

Minutes of the Public Works Committee – March 24th 2015

A meeting of the Public Works Committee of the City of Prairie du Chien was held on Tuesday March 24th 2015 at 6:15 PM in City Hall. Chairman Kyle Kozelka called the meeting to order.

GENERAL ITEMS TO BE ACTED UPON:

- 1. Call to order/Roll Call** – Kyle Kozelka (Chairman), Edward Hayes-Hall, Todd Myers ABSENT - Mike Jones, Mark Thein CITY STAFF ALSO PRESENT – City Administrator Aaron Kramer, Terry Meyer (WWTP), Larry Gates (Water), Police Chief Chad Abram
- 2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0
- 3. APPROVAL - Minutes of the March 17th 2015 meeting** – MOTION: Kozelka SECOND: Myers VOTE: 3-0

ACTION ITEMS

- 4. DISCUSSION AND ACTION – Encroachment Permit for Nichols Water Service to install a sign that overhangs the city sidewalk at 111 S. Beaumont Road** – ACTION: To approve the Encroachment Permit for Nichols Water Service to install a sign that overhangs the city sidewalk at 111 S. Beaumont Road MOTION: Myers SECOND: Kozelka VOTE: 3-0

Without objection, the agenda was moved:

- 7. DISCUSSION AND ACTION – Cass and Illinois Street intersection options** – Christine Panka (School Board President), Laura Stuckey (Principal, B.A. Kennedy) and Drew Johnson (Superintendent) were present to discuss the options with the Committee. Chief Abram discussed several options that he and City staff had reviewed. Discussion was held on the traffic patterns on South Illinois, Cass, Michigan and Webster. No formal action was taken, but the Committee asked the Police Department to install the speed boards in those areas to collect traffic counts.

- 8. DISCUSSION AND ACTION - Parking on South Michigan Street, in front of B.A. Kennedy School** – The option of prohibiting parking on the east side of Michigan between Cass and Webster was discussed. Topics included student safety, the impact on neighboring properties and how would the information be provided to neighbors and motorists dropping off students. The consensus was that no changes would be made until the 2015-2016 school year to allow for a Public Information meeting, surveying teachers on their observations and doing more analysis on the possible no parking option and any others. The general consensus was to have the City and School District discuss their findings in May and have a plan to present to the public in June. No formal action was taken.

- 5. DISCUSSION AND ACTION - Awarding of bid for Water Leak Survey** – ACTION: To recommend the Council award the bid to Municipal Management Corp. (Madrid, IA) for \$2,700 MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

- 6. DISCUSSION AND ACTION – Awarding of bid for Inspection of Reservoirs** – ACTION: To recommend the Council award the bid to LiquiVision Technology (Klamath Falls, OR) for \$5,000 MOTION: Myers SECOND: Kozelka VOTE: 3-0

- 9. DISCUSSION AND ACTION - Amending 2014-2016 Capital Budget (North Ohio Street)** – Kramer presented several projects that staff would like added to the 2014-2016 Capital Budget, due to lower-than-expected bids on North Main and North Ohio Streets and other lower-than-expected costs on completed projects. ACTION: To recommend the Council amend the 2014-2016 Capital Budget and add the following items: Public Works – New Dumptruck (\$120,000), Public Works – Continue LED conversion of street lights in parking lots, on St. Feriolo Island, Blackhawk Avenue and the bypass (\$39,419), Park and Rec - Hoffman Hall parking lot (\$5,000), Park and Rec – New roof for Aquatic Park building (\$42,000), Public Works – Mill

and Overlay 9th Street between Wells and Parrish Streets (\$100,000), Island Electrical Upgrade (\$3,000), Repairs to the Street Department buildings (\$10,626) and Fire Department – Five (5) Air Packs (\$30,000)
MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0

10. DISCUSSION AND ACTION - Awarding RFP for real estate work on Marquette Road 2017 – Staff reviewed their recommendations of the nine firms that applied. ACTION: To recommend the Council recommend that the DOT approve SRF (1st choice) or CORRE (2nd choice) MOTION: Hayes-Hall SECOND: Kozelka VOTE: 3-0

11. DISCUSSION AND ACTION - Agreement for Purchase of Lift Station, Bill of Sale and Promissory Note – City and Town of Prairie du Chien – Lift Station – Under the proposal, the City will purchase the Meadowlane Lift Station for \$160,000, payable over five (5) years, paid by the Wastewater Treatment Plan budget. Two minor changes to the proposed agreement were discussed. ACTION: To recommend the Council approve the Agreement for Purchase of Lift Station, Bill of Sale and Promissory Note with the recommended changes MOTION: Myers SECOND: Kozelka VOTE: 3-0

12. DISCUSSION AND ACTION - Wastewater facility to proceed with the “Waste to Energy” program and Request For Proposal format options – Meyer discussed the next step in the process to determine if an anaerobic digester is possible is a Feasibility Study. The Study would examine the cost of the project, its potential as a regional facility to take in sludge from area communities, food waste and water from large farm operations in the area. ACTION: To recommend the Council approve moving forward with a Feasibility Study RFP for a “Waste to Energy” Program for the Wastewater Treatment Facility MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

13. DISCUSSION AND ACTION – Lease Purchase of Sewer Washer and Waiver of Bids – Meyer reviewed a proposal from Elliott Equipment (Grimes, IA) to sell the City a new sewer washer for \$410,000, with a \$110,000 trade-in credit on the current 2003 sewer washer, and a 5-year lease to fund the new sewer washer with the first payment due in 2016. He recommended the bid process be waived due to timing, as a delay would reduce the trade-in offer and delay delivery from this spring to the fall or winter. He also said the City has a relationship with Elliott Equipment and purchased the current sewer washer from them. ACTION: To recommend the Council approve the lease purchase agreement with Elliott Equipment (Grimes, IA) and waiver the bids on a new sewer washer MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

14. ADJOURNMENT (7:36 PM) - MOTION: Kozelka SECOND: Hayes-Hall VOTE: 3-0

Submitted by City Administrator Aaron Kramer