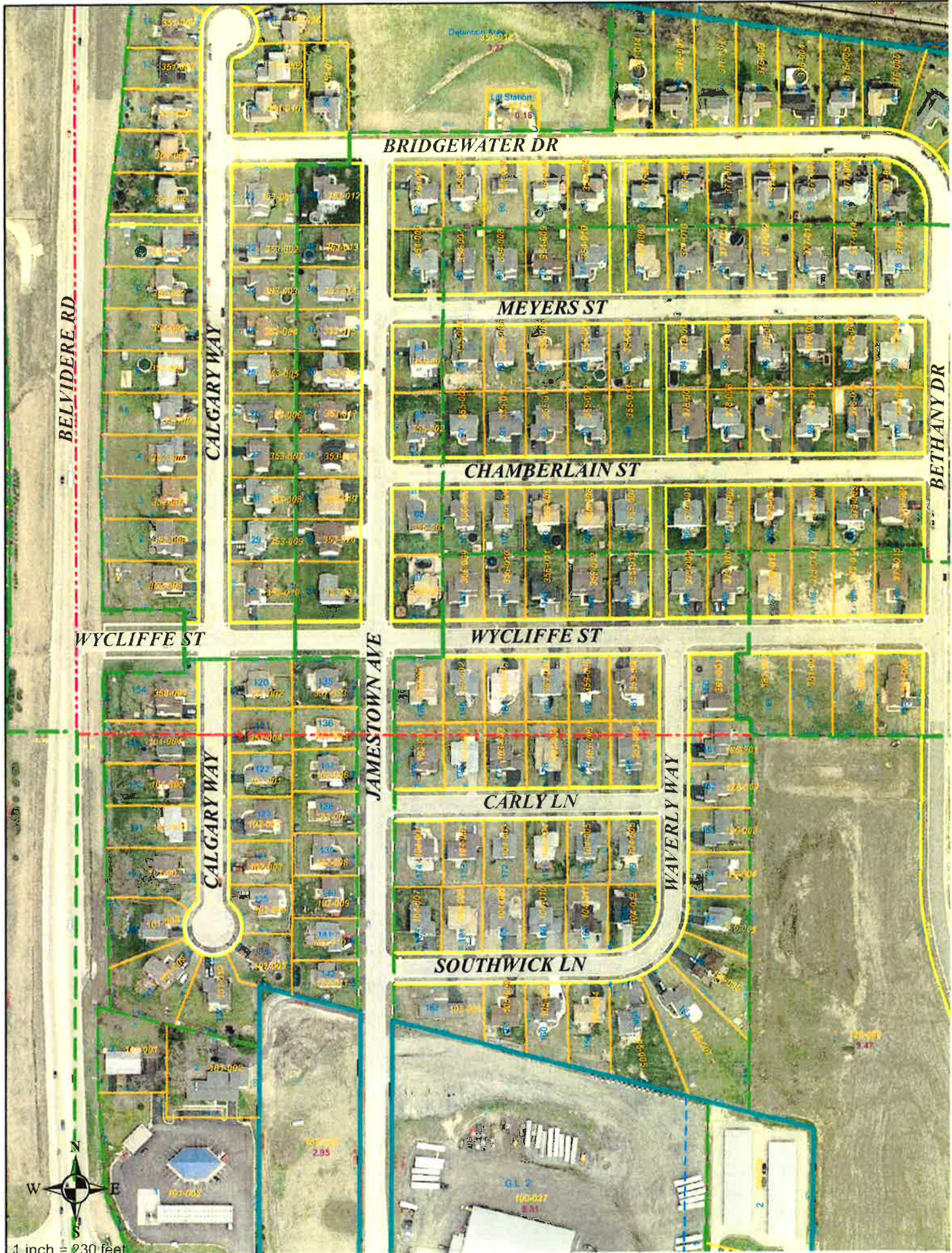
This intersection is located in a residential neighborhood with typical pedestrian activity.

Sight Distance:

No sight distance limitations noted.

Conclusion:

Based on the above information and IDOT's Manual on Uniform Traffic Control Devices, a 4-way stop is not warranted at this time.



BELVIDERE RD

CALGARY WAY

BRIDGEWATER DR

MEYERS ST

CHAMBERLAIN ST

WYCLIFFE ST

WYCLIFFE ST

JAMESTOWN AVE

CARLY LN

CALGARY WAY

WAVERLY WAY

SOUTHWICK LN

BETHANY DR



1 inch = 230 feet

Section 2B.07 Multi-Way Stop Applications

Support:

01 Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

02 The restrictions on the use of STOP signs described in [Section 2B.04](#) also apply to multi-way stop applications.

Guidance:

03 *The decision to install multi-way stop control should be based on an engineering study.*

04 *The following criteria should be considered in the engineering study for a multi-way STOP sign installation:*

- A. *Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
- B. *Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*
- C. *Minimum volumes:*
 1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
 2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
 3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*
- D. *Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.*

Option:

05 Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

Memo

To: Mayor and City Council
From: Brent Anderson, Director of Public Works
Date: 10/5/2016
Re: Newburg 1 Lift Station – Relocated Generator

The current budget includes \$50,000 for the installation of a standby generator at the Newburg 1 Sanitary Sewer Lift Station. We have an existing generator at Well #6 that is no longer needed there since the well was abandoned that we can relocate to the Newburg 1 lift station.

In order to relocate the existing generator, a new concrete pad will need to be poured, a new gas service will need to be installed, as well as a new transfer switch and electrical controls. We have received a proposal from Rush Power Systems to complete all of this work for \$11,070.00. Rush Power Systems is the local firm that does all of our generator maintenance work.

I would recommend approval of the proposal from Rush Power Systems for the relocation of the Well #6 generator to the Newburg 1 lift station, in the amount of \$11,070.00. This work will be paid for from the Sewer Depreciation Account #61-1790.

As the total cost is more than \$10,000.00, a motion to waive the bidding requirement will need to be made at council in order to proceed with this recommendation.