

**PUBLIC WORKS/SAFETY COMMITTEE REPORT 14-01
CITY OF WILLMAR
TUESDAY, JANUARY 14, 2014**

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, January 14, 2014, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Steve Ahmann, Audrey Nelsen, and Bruce DeBlieck. Also present were: Bruce Peterson - Director of Planning and Development Services, Police Chief - David Wyffels, Finance Director - Steve Okins, Brian Bollig - Bollig Inc., Gary Gillman, and David Little - West Central Tribune.

1. PUBLIC COMMENT

There were no public comments.

2. ARCHERY RANGE CONSIDERATIONS (FOR INFORMATION ONLY)

Police Chief David Wyffels lead discussion of developing guidelines for the establishment of outdoor archery ranges. He recommended approval of all proposed indoor ranges. In the case of outdoor ranges, he suggested a permit application process for Council review. The process would educate the applicant of City requirements. A sample application form was reviewed and discussed. The application included technical specifications, as well as definitions.

Committee discussion focused on safety. There were four main issues:

1. The appropriate degree of offset for the range.
2. The appropriate backstop size.
3. The acceptable exposure risk to neighboring properties.
4. The types of arrow tips to be allowed.

Council Member DeBlieck presented an email from Dan O'Meara with some thoughts regarding range development (See Attachment). Council Member Nelsen asked if it would be reasonable to require ranges to be fenced. The Committee discussed safety issues at length and ended the discussion by receiving the material for information only.

3. GRASS LAKE/STORMWATER UPDATE (FOR INFORMATION ONLY)

Staff presented a memo from Jared Voge of Bolton & Menk regarding impacts of the Grass Lake project on the City stormwater system. Staff and Mr. Voge met with Loren Engelby of Kandiyohi County to discuss the most recent plans for the project. It was acknowledged that the Peach Creek flows were to be diverted in the future, but that the City would still have to deal with the tail water effect due to other flows coming into the ditch system. It is anticipated that the Peach Creek diversion could have a positive impact, but the extent of that impact is not known. The County plans to hold a public meeting in the spring of 2014 to discuss the results of modeling incorporating various changes to the project. County staff had mentioned that one possible change to the overall system could be a slight reduction in

lake elevation for Lake Wakanda. No decision regarding the lake elevation has been made at this time.

4. VIAENE EASEMENT (MOTION)

Staff presented an easement agreement between the City of Willmar and Jim Viaene. This easement allows access to Mr. Viaene's property across a portion of the former Wastewater Treatment site. The original easement agreement was drafted in 2004 with a 5-year extension granted in 2009. Mr. Viaene pays \$100 per year for the privilege of the easement.

A motion was made by Council Member Dokken, seconded by Council Member DeBlieck and passed for the following:

RECOMMENDATION: That the City enter into a 5 year extension of the Viaene agreement and that the City Administrator be authorized to execute the necessary document.

5. MINN WEST LIFT STATION/LAKELAND DRIVE PROJECT CHANGE OF SCOPE (RESOLUTIONS)

Staff presented information regarding a change in scope for the MinnWest Lift Station/Lakeland Drive Project. The project scope is proposed to be reduced due to funding issues. There are insufficient state aid funds to complete the road work and a source of funds is yet to be identified for the quiet zone. The trail could still be constructed in 2014, but work continues on the final design and financial estimates for that portion of the project.

Staff recommended that the formal scope of the project be reduced to only that portion that could be funded with the PFA loan. That work would include the Minn West Lift Station, the force main, and associated sanitary sewer work. The Committee was in agreement with the reduction in scope and was informed that the Finance Committee had acted on the financing portion contingent on the Public Works/Safety Committee concurrence.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen and passed for the following:

RECOMMENDATION: That a resolution be adopted that orders the improvements and directs the preparation of final plans and specifications.

That a resolution be adopted that approves plans and specifications for the amended scope of services and calls for bids.

6. OLD BUSINESS

It was mentioned that there is still some train horn noise at the Trott Avenue quiet zone crossing. A citizen had also contacted their Council person regarding problems with the lighting along the path at Taunton Stadium.

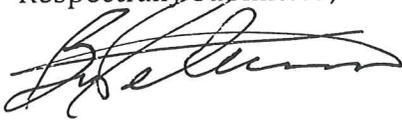
7. NEW BUSINESS

Council Member DeBlicek asked if the City was aware of the types of hazardous materials moving through the rail yard and aware of the timing of hazardous product movement. Included in the discussion was the related discussion of pipeline safety. Chief Wyffels informed the Committee that the Police Department and Fire Department train for these types of disasters, but that there is no specific communication process with the Burlington Northern-Santa Fe or pipeline companies regarding the timing of transportation of product or the type of products being moved.

The Committee briefly discussed options for an additional site for prescription drug drop-off.

8. There being no further business to come before the Committee the meeting adjourned at 6:30p.m.

Respectfully submitted,



Bruce D. Peterson, AICP
Director of Planning and Development Services