

PUBLIC WORKS/SAFETY COMMITTEE

MINUTES

The Public Works/Safety Committee of the Willmar City Council met on Tuesday, March 11, 2014, in Conference Room No. 1 at the City Office Building.

Present:	Ron Christianson	Chair
	Audrey Nelsen	Vice Chair
	Denis Anderson	Member
	Steve Ahmann	Member

Others present: Director of Planning and Development Services Bruce Peterson; 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

No public comments.

Item No. 3 Country Club Drive Lift Station Design and Construction Related Services (Resolution)

Staff presented a recommendation to award a consultant contract to Bolton & Menk for design and construction related services on the upcoming Country Club Drive Lift Station replacement. Staff had reviewed and scored two proposals, the other firm being TKDA out of Minneapolis. Bolton & Menk achieved the highest total score, as well as the highest score for both technical capacity and price. It is anticipated that the design and planning work will be done in 2014, with construction to follow in 2015.

Following discussion, a motion was made and seconded that a contract be awarded for the Country Club Drive Lift Station design and construction related services to Bolton & Menk in the amount of \$76,377.50, and that the Mayor and Administrator be authorized to execute the necessary document(s). The motion carried.

Item No. 4 MinnWest Lift Station/Lakeland Sewer Drive Project Contract Amendments (Resolution)

Staff presented amendments to the engineering contract with Bollig Inc. relative to the MinnWest Lift Station/Lakeland Drive Sewer Project. The Committee first discussed Amendment Number Three to the original contract, involving work performed by Bollig in reviewing the sewer televising and doing design work for the portion of the project bid as cured in place pipe. Staff informed the Committee that this work had already been done to keep the project on schedule.

A motion was made by Council Member Nelsen, seconded by Council Member Ahmann to approve Amendment Number Three to the Bollig Inc. contract in the amount of \$28,716.00, and to authorize the Mayor and Administrator to execute the contract amendment. The motion carried.

Staff then presented Amendment Number Four to the Bollig contract, which consists of increasing consulting engineering fees for construction related services. This work was quoted in the amount of \$185,800 and would include all services related to construction inspections, oversight, record keeping, and documentation for the MinnWest Lift Station/Lakeland Drive Sewer Project. A number of concerns were

expressed by Council Members relative to Bollig Inc.'s work on the 2013 street projects. Questions were also raised regarding the proposed cost of the services.

A motion was made by Council Member Nelsen, seconded by Council Member Anderson, to table the matter pending review by the incoming Public Works Director. The motion carried.

Item No. 5 2014 Improvement Hearing Rescheduling (Information)

Staff informed the Committee that inadequate time had been given to the process for mailing and publishing notices for the 2014 Improvement Project public hearing. At the previous Council meeting, a hearing date had been recommended as March 17, 2014. This date did not allow sufficient notification time required by statute. Staff was recommending that the improvement hearing be rescheduled to April 7, 2014.

A motion was made by Council Member Ahmann, seconded by Council Member Anderson, that the improvement hearing for the 2014 Improvement Project be rescheduled from March 17, 2014 to April 7, 2014. The motion carried.

Item No. 6 Old Business

Council Member Ahmann noted that he had driven several of the streets included in the 2013 improvement project and had concerns about elevations and drainage. It was suggested that the incoming Public Works Director review those projects and offer his comments.

The Committee also discussed the proposed facilities planning process to be undertaken by the City and to be funded by the 2014 CIP. Council Member Ahmann noted that there were significant maintenance issues that existed on a number of the municipal buildings. He suggested that volunteer architectural, contractor, and inspection services could be used to keep costs down.

Item No. 7 New Business

Police Chief Dave Wyffels noted that the jail census for March 11, 2014 was 73, and that the calls for service for the previous two weeks totaled 563.

There being no further business to come before the Committee, the meeting was adjourned at 5:25.m. by Chair Christianson.

Respectfully submitted,



Bruce D. Peterson, AICP
Acting Public Works Director