

## **PUBLIC WORKS / FINANCE / SAFETY COMMITTEE MEETING**

Monday, November 5, 2018

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

Also Present: Heath VonEye, Matt Roby, Kristen Bobzien, Colin Paulsen, Rob Beynon, Mike Boerger & 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 October 15, 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 Josh Weyh to approve the agenda; all voted in favor and motion carried.

### **Consideration of Change Order No. 2 (final) for the Uptown Alley Reconstruction Project No. 1807, with Crestone Builders Inc., for an increase of \$2,525.21, bringing the new contract amount to \$198,753.24.**

City Engineer Heath VonEye reviewed Change Order No. 2 for the Uptown Alley Reconstruction Project, for an increase of \$2,525.21. This change order adjusts quantities to those installed, and closes out the project. Motion was made by Beth Mantey and seconded by Bruce Buhler to recommend approval of Change Order No. 2; all voted in favor and motion carried.

### **Consideration of Change Order No. 1 for the Park & Rec Improvements Project No. 1819, with Duininck Inc., in the amount of \$9,792.75, bringing the new contract amount to \$181,859.00.**

Assistant City Engineer Colin Paulsen explained that Change Order No. 1 for the Park & Rec Improvements Project is an increase to pay the contractor for the work they did to install fabric and crushed concrete, which was not listed as bid items when this project was bid out. The next change order will contain a deduction for subgrade preparation and other work that the contractor did not do, which will offset a portion of this change order. Motion was made by Glen Vilhauer and seconded by Brad Thorson to recommend approval of change Order No. 1; all voted in favor and motion carried.

### **Consideration of Change Order No.1 for the Milling & AC Mat Construction Project No. 1814 with Duininck Inc., in the amount of \$182,859.84, bringing the new contract amount to \$995,277.34.**

Street Superintendent Rob Beynon reviewed Change Order No. 1 for the 2018 Milling & AC Mat Construction Project, for an increase of \$182,859.84. Rob explained that this change order results from excellent bid prices and a carry-over budget from the previous year which allowed for additional areas to be included in this year's overlay project. Existing bid items can be expanded to include additional work as long as it is within the budgeted amount. Even with this change order, the project is still under budget. Motion was made by Beth Mantey and seconded by Don Roby to recommend approval of Change Order No. 1; all voted in favor and motion carried.

**Consideration of Change Order No. 1 for the 26<sup>th</sup> Street SE Project No. 1801-D with J&J Earthworks, for an extension of contract time.**

Heath explained that Change Order No. 1 for the 26<sup>th</sup> Street SE Project is for an extension of time only, extending the date of Substantial Completion by 258 days, to May 31, 2019. This project was discussed at the October 15, 2018 Public Works / Finance / Safety Committee meeting, and it was determined that curb & gutter installation and paving will not be allowed until the conclusion of one freeze/thaw cycle. This was overlooked at the time of the original agreement. Motion was made by Bruce Buhler and seconded by Adam Lalim to recommend approval of Change Order No. 1; all voted in favor and motion carried.

**Consideration of Change Order No. 1 for the 13<sup>th</sup> Avenue SE Sanitary Sewer Improvements Project No. 1821 with AP & Sons Construction Inc., for an increase of \$2,321.00, bringing the new contract amount to \$140,201.00.**

Heath reviewed Change Order No. 1 for the 13<sup>th</sup> Avenue SE Sanitary Sewer Improvements Project, for an increase of \$2,321.00. This change is for extra electrical equipment needed for the lift station, and is a critical part of the lift station functionality. Wastewater and Solid Waste Superintendent Mike Boerger added that this electrical equipment enables the lift station to be powered by a portable generator during power outages. It is normally standard equipment on new lift stations, and was somehow omitted on this one. Motion was made by Beth Mantey and seconded by Dan Albertsen to recommend approval of Change Order No. 1; all voted in favor and motion carried.

**Consideration of Change Order No. 2 (final) for the 3<sup>rd</sup> Avenue SW Reconstruction Project No. 1806, with Duinick Inc., for an increase of \$5,413.76, bringing the new contract amount to \$147,612.83.**

Heath reviewed Change Order No. 2 for the 3<sup>rd</sup> Avenue SW Reconstruction for an increase of \$5,413.76. This change order adjusts quantities to those installed, and closes out the project. Motion was made by Don Roby and seconded by Dan Albertsen to recommend approval of Change Order No. 2; all voted in favor and motion carried.

**Consideration of Change Order No. 6 (Final Amended) for the Sanitary Sewer Replacements Project No. 1808, with Duinick Inc., for an increase of \$9,048.15, bringing the new contract amount to \$529,258.06.**

Heath explained that Change Order No. 6 is the final amended change order for the project. The amendment was deemed necessary because after the final change order was processed, the contractor came forward with a request for payment from one of the subcontractors who had inadvertently left out some weigh tickets for material that they had hauled to the site. The change order is for an increase of \$9,048.15, adjusting quantities to those installed, and closes out the project. Motion was made by Bruce Buhler and seconded by Beth Mantey to recommend approval of Change Order No. 6 (final amended); all voted in favor and motion carried.

**Consideration of Change Order No. 1 for the WWTF Biosolids Dewatering Improvements Project No. 1715, with Swanberg Construction, for an increase of \$2,220.00, bringing the new contract amount to \$1,065,220.00.**

Mike Boerger reviewed Change Order No. 1 for the Biosolids Dewatering Improvements Project for an increase of \$2,220.00. The change order adds two glass-lined pipe fittings that reduce the diameter of the pipe from 6" to 3" to accommodate a 3" meter. This was necessary to ensure sufficient velocity for meter accuracy. In addition, the polymer injection ring was revised, requiring the reaction tank to be raised higher off the floor, so the change order provides a concrete pad under the reaction tank. Motion was made by Don Roby and seconded by Glen Vilhauer to recommend approval of the change order; all voted in favor and motion carried.

**Consideration of Contract Amendment No. 2 for the Landfill Stormwater Improvements Project No. 1818, with Houston Engineering for an increase of \$3,720.00, bringing the total contract amount to \$106,020.00.**

Mike Boerger reviewed Professional Services Contract Amendment No. 2 for the Landfill Stormwater Improvements Project for \$3,720.00, with Houston Engineering. Mike explained that this amendment is necessary to cover Houston Engineering's costs to reimburse the SD contractors for the download fee for the plans. This requirement by SDCL, that SD resident contractors receive plans free of charge, was not known until the day of the bid opening. This change order also provides payment to HEI for engineering services in relation to the relocation of a storm sewer pipe due to buried waste being discovered in the path where the pipe was proposed to be relocated. Motion was made by Jon Solum and seconded by Josh Weyh to recommend approval of the Contract Amendment No. 2; all voted in favor and motion carried.

**Consideration of the annual Joint Funding Agreement with United States Geological Survey (USGS) for operation and maintenance of the Upper Big Sioux River flood forecasting system for the period of 10-1-18 through 9-30-19.**

Heath reviewed the Joint Funding Agreement with USGS. This is an annual agreement for operation & maintenance of the Upper Big Sioux Flood Forecasting System. The total cost for the period from October 1, 2018 to September 30, 2019, is \$77,660.00, with the City's share \$23,330.00. The cost-share partners include the US Geological Survey, Codington County, Lake Kampeska Water Project District and SD Dept. of Environment & Natural Resources. Mayor Caron explained even in a non-flood year, the gauges collect data, and it is a constant process to keep the various gauges accurate and calibrated. Also, different gauges have different functions. Some are only active in a flood situation, and others collect rain and drought information. The data collected has to do with water quantity, not water quality. This is funded from the Water Resources account annually. Motion made by Adam Lalim and seconded by Beth Mantey to recommend approval of the agreement; all voted in favor and motion carried.

**Floodplain Ordinance Amendment Discussion**

Heath introduced the subject by saying this is on the committee agenda for discussion purposes and will be followed up with a first reading at tonight's council meeting. The proposed ordinance amendment is relating to the elevation of a building's finished floor in relation to the Base Flood Elevation (BFE). We are not proposing to change the ordinance that requires the lowest floor to be elevated a foot above the BFE, but are proposing a correction in reference to where that finished floor elevation is taken from. This change will make our terms to be uniform with FEMA's reference to a finished floor elevation and will be less confusing. Mayor Caron added that the FEMA forms that people fill out refer to the lowest finished floor elevation, and we refer to the foundation upon which the structure supporting the lowest finished floor rests. This is confusing and cannot be measured with surveying equipment if it is a built house, but is easier if the house is under construction. Urban Planner Brandi Hanten was present and commented that FEMA has stated that this proposed ordinance change will have no impact on Watertown's rating with the National Flood Insurance Program Community Rating System (CRS). The CRS rating gives the community lower flood insurance premiums. This was a discussion only and no action was taken.

**Discussion on weed mowing charges.**

Finance Officer Kristen Bobzien introduced the topic, by stating that this was discussed at the last council meeting, and that the street department mowing charges do not fall under the fee schedule that will be on tonight's council agenda. Once we have a discussion on the mowing rates, the charges will be brought back at the next council meeting. Street Superintendent Rob Beynon outlined the current mowing rates which are a minimum of \$100 per man per hour. Some properties are repeatedly mowed, and one has been taken care of by the city for three years. Mowing private properties takes the street department staff away from other tasks such as filling

potholes. Discussion was held on ways to make it a disincentive for people to have the city mow, such as hiring out the mowing orders, adding a fine, increasing the mowing charges, or making the charges progressively higher for repeat calls. This was a discussion only and no action was taken.

***Old Business***

None

***New Business***

None

***Executive Session***

None held.

Motion made by Bruce Buhler and seconded by Josh Weyh to adjourn meeting at approximately 5:00 p.m.; all voted in favor and motion carried.

Respectfully submitted,  
Lori Marscheider