

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, August 11, 2015, in Conference Room No. 1 at the City Office Building.

Present: Ron Christianson Chair
 Audrey Nelsen Vice Chair
 Steve Ahmann Member
 Andrew Plowman Member

Others present: Public Works Director Sean Christensen; Chief of Police Jim Felt; Fire Chief Frank Hanson; David Little, "West Central Tribune".

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 was no public comment.

Item No. 3 Police and Fire Updates (Information)

Police Chief Jim Felt noted the jail census for August 11, 2015 was 170; 101 inmates from the Department of Corrections, 68 inmates from Kandiyohi County and 1 inmate from Swift County. The calls for service for the previous two weeks totaled 841. The majority of the calls were for traffic stops, followed by public assists and suspicious activity. The total calls for service so far this year is approximately 15 days ahead of 2014 at this date. The committee discussed the continued recent criminal activity of thefts from unlocked cars with officers continuing to be more present in the areas affected as well as utilizing crimemapping.com tied in with the department's record keeping. The two new officers hired will be starting their four months of training. Alex Anderson, a Willmar native, will be starting on the 17th and Lukas Eitrem, from Savage, will be starting on the 25th.

Fire Chief Frank Hanson noted the total calls for service for the previous two weeks totaled 14, and included several fire calls, vehicle accidents, a car fire and natural gas leak. The total calls for service so far this year is 218, 26 calls above last year. The Committee suggested Chief Hanson join Chief Felt for the Open Mic radio program to spread additional awareness on fire safety.

The Committee discussed the concern of a stop sign request made by residents at the intersection of 9th Street and Becker Avenue SW. Public Works Director Christensen explained multiple variables must be in place to warrant a stop sign to be placed at the intersection and he does not believe this intersection would qualify at this time. A few of the warrants include traffic counts, types of traffic, design and also the number and type of accidents. This is regulated by the Manual on Uniform Traffic Control Devices (MUTCD). The Committee requested to review the policy on placing a sign at the intersection and give a formal answer to the concerned citizens regarding this issue.

Item No. 4 Emergency Management Training for Elected Officials (Information)

Staff brought forth, for information, the plan for elected officials of the City of Willmar to receive emergency management training through the National Incident Management Systems (NIMS) FEMA online classes and also to receive Emergency Operations Center training. Proper City identification cards will be issued with proper color codes for the elected officials on September 3rd at the Fire Station.

Item No. 5 Maintenance Work at Dorothy Olson Aquatic Center (Resolution)

Staff presented, for approval, to enter into an agreement with Horizon Commercial Pool Supply to refurbish three play features and to perform maintenance on the two slides at the Dorothy Olson Aquatic Center in the total amount of \$44,850. The 2015 CIP has \$75,500 budgeted for the improvements. The Committee discussed the maintenance work on the slide as a new coating on the fiberglass and useful life of the equipment. Staff noted there are a few additional maintenance items budgeted in the coming years but none of the items are a safety concern at this time.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to enter into an agreement and authorize signatures of the Mayor and Interim City Administrator with Horizon Commercial Pool Supply to refurbish three play features and perform maintenance on the two slides at the Dorothy Olson Aquatic Center in the amount of \$44,850. The motion carried.

Item No. 6 Project No. 1405 Change Order No. 2 (Resolution)

Staff brought forth, for approval, Change Order No. 2 for the Industrial Park 4th Addition Project No. 1405. The project was awarded to R&R Excavating for the construction of new streets, utilities and industrial lots in the Industrial Park. Due to instability of the existing soils in the storm sewer trenches, additional granular and rock bedding was required to be placed beneath the storm sewer pipe. Change Order No. 2 was submitted in the amount of \$6,015.70 for the additional work and is within the project budget funded by Local Option Sales Tax.

A motion was made by Council Member Ahmann, seconded by Council Member Nelsen to approve Change Order No. 2 for Project No. 1405 in the amount of \$6,015.70. The motion carried.

Item No. 7 Public Works and Airport Updates (Information)

Staff brought forth, for information, an update on the Public Works Department and Airport. The Public Works Department has been replacing and trimming boulevard trees, pothole patching continues throughout the City and also drainage of the Orange Field. The Engineering Department is starting to develop potential improvement projects for 2016. The Committee discussed the ice and snow issues on the curve of 1st Street N by Hedin Park and if additional safety precautions are needed above the cautionary signs currently in place and frequent attention from plows to keep the road clear. Crews are crack sealing along Willmar Avenue, and concrete work is near completion on Trott Ave. Carolina Avenue is drying out after the heavy rains, with the water line finished and storm sewer currently being constructed. The Civic Center Drive storm pond is also under construction and the path overlays at Robbin's Island, north 7th Street and Hedin Park are expected to begin soon. All of the overlay projects have a deadline of August 28th, therefore increased construction activity is expected.

The Airport had a busy month of July with multiple weeks of more than 70 operations and high fuel sales. The conference room was utilized several times, noting the non-profit air ambulance from Papua New Guinea being one of the occupants. The PAPI lights were flight checked and functioning on July 8th and the F-14 fighter jet was washed on the 13th. The Committee discussed starting conversations with the Airport Commission regarding promoting the airport through a possible fly in and pancake feed to increase activity. Staff noted funds are being proposed for the 2016 budget for promotional activities to celebrate the 10 year anniversary of the new airport facility.

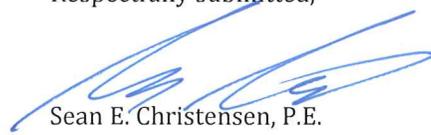
Item No. 8 Miscellaneous Information (Information)

The Committee discussed National Night Out, which took place on August 4th in the Garfield and Eagle's Landing neighborhoods, inquiring if attendance was up from previous years and if any funds should

be budgeted to help promote the event in the future. The Committee noted any purchase over the amount of \$10,000 needs Council approval.

There being no further business to come before the Committee, the meeting was adjourned at 5:45 p.m. by Chair Christianson.

Respectfully submitted,



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