

**PUBLIC WORKS/SAFETY COMMITTEE**

**MINUTES**

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, June 30, 2015, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson ..... Chair  
Audrey Nelsen ..... Vice Chair  
Steve Ahmann ..... Member

Others present: Public Works Director Sean Christensen; Chief of Police Jim Felt; Paul Jurek, Bollig Engineering; David Little, "West Central Tribune".

Item No. 1      Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2      Public Comments

There were no public comments made.

Item No. 3      Police Update (Information)

Police Chief Jim Felt noted the jail census for June 30, 2015 was 156; 90 inmates from the Department of Corrections, 64 inmates from Kandiyohi County, 1 inmate from Swift County and 1 inmate from Chippewa County. The calls for service for the previous two weeks totaled 797. The majority of the calls were for traffic stops, followed by public assists and suspicious activity/people. The total calls for service so far this year is approximately 10 days ahead of 2014 at this date, partially due to Family Service reporting. The new canine Axel has completed his first week of duty successfully and possibly will be available for a meet and greet at the next Public Works/Safety Committee meeting. The committee discussed the dog being used for mutual aid with other city's police departments as needed.

Item No. 4      Authorization of Access for Electronic Court Records & Documents (If action taken- Resolution)

Staff brought forth, for information, the authorization of a resolution allowing access for electronic court records and documents. The State of Minnesota has recently set up Minnesota Government Access Accounts for retrieval of electronic court documents and information stored in the Court Information System. Law Enforcement agencies are required to move to the new electronic document system and are also required to submit a resolution from the governing authority giving authorization to allow access. Electronic access to Court Information Systems and court documents is necessary for investigation of crimes/persons, backgrounds and enforcement of court orders.

No action was taken on this item.

Item No. 5      Accept Project and Authorize Final Payment Project No. 1310 (If action taken- Resolution)

Staff and Paul Jurek of Bollig Engineering presented, for information, Change Order No. 3, acceptance of Project No. 1310 and issuance of payment to Duininck, Inc. in the amount of \$111,486.96. The City Council entered into an agreement with Duininck, Inc. on June 16, 2014 for the construction of the MinnWest Lift Station/Lakeland Drive Improvements project. Successful startup of the lift station occurred on February 12, 2015, with a walk through inspection completed at that time and punch list created of minimal items needing attention by the Contractor. The final punch list items are being addressed and the final pay request is hereby submitted and staff recommends final payment be made contingent on these final items being completed.

No action was taken on this item.

Item No. 6            Accept Bid and Award Contract Project No. 1505 (If action taken- Resolution)

Staff brought forth, for information, the acceptance of the bid, authorization of signatures to award the contract, and adoption of the budget for the storm pond improvements of Project No. 1505. The City Council authorized advertisement for bids of projects at the March 2, 2015 Council Meeting. The project includes the improvements of the Civic Center Drive storm pond. Six bids were received and opened on June 23<sup>rd</sup>; Quam Construction in the amount of \$104,869.10, Monson Excavating in the amount of \$139,799.44, Duininck, Inc. in the amount of \$143,547.00, R&R Excavating in the amount of \$167,685.95, Koehl Excavating in the amount of \$203,417.00 and Riley Brothers Construction in the amount of \$226,887.00. The Engineer's Estimate for this project was \$149,167.80. The funding for this project was included in the approved 2015 Improvements Projects.

No action was taken on the item.

Item No. 7            Accept Project and Authorize Final Payment 313 4<sup>th</sup> Street SW (If action taken- Resolution)

Staff brought forth, for information, the acceptance of the Utility Improvements Project at 313 4<sup>th</sup> Street SW and authorization of final payment be made to Land Pride Construction in the amount of \$24,758.00. The City Council entered into an agreement with Land Pride Construction on June 1, 2015 for the utility improvements at 313 4<sup>th</sup> Street SW for installation of a fire line and water service as a 100% assessed project. The final pay request is hereby submitted for consideration and staff recommends final payment be made.

No action was taken on the item.

Item No. 8            Regional Designation Application for Robbins Island Park Complex (Resolution)

Staff brought forth, for approval, the acknowledgement of the application process for Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks and Trails Commission. The parks in the designation application include Robbins Island, Flags of Honor, Hedin, Rau, Thompson and Sperry Parks. The purpose of the application is to identify our facilities meeting very high standards for natural resource based outdoor recreation and would be a part of a regional park system across Greater Minnesota. This opportunity will also give the eligibility to apply for Regional Parks and Trails Legacy Funding.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the application process for Regional Designation for the Robbins Island Park Complex through the Greater Minnesota Regional Parks and Trails Commission. The motion carried.

Item No. 9            Miscellaneous Discussion (Information)

The Committee discussed painting curb in front of a cluster mailbox near a baseball field on the SE side. It was noted the concern of pedestrians crossing the street by Frieda's Café with the possibility of signage not completely remedying the issue. The intersection of 9<sup>th</sup> Street SW and Becker Ave was also discussed for possible solutions to reduce accidents and speeding. It was noted the Downtown Design Center is in contact with MnDOT for beautification of the area by the Downtown sign. Possible crosswalks were discussed at various locations. The Committee noted the continued discussion of stormwater issues and the process of commercial development over one acre needing a Stormwater Pollution Prevention Plan approved by City staff, as well as the possibility of an incentive based program for developers.

There being no further business to come before the Committee, the meeting was adjourned at 5:35 p.m. by Chair Christianson.

Respectfully submitted,



Sean E. Christensen, P.E.  
Public Works Director