

PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING
Monday, January 7, 2019

Present: Mayor Caron and Council Members Albertsen, Buhler, Danforth, Roby, Solum, Vilhauer & Weyh

Also Present: Colin Paulsen, Rob Beynon, Jay DeLange, Kristen Bobzien, Matt Roby & others

The meeting was called to order by Mayor Sarah Caron.

Approval of the Consent Agenda

Motion was made by Bruce Buhler and seconded by Glen Vilhauer to approve the following items on the Consent Agenda: minutes from the December 17, 2018 Public Works/Finance/Safety Committee meeting. All voted in favor and motion carried.

Public Comment

None

Approval of the Agenda

Motion was made by Glen Vilhauer and seconded by Don Roby to approve the agenda; all voted in favor and motion carried.

Consideration of Change Order No. 1 with Fahrner Asphalt Sealers for the Crack Sealing Project No. 1816, for an extension of time.

Assistant City Engineer Colin Paulsen reviewed Change Order No. 1 with Fahrner Asphalt Sealers for an extension of the substantial completion date from November 30, 2018 to May 31, 2019. The work was not completed during the 2018 construction season, mainly due to the weather. The May 31, 2019 completion date allows the work to be finished before the 2019 crack sealing and seal coating projects begin. Motion was made by Bruce Buhler and seconded by Josh Weyh to recommend approval of Change Order No. 1; all voted in favor and motion carried.

Approval of the Street Department Asphalt Patching and Pricing Policy.

Street Superintendent Rob Beynon reviewed the proposed Asphalt Street Repair Rates & Guidelines. This policy outlines the requirements for contractors that are excavating in the right-of-way, and simplifies the associated prices for the street department to patch the asphalt. The proposed policy reflects a substantial increase to the rates, so that the city is not in competition with local contractors. Also, patches at the ends of newly replaced driveways will now be billed out, whereas they were not before. Motion was made by Glen Vilhauer and seconded by Mike Danforth to recommend approval of the policy. After discussion, a substitute motion was made by Bruce Buhler to simplify the three patching fees listed, to one average patching fee. The motion died for lack of a second. After further discussion, the original motion to recommend approval of the policy as presented was voted on; all voted in favor and motion carried.

Authorization to write off accounts receivable in the amount of \$722.80.

Rob Beynon requests authorization to write off the amount of \$737.56 (\$722.80 plus tax) that was billed out for a driveway patch. The contractor replaced a driveway for a citizen, and cut 2' further out into the street than is normally done. This was because of the poor gutter line and was necessary in order to tie into good road and avoid further deterioration. Under the new policy, these type of patches will all be billed out, but because the new policy was not yet in effect, and the street department has not typically billed out driveway patches, it was considered to have been billed in error. Motion was made by Glen Vilhauer and seconded by Dan Albertsen to recommend authorization to write off the \$737.56; all voted in favor and motion carried.

Consideration of Change Order No. 1 for the Bramble Park Zoo Shop Project with Lakeside Construction for an increase of \$3214.67, bringing the final contract amount to \$199,056.67.

Parks, Recreation & Forestry Director Jay DeLange reviewed Change Order No. 1 for the Bramble Park Zoo Shop Project. The change order covers additional gravel required to bring the building to the correct elevation, and for a gravel apron. The change order also covers a decrease for city staff to do the backfilling and placing of black dirt. Motion was made by Glen Vilhauer and seconded by Don Roby to recommend approval of the change order. This motion was not acted on, because it was mentioned that if this was a lump sum bid, there should not be a need for a change order to adjust quantities. It was decided to postpone action until staff could review the contract documents. Substitute motion was made by Glen Vilhauer and seconded by Mike Danforth to postpone action until the next committee meeting; all voted in favor and motion carried.

Old Business

Snow Removal Update

Rob Beynon gave an update on snow removal from the last storm events. On December 26, 2018, we received 12" of snow, with 50 mph wind gusts. This was followed by freezing rain and an additional accumulation 2.5" of snow ending January 3, 2019. Rob explained that the Street Department's focus during a snow event is to keep the emergency routes cleared. Residential areas are only plowed once the snow and winds have subsided. Downtown is plowed beginning at 2:00 am, so as to be finished when traffic increases. It snowed for 42 hours straight, and the entire snow removal process took 58 hours with these snow events. Crews were overstretched, putting in up to 18-hour days and averaging 13-hour days for 9 days straight. The Old Home snow storage area is already almost full. Additional city streets and highways have been added as the city's responsibility in recent years, and Rob is working on revising the official emergency snow route map to add additional streets, which will be brought forward at a future council meeting. Rob explained that he sees two ways for the snow removal process to become more efficient: additional manpower & equipment, or the elimination of the snow gates. The snow gates take more time, and instead of a 3-man team, they require 4-man team because of two motorgraders being required. He showed an illustration of how a snow gate works, and where the snow ends up being pushed. Snow gates are not effective in snow events of over 5", and the consistency of the snow also impacts the efficiency. The situation is aggravated when there are wide driveways or driveways close together with very little snow storage area in between. Driveways at the far end of the block will end up with more snow than those at the beginning of the block because more snow is being carried further. Rob plans to do videos of snow gates in action, illustrating when they are effective and when they are not. It was mentioned that there seems to be a misunderstanding of snow gates, in that they will eliminate snow in driveways altogether. A video posted on the city's website would help educate the public.

New Business

None

Executive Session

None held.

Motion made by Josh Weyh and seconded by Mike Danforth to adjourn meeting at approximately 5:25 p.m.; all voted in favor and motion carried.

Respectfully submitted,
Lori Marscheider