

PUBLIC WORKS/SAFETY COMMITTEE REPORT 13-18
CITY OF WILLMAR
TUESDAY, NOVEMBER 26, 2013

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, November 26, 2013, by Chairman Ron Christianson at the City Office Building. Members present were: Council Members Steve Ahmann, Audrey Nelsen and Bruce DeBlieck. Also present were: Mayor Frank Yanish, Council Members Jim Dokken and Tim Johnson; Charlene Stevens, City Administrator; Bruce Peterson, Planning and Development Services Director; Dave Wyffels, Police Chief; Julie Asmus, Police Sergeant; Tony LaPatka, Police Officer; Lynden Wittman, Senior Engineering Technician; Jerry Kjergaard, Superintendent of Willmar Schools; Brian Bollig and Paul Jurek, Bollig Inc.; Gary Geiger, Bev Dougherty, Warren Hagen, Jason Dougherty, and David Little, "West Central Tribune."

1. PUBLIC COMMENT:

There were no public comments.

2. DARE PROJECT UPDATE (FOR INFORMATION ONLY):

Chief Wyffels was asked to provide information in relation to the value and future continuation of the City's DARE Program. An overview was given including statistical information relating to the number of students who have completed the program over the last 24 years. He noted the DARE Program Budget is a collaborative effort with expenses being shared by the Police Department and the Willmar School District. The program is more than just a drug and violence prevention education program; it also focuses on life skills and decision making. There have been over 50 studies done that show DARE is effective. It also provides more officer uniform presence in all of the schools and contact with elementary students, which in turn promotes a positive image in the community.

Superintendent of Willmar Schools, Jerry Kjergaard, said the DARE Program is a benefit to the community. It provides a good and relevant educational opportunity and the law enforcement relationships are important. This item was for information only.

3. MINNWEST LIFT STATION/LAKELAND DRIVE IMPROVEMENT PROJECT:

Bollig Inc. and staff are proceeding with the design of improvements for the MinnWest Lift Station and Lakeland Drive. The first step in the process of M.S. Chapter 429 is to order an Improvement Report. The report will detail the proposed improvements and provide project funding suggestions.

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

RECOMMENDATION:

Order the Improvement Report for MinnWest Lift Station/Lakeland Drive Interceptor Project No. 1310. (Resolution)

4. CONSIDERATION OF CHANGES IN THE PROCESS OF CONSTRUCTION IMPROVEMENTS (FOR INFORMATION ONLY):

This matter was referred to committee by Council Member Christianson for review of the current process used to approve field changes that arise during construction. The committee discussed the definition of a field change. It was agreed that field changes are those changes made due to unknown conditions or plan errors. City Administrator Stevens assured the committee that the City takes appropriate action to protect its rights under contracts.

The committee discussed the current process and suggested adoption of a policy to deal with project changes. Staff will bring recommendations for policy options to a future committee meeting.

5. OLD BUSINESS:

Chief Wyffels reported the jail census at 69 and the report of calls for the last two weeks at 550.

The committee discussed creating a process to approve archery ranges. The question was raised whether it was the intent of the recent ordinance revision to allow private outdoor ranges, and if so, how are those ranges to be approved? The committee requested that staff come back with a set of objective criteria to use in evaluating archery range proposals.

6. NEW BUSINESS – HIGHWAY 12 CORRIDOR STUDY:

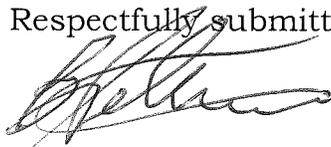
Staff explained that the consultant selection process for the Highway 12 Corridor Study had been completed. It was a joint effort between the City, Kandiyohi County and Mn/DOT. Staff presented a resolution authorizing the Mayor and City Administrator to execute a Mn/DOT agreement for the Highway 12 Corridor Study. A motion was made by Council Member Ahmann, seconded by Council Member Nelsen, and passed for the following

RECOMMENDATION:

To authorize the Mayor and City Administrator to execute an agreement with the State of Minnesota Department of Transportation and Kandiyohi County to engage the services of a professional consultant to complete a Corridor Study for Highway 12 through Willmar. (Resolution)

There being no further business to come before the committee, the meeting adjourned at 5:47 p.m.

Respectfully submitted:

A handwritten signature in black ink, appearing to read "Bruce D. Peterson", written over a horizontal line.

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