

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, April 1, 2014, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
Audrey Nelsen Vice Chair
Bruce DeBlieck Member
Steve Ahmann Member

Others present: Public Works Director Sean Christensen; Director of Planning and Development Services Bruce Peterson; Police Chief David Wyffels; Fire Chief Gary Hendrickson; Public Works Superintendent Scott Ledeboer; Public Works Working Foreman Gary Manzer; Dan Groothuis, Denny Bredeson, and 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

Dan Groothuis and Denny Bredeson, property owners near the new airport, discussed potential leasing or purchase of City-owned surrounding land for farming purposes. Discussion involved the sealed bid process versus open bidding. Also discussed was the length of the lease and any possible extensions.

Item No. 3 MinnWest Lift Station/Lakeland Drive Sewer Project – Construction Related Services (Resolution)

Staff updated the Committee on the proposed scope of services and costs for construction-related engineering services with Bollig, Inc. Staff made no recommendation at this time. The total cost of all four amendments was discussed at length. The proposed cost of the scope of services for construction-related services is \$185,800. This represents 8% of the construction bid amount. Council Member Ahmann inquired how many hours staff commits to these projects.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck and passed to approve Amendment No. 4 to the contract. The motion carried.

Item No. 4 MinnWest Lift Station/Lakeland Drive Sewer Project – Consideration of Bids (Motion)

Brian Bollig, Bollig Inc., was present to update the Committee on the MinnWest Lift Station/Lakeland Drive Sewer Project. It was his recommendation to delay awarding the bids pending final MPCA review. Staff suggested bids could be brought back at a later date, as they are valid for 90 days after the bid opening date of March 3, 2014.

A motion was made by Council Member DeBlieck, seconded by Council Member Nelsen to table the award of bid. The motion carried.

Item No. 5 MinnWest Lift Station/Lakeland Drive Sewer Project – Budget Amendment (Resolution)

Staff gave an update on the budget amendment presented to the Committee. It was staff's recommendation to approve the amended budget as presented. It was noted bids came in slightly higher

than anticipated. The total estimated cost for the project is \$3,251,977.76. Of this amount, \$2,999,716.76 is expected to be PFA eligible. The budget also shows expenditures of \$210,261 in Municipal State Aid Funds, and \$42,000 in Local Option Sales Tax Funds.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve the amended budget as presented. The motion carried.

Item No. 6 2014 Highway 12 Projects (Resolutions - 2)

Staff updated the Committee on the Highway 12 Cooperative Construction Agreement and the level of City participation in the project. Staff recommended approving the Cooperative Agreement and amending the level of cost sharing from the estimated cost of \$58,747 to the revised share in the amount of \$63,920.34. The change was due primarily to the addition of construction-engineering services. Council Member Ahmann asked about signal maintenance and who would be responsible. Staff explained that MnDOT will be responsible for the maintenance of the signals.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann and passed to amend the level of City participation in the amount of \$63,920.34 and also to authorize the Mayor and City Administrator to execute the Cooperative Construction Agreement with MnDOT for the project. The motion carried.

Item No. 7 Motor Grader Purchase (Motion)

Gary Manzer, Public Works Working Foreman, was present to answer questions regarding the purchase and replacement of a motor grader. The 2014 CIP includes the replacement at a cost of \$265,590. Staff proposed purchasing a new 2014 John Deere under state contract for \$247,150, including trade in of the 1991 model. The Committee asked if this item would need to go to the Finance Committee for approval, staff informed them this item did not as no budgetary action is required.

A motion was made by Council Member DeBlieck, seconded by Council Member Ahmann and passed to approve the purchase of a new motor grader for the amount of \$247,150. The motion carried.

Item No. 8 Old Business (Information)

The Committee inquired as to any updates on the City Auditorium. Staff explained the City is awaiting more options from Engan and Associates.

The Committee has been hearing concerns about lead at the City trap range. Staff explained they are only discussing renewal of the leases of this time. These leases may include such language as mitigation of lead. This information will come back to the Committee at a later date.

Item No. 9 New Business (Information)

Police Chief Dave Wyffels noted the jail census for April 1, 2014 was 76, and that the calls for service for the previous two weeks totaled 672.

Fire Chief Gary Hendrickson noted there have been 70 calls to date this year, which is on pace to be similar to the number of calls in 2013. Chief Hendrickson also reminded the Committee that property owners are not allowed to burn leaves within the City, and are encouraged to use the City brush-site. He also discussed additional staffing needs.

The Committee expressed gratitude and thanked Bruce Peterson for his help and service the last 18 months, during this time of transition.

There being no further business to come before the Committee, the meeting was adjourned at 5:55 p.m. by Chair Christianson.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sean Christensen', written in a cursive style.

Sean Christensen, P.E.
Public Works Director