

PUBLIC WORKS/SAFETY COMMITTEE MEETING

Tuesday, January 16, 2018

Present: Mayor Caron and Council Members Buhler, Danforth, Mantey & Weyh

Also Present: Council Members Albertson, Solum, Thorson & Vilhauer, Shane Waterman, Kristen Bobzien, Matt Roby, Brandi Hanten, Mike Lawrence & others

The meeting was called to order by Mayor Sarah Caron.

Approval of the Agenda.

Mayor Caron proposes to remove item 4e, which was listed in error. Motion was made by Mantey and seconded by Buhler to approve the agenda as amended; all voted in favor and motion carried.

Minutes.

Motion was made by Danforth and seconded by Buhler to approve the minutes from the January 2, 2018 meeting; all voted in favor and motion carried.

Discussion of Kemp Avenue One-Way Conversion.

City Engineer Shane Waterman reviewed the scope of the project which will convert the traffic from 3rd Street West to Highway 81 to two-way traffic, and will make the intersections of 3rd Street West, 1st Street West, Broadway, Maple and 2nd Street East to feature four-way stop signs. Approximately 11 parking spaces will be eliminated, but they are spread over an 8-block stretch and not concentrated in any one area. Some of the parking spaces to be eliminated are in areas where they should not be allowed for safety reasons, such as near driveways and intersections. As many as 8 additional parking spaces could be gained in front of the senior center if the driveways onto Kemp were eliminated. This would still allow access to the senior center via the two driveways off 3rd Street, plus the alley entrance. Shane reviewed the costs of the project. The cost for seal coating would be \$25,000, which is the most efficient way to remove the current striping, and this would come out of the annual seal coating budget. The re-striping is also budgeted and would be done as regular maintenance. Changing the signage is a minimal cost. The initial cost estimate for upgrading the signal system is \$22,000, which is also budgeted. However, the SDDOT has recently indicated that if any work is done to the signal system, they would like to upgrade it to enhance the ADA components to match those on north Highway 81. This would add a voice activated sound system that says when it is safe to cross. The cost of these enhancements would be approximately \$155,000. The City would cost-share with DOT, and staff estimates approximately \$38,000 may be the City's responsibility. Further discussions will be held with SDDOT in regard to this intersection. It was discussed that there have been minimal complaints about the recent conversion of 1st Avenue South to two-way traffic, and that Kemp Avenue is the exact width as 1st Avenue South, with the same angle of parking being proposed. It was also mentioned that the City has invested money in the off-street parking lots in the downtown area by improving them during alley reconstruction projects where feasible, and that these parking lots could be better signed to bring awareness of them. Also discussed was the impact the new layout could have on truck deliveries to downtown businesses. Mike Lawrence, owner of Harry's Hair Cuts and Hot Towels, spoke in favor of the two-way conversion, and that the two-way conversion would facilitate trucks turning in and backing out of alleys and they would not be limited to only travelling one direction on Kemp. After discussion, motion was made by Danforth and seconded by Mantey to recommend authorizing the Engineering Department to proceed with the one-way conversion of Kemp Avenue; all voted in favor and motion carried.

Authorization to advertise for bids for 2018 engineering projects:

Shane reviewed the proposed engineering projects for 2018, and requested authorization to advertise for bids for the following projects: Sidewalk Accessibility Improvements Project No. 1804, Downtown Alley Reconstruction Project No. 1807, Sanitary Sewer Replacements Project No. 1808, Highway 81 Storm Sewer Structure Improvements Project No. 1810, and Crack Sealing Project No. 1816. Motion

was made by Weyh and seconded by Danforth to recommend approval to advertise for bids for these projects; all voted in favor and motion carried.

Authorization for the Mayor to sign a contract with BX Civil & Construction Inc. for the Sanitary Sewer Replacement for the Highway 81 Roundabout Project 1805.

Shane reviewed the proposed project to modify the sanitary sewer at the intersection of Highway 81 and 20th Avenue South to accommodate the planned SDDOT roundabout project. The sanitary sewer modifications will be completed during the SDDOT's project, and will remove sanitary sewer structures that would be in the paved path of the roundabout. The low bid is \$101,278.60 from BX Civil & Construction for the sanitary sewer portion of this project. SDDOT has already awarded their portion of the project to BX Civil & Construction Inc. The WWTF Department has adequate funds in the cash reserves to cover the cost of the sewer modifications. After discussion, motion was made by Buhler and seconded by Mantey to recommend awarding bid to BX Civil & Construction Inc.; all voted in favor and motion carried.

Appointment of Brandi Hanten, Urban Planner, to be the Watertown Community Rating System (CRS) Coordinator.

Mayor Caron requests that Urban Planner Brandi Hanten be recommended for appointment as Watertown's CRS Coordinator. The CRS Coordinator will submit all the documentation necessary to maintain the CRS rating, which results in a discounted rate on flood insurance premiums for the entire community. Motion was made by Danforth and seconded by Mantey to recommend appointing Brandi Hanten as CRS Coordinator; all voted in favor and motion carried.

Community Rating System (CRS) Progress Report.

As part of the recertification process, the City is required to submit a progress report. The report contains five questions that analyze the improvements to the program and any goals that were not met. Shane reviewed the progress report prepared by staff, which refers to the Codington County Pre-Disaster Mitigation Plan. Mayor Caron asked that the answer to question four be clarified to indicate the City does not have unmet goals or any missed deadlines. This was an information item only, and no formal action was required or taken by the committee.

Authorization for the Mayor to sign the Community Rating System (CRS) Recertification Form.

Staff seeks authorization for the Mayor to sign the CRS Recertification form, which will be submitted along with the Progress Report and a checklist of required items and documentation. Motion was made by Buhler and seconded by Weyh to recommend the Mayor be authorized to sign the CRS Recertification Form; all voted in favor and motion carried.

Old Business

None

New Business

None

Executive Session

None held.

Motion made by Buhler and seconded by Mantey to adjourn meeting at approximately 6:25 p.m.; all voted in favor and motion carried.

Respectfully submitted,
Lori Marscheider