

**PUBLIC WORKS/SAFETY COMMITTEE REPORT 12-03  
CITY OF WILLMAR  
TUESDAY, MARCH 13, 2012**

A meeting of the Public Works/Safety Committee was called to order at 4:45 p.m. on Tuesday, March 13, 2012, by Chairman Doug Reese at the City Office Building. Members present were: Council Members Ron Christianson, Denis Anderson (substituting for Bruce DeBlieck) and Steve Ahmann (substituting for Rick Fagerlie). Also present were: Charlene Stevens, City Administrator; Holly Wilson, Public Works Director; Dave Wyffels, Police Chief; Marv Calvin, Fire Chief; Wayne Emberland and various other members of the American Legion Post 167, Willmar VFW Post 1639, West Central Chapter 34 of Disabled American Veterans, David Little, "West Central Tribune," and Janell Sommers, Recording Secretary.

**1. FLAGS OF HONOR LIGHTING IMPROVEMENTS:**

The committee was originally approached by Wayne Emberland in October of 2011 requesting permission to install lighting improvements to the Flags of Honor Memorial Park. At that time the committee raised questions of light pollution and wanted further information. Mr. Emberland was present to give an explanation of the project and answer any questions. The proposed improvements include removal of ten light poles and installation of 250-watt metal-halide lights to 18" concrete pedestals. The lights would shine up at a 30 degree angle and create less light pollution than the existing 1000 watt lights and use 75% less energy. The proposal includes all new underground wiring in conduit and replacing the wooden main control box with metal. One light near the monument would shine upward as it does now. The local group is requesting permission to perform the improvements on the City's property.

Following discussion, a motion was made by Council Member Christianson, seconded by Council Member Anderson, and passed for the following

**RECOMMENDATIONS:**

Grant permission to construct lighting improvements as presented at the City's Flags of Honor Memorial Park. (Motion)

**2. ACCEPT PROJECT NO. 1102 AND AUTHORIZE FINAL PAYMENT:**

Project No. 1102 was the construction of 7<sup>th</sup> Street SW from 19<sup>th</sup> Avenue SW to Willmar Avenue. The project was completed last year in coordination with Kandiyohi County by fiscal agreement. The project has been finalized out between the County and Duininck Inc. The County is requesting the City's share in the amount of \$41,306.51. The project is being funded by state aid monies.

A motion was made by Council Member Ahmann, seconded by Council Member Christianson, and passed for the following

**RECOMMENDATIONS:**

Accept Project No. 1102 as constructed and authorize final payment to Kandiyohi County in the amount of \$41,306.51. (Resolution)

**3. APPROVE PLANS AND SPECIFICATIONS FOR PROJECT NOS. 1201 A & B:**

Public Works Director Wilson requested approval of the plans and specifications for Project No. 1201. The 2012 street improvements will be split into two projects; 1201-A will be the state aid streets consisting of mill and overlay with a completion date in August and 1201-B is the reconstructed streets, sidewalk and path with a completion date in November. It was noted the project does not include Willmar Avenue which was removed from the list at the Improvement Hearing. In order to proceed with the improvements the plans and specifications need to be approved and a bid opening date set.

A motion was made by Council Member Anderson, seconded by Council Member Ahmann, and passed for the following

**RECOMMENDATIONS:**

Approve plans and specifications for Project No. 1201-A and B and authorize advertisement for bids to be opened April 24, 2012. (Resolution)

**4. CONSIDERATION OF PLEASANT VIEW DRIVE SE STREET LIGHTING ASSESSMENTS:**

The installation of street lighting on Pleasant View Drive SE was completed in 2011 and known as Project No. 1105. The only owners of the affected lots are West Central Minnesota YFC (Youth for Christ) and the City of Willmar. West Central Minnesota YFC signed the Waiver of Notice of Hearing and Consent to Special Assessment which allows for adoption of the assessment roll without a hearing. Staff recommended adopting the roll for a total amount of \$4,737.26. A motion was made by Council Member Christianson, seconded by Council Member Ahmann, and passed for the following

**RECOMMENDATION:**

To adopt the assessment roll for Project No. 1105 in the amount of \$4,737.26.  
(Resolution)

There being no further business to come before the committee, the meeting adjourned at 5:12 p.m.

Respectfully submitted:

Holly Wilson, PE  
Public Works Director

Janell Sommers  
Recording Secretary