

PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING

Monday, September 17, 2018

Present: Mayor Caron and Council Members Albertsen, Buhler, Lalim, Mantey, Roby Solum, Thorson, Vilhauer & Weyh

Also Present: Heath VonEye, Matt Roby, Kristen Bobzien, Rob Beynon, Terry Kelly, Chip Premus, Colin Paulsen & 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 Beth Mantey to approve the following items on the Consent Agenda: minutes from the September 4, 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 Dan Albertsen to approve the agenda; all voted in favor and motion carried.

Consideration of Change Order No. 1 (Final) with DeGroot Concrete & Construction for the Sidewalk Accessibility Improvements Project No. 1804, for a decrease of \$20,781.80.

City Engineer Heath VonEye reviewed Change Order No. 1 for the Sidewalk Accessibility Improvements Project. The change order resulted in savings because of the methods and procedures that the contractor used on this project. For removals, the contractor saw cut the concrete without cutting into the asphalt, avoiding the asphalt patch. Motion was made by Adam Lalim and seconded by Beth Mantey to recommend approval of this change order; all voted in favor and motion carried.

Update on Golf Course funding for the Shoreline Stabilization project.

Assistant Parks, Recreation and Forestry Director Terry Kelly, gave an update on the shoreline stabilization at the Cattail Crossing Golf Course. The CIP budget for this year includes \$100,000 for renovation of greens, but it has been decided to delay those improvements. During the spring, a great deal of the shoreline protection was lost when the irrigation intake was put in on the lake. The plan is to use approximately \$7500-\$10,000 of the budget line to restore the shoreline with riprap. This was an update only, and no formal action was taken.

Haunted House Permitting Discussion

Mayor Caron introduced the topic of implementing a permitting procedure for haunted houses. A sample permit application form was included with the agenda packet. Fire Marshal Chip Premus spoke about safety concerns in the event of fire. The permitting process would allow the city to know where the haunted houses are located and provide a checklist for the owner to ensure that certain safety measures have been thought about and are in place such as fire extinguishers, marked exit signs, liability insurance, lighting, hold-harmless agreement for the city, etc. Chip has inspected the big commercial haunted houses, but the private home ones are growing in popularity and expanding, sometimes into the right-of-way. Some council members were concerned that this permitting process could be too intrusive, and it was mentioned that our current ordinance would already prohibit these events from expanding into the right-of-way. This was a discussion only, and no formal action was taken.

Old Business

Gravel Road Paving Discussion

As a follow-up to the September 4 committee meeting and the August 30 council meeting, the discussion continued on the gravel roads around town that have never been paved. An updated map of existing gravel roads was included in the agenda packet, along with updated cost estimates to improve them, which is estimated at \$4M not including curb & gutter. Mayor Caron explained that we have a process in our subdivision ordinance for building roads. This is the responsibility of the developer, and the city takes over maintenance after the improvements have been made. In the past, the subdivision ordinance has not always been adhered to, in order to save the developer money, and this is why we have unimproved gravel roads around town. A few years ago, some money was budgeted for improving these gravel roads, but the priority of which roads to do first was never set. She added that if the council agrees that the city should start paving gravel roads, we need to come up with a priority list of which ones to do first and how much of it the city should pay. The priorities could be decided by criteria such as traffic counts, or hours of city time spent maintaining the gravel road, for example. A lengthy discussion ensued. Street Superintendent Rob Beynon spoke on the amount of time spent grading & maintaining the gravel roads, and outlined different options that could be employed to help reduce the dust and washboard effect short of complete reconstruction. Bonnie Glines, a resident who uses 21st St. SW to access her home, was present and urged the council to move forward with paving the streets. Heath VonEye commented that it is a mindset on how we look at these improvements. We don't allow our sewer & water infrastructure to be compromised or left incomplete, and the streets should have the same level of importance. He described the process that has been used in other communities, and that now is a good time for us to implement changes as we look at updating our regulations. The discussion concluded with the Mayor asking for volunteers to form a subcommittee and directed staff to put together a program to prioritize the streets. Meanwhile, Rob will check into placing millings on 21st Street until future improvements are made.

21st Street E Bike Path

Glen Vilhauer noticed that the bike path along 21st Street East has been milled, but not paved, and asked if this would be paved before winter. Heath responded and said that the mill was brought in for multiple locations for this year's Park & Rec improvements project. Discussions were held with the Park & Rec Department, and it was decided to have all locations milled while the machine was in town, so it does not have to be brought back. The paving is waiting for the FAA to approve the plat with the adjustment of the right-of-way so that the path can be relocated on higher ground, which is the goal. The worse-case scenario is that it might not be paved until next spring. Meanwhile, staff would see if they could pack it down to make it better in the short term.

Stormwater Utility

Mayor Caron mentioned that we could offset the cost of road maintenance by setting up a stormwater utility or a road utility. A stormwater utility would help to fund road work to correct improper drainage. We have talked about this in the past, and it might be time to revisit it.

Downtown Flowers

Dan Albertsen asked if the Contingency Fund could be used to purchase flowers for downtown for next year. Finance Officer Kristen Bobzien said the contingency fund is set up for unanticipated expenditures in the current year, so using the 2018 contingency to prepay flowers would not be an appropriate use of the fund. Mayor Caron added that if the downtown tax had passed, that would have been used to pay for a downtown coordinator. But that tax would fund only a small portion of all we want to do downtown. We have other options and can still move forward with our plans downtown, but we need a coordinator. One option is to see if the Watertown Development Company would be willing to take over the coordinator duties.

New Business

None

Executive Session

None held.

Motion made by Bruce Buhler and seconded by Jon Solum to adjourn meeting at approximately 5:23 p.m.; all voted in favor and motion carried.

Respectfully submitted,
Lori Marscheider