

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, September 9, 2014, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
Audrey Nelsen Vice Chair
Bruce DeBlieck Member
Steve Ahmann Member

Others present: Mayor Frank Yanish; Council Member Tim Johnson; Director of Public Works Sean Christensen; Chief of Police Jim Felt; Airport Operations Supervisor Eric Rudningen.

Item No. 1 Call to Order

The meeting was called to order by Chair Christianson at 4:45 p.m.

Item No. 2 Public Comments

There were no public comments.

Item No. 3 Airport Operations Supervisor Agreement: 2015-2017 (Resolution)

Public Works Director Sean Christensen brought forth, for approval, the resolution to allow the City to enter into an agreement with Eric’s Aviation Services for the Airport Operations Supervisor. As per the Airport Commission’s recommendation, staff along with the City Attorney drafted a new agreement with Eric’s Aviation Services, Inc. with minor changes including haying the end of the runway, herbicide being applied by the Operations Supervisor with chemicals paid by the City, and assisting the Airport Manager in administrative matters. The proposed monthly fee schedule for 2015 would be \$6,428.00, \$6,524.00 in 2016 and \$6,622.00 in 2017. Eric Rudningen, with Eric’s Aviation Services, was present to answer additional questions from the Committee.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck to approve the resolution for the City to enter into an agreement with Eric’s Aviation Services for the Airport Operations Supervisor for the years 2015-2017. The motion carried.

Item No. 4 Work Order No. 3 Bolton and Menk for Airport Industrial Stormwater Permit and Stormwater Pollution Prevention Plan (SWPPP) (Resolution)

Public Works Director Christensen brought forth, for approval, Work Order No. 3 with Bolton and Menk for the Airport Industrial Stormwater Permit and Stormwater Pollution Prevention Plan (SWPPP) in the amount of \$7,150.00. The Airport Industrial Stormwater Permit renewal process is required for a new 2015 permit. The MPCA is also requiring a Stormwater Pollution Prevention Plan (SWPPP) to be submitted. The Work Order will cover the technical assistance provided by Bolton and Menk for the application and submittal of the permit and plan.

A motion was made by Council Member DeBlieck, seconded by Council Member Nelsen to approve the Work Order No. 3 with Bolton and Menk for the Airport Industrial Stormwater Permit and Stormwater Pollution Prevention Plan. The motion carried.

Item No. 5 Final Project Payment for Contract 1 of State Project No. A3401-63 (Resolution)

Public Works Director Christensen brought forth, for approval, the final project payment for

Contract 1 of State Project No. A3401-63 intended for the turf restoration/establishment project of grass runway 03/21 in the amount of \$27,857.61 to Kuechle Underground, Inc. of Kimball. Due to a wet June, a change order was included reducing the final contract by \$18,068.00.

A motion was made by Council Member Ahmann, seconded by Council Member DeBlieck to approve the final project payment for Contract 1 of State Project No. A3401-63. The motion carried.

Item No. 6 Amendment No. 2 to Work Order No. 1 Professional Services Contract with Bolton and Menk of the 2012 Airport Pavement Improvements- Turf Runway (Resolution)

Public Works Director Christensen brought forth, for approval, Amendment No. 2 to Work Order No. 1 of the Professional Services Contract with Bolton and Menk. Bolton and Menk provided additional construction engineering services for reseeding and fertilizing on the Turf Runway rehabilitation because of poor weather conditions in June. The amendment request totals \$3,250.00 for the additional consultant time.

Following a discussion a motion was made by Council Member DeBlieck, seconded by Council Member Nelsen to approve the Amendment No. 2 to Work Order No. 1 Professional Services Contract with Bolton and Menk of the 2012 Airport Pavement Improvements. The motion carried.

Item No. 7 Old Business

Chief of Police Jim Felt noted the jail census for September 9, 2014, was 101; 75 of those being Kandiyohi County inmates, 21 inmates from the MN Department of Corrections, 2 inmates from Swift County, 2 inmates from Big Stone County and 1 from Stevens County. The calls for service for the previous two weeks totaled 851. The majority of the calls are for traffic stops, followed by public assists and animal complaints. The Police Commission met this past week and authorized the internal promotion process for the Captain position. The deadline for resumes is scheduled for the 17th, a written test on the 22nd and appointment of the position in November.

Item No. 8 New Business (Information Only)

Council Member Christianson brought concerns of drainage issues from private developer Dan Koosman to the Committee. Public Works Director Christensen explained the history as he knew it and further discussion with the Committee involved possible solution scenarios and the possibility of conversations with the Storm Water Task Force.

There being no further business to come before the Committee, the meeting was adjourned at 5:37 p.m. by Chair Christianson.

Respectfully submitted,



Sean E. Christensen, P.E.
Public Works Director