

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, May 10, 2016, 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: Council Member Tim Johnson; City Administrator Larry Kruse; Public Works Director Sean Christensen; Fire Chief Frank Hanson; Laura Malwitz, CR-BPS; Chad Kraemer, CR-BPS; Shelby Lindrud "West Central Tribune"; Darlene Schroeder (Public Comment).

Item No. 1 Call to Order

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

Item No. 2 Public Comment

The Memorial Day activities at the Community Center were discussed by Darlene Schroeder.

Item No. 3 Police and Fire Updates (Information)

Fire Chief Frank Hanson noted the jail census for May 10, 2016 was 113; 41 inmates from the Department of Corrections, 67 inmates from Kandiyohi County and 5 inmates from other counties. The calls for service the previous two weeks totaled 741 and are 11 days ahead of this date last year. The majority of the calls for the previous two weeks were for traffic stops, followed by public assists and traffic complaints.

Chief Hanson noted total Fire Department calls for service the previous two weeks totaled 8. The calls included 2 building fires, 2 gasoline spills, 1 alarm activation, 1 crash, 1 grass fire and 1 battery change in someone's smoke detector. The Committee discussed the building fire at Scandia Apartments and training offered for elected officials on their roles in the event of a natural disaster.

Item No. 4 Facilities Master Plan Update (Information)

Staff brought forth, for information, an update on the Comprehensive Facilities Master Plan from CR-BPS. The plan includes a needs analysis of City buildings, facilities, land and physical plant operations in order to prioritize needs for modernization, replacement and growth. Laura Malwitz and Chad Kraemer, with CR-BPS, presented a draft report using the Community Center data. Rating systems on the facility condition and requirement index classify the overall condition of each facility in order to prioritize a project list of building updates and system upgrades. The Committee discussed also using an energy assessment of each facility, the potential of using LOST funds in the building needs and scheduling a work session to further evaluate the findings of the Facilities Master Plan.

Item No. 5 Pheasant Run Ball Field Parking (Information)

The Committee discussed the safety issue of parking at the Pheasant Run ball field. Parking is currently allowed on both sides of the street as long as driveways are not blocked. Additional patrol may be added for safety of the area when games are taking place.

Item No. 6 Public Works Garage Roof Replacement Consideration of Bids (Resolution)

Staff brought forth, for approval, the consideration of bids for the Public Works Garage roof replacement. Four bids were received and staff recommends West Central Roofing Contractors, Inc. be

awarded the contract in the amount of \$86,642.86. The 2015 CIP includes \$120,000 for the replacement of the roof.

A motion was made by Council Member Plowman, seconded by Council Member Ahmann to award the contract to West Central Roofing Contractors, Inc. in the amount of \$86,642.86 for the Public Works Garage roof replacement and authorize signatures. The motion carried.

Item No. 7 Award Contract 2016 Crack Sealing Project No. 1606 (Resolution)

Staff brought forth, for approval, the consideration of quotes for the 2016 Crack Sealing Project No. 1606. Three quotes were received and staff recommends Midwest Asphalt Maintenance, LLC be awarded the contract in the amount of \$34,750. The Public Works operating budget includes \$70,000 allotted for crack sealing and seal coating and the total of the two projects is \$56,444.90. The Committee discussed a potential future joint presentation with Finance to evaluate future street projects and funding sources.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to award the Crack Sealing Project No. 1606 to Midwest Asphalt Maintenance, LLC in the amount of \$34,750 and authorizes signatures on the contract. The motion carried.

Item No. 8 Project No. 1603-A: Consideration of Cooperative Construction Agreement (Resolution)

Staff brought forth, for approval, to approve the cooperative construction agreement with Kandiyohi County in the amount of \$100,000 for the overlay Project No. 1603-A. The funds contributed by the county will partially fulfill their turn back obligation.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve the cooperative construction agreement with Kandiyohi County in the amount of \$100,000 for Project No. 1603-A. The motion carried.

Item No. 9 Non-Agenda Items (Resolution)

Staff brought forth, for approval, a letter of support for Kandiyohi County to apply for a grant for Lake Wakanda shallow lakes restoration and enhancement project with Lessard-Sams Outdoor Heritage Council.

A motion was made by Council Member Nelsen, seconded by Council Member Plowman to approve a resolution authorizing the mayor's signature on the letter of support for Kandiyohi County's grant application for Lake Wakanda. The motion carried.

The Committee discussed complaints of traffic speeding in the Minnegasco Park area of 16th Street and Minnesota Ave SW. The Committee discussed if any grants are available for tuck pointing at the Auditorium. City Administrator Kruse noted on May 24th at 1 and 7 pm there will be a Projects of Regional Significance listening sessions at the Community Center.

There being no further business to come before the Committee, the meeting was adjourned at 6:30 p.m. by Chair Christianson.

Respectfully submitted,



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