

Public Works Commission Meeting Minutes
Thursday, January 5, 2023 at 6:00 P.M.
City Hall Council Chambers

1. CALL TO ORDER

Derek Lundell called the meeting to order at 6:02 P.M.

2. ROLL CALL

Roll call was taken: Cliff Adel – present; Laura Kronenberger, Council Member-present; Derek Lundell, Council Member-present

Also present: City Administrator Neil Jensen, PW Director Dan Howard, Utility Clerk Ellen Hartman, Frank & Jill Villarreal

Kronenberger is the new member of the PWC; 2023 commission chair nominations were accepted.

Action – ***Lundell made a motion to elect Kronenberger as chair, seconded by Adel, passing unanimously.***

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Action – ***Motion made by Lundell to approve the minutes, seconded by Adel, passing unanimously.***

4. PUBLIC INPUT

None

5. NEW BUSINESS

A. 208 Ridgecrest Dr Leak - Villarreal

High water usage was reported at 208 Ridgecrest Dr. Public Works staff investigated. Homeowners stated that a new water softener was recently installed. Staff found meter to be working properly; ran a data logger and found high usage on-and-off during the month of October. Homeowners requested a sewer credit by letter and were told to attend the PWC meeting. Homeowners stated that new grass seed was planted in October and they watered the new seed liberally during the month of October. Staff advised the commission that the watering sewer credit is not in affect in October and no credit should be given. Homeowners requested time to pay the high bill.

Action – ***Motion made by Lundell to deny the sewer credit request for 208 Ridgecrest Dr, seconded by Adel, passing unanimously.***

Action – ***Motion made by Lundell to waive penalties for 208 Ridgecrest Dr for 6 months to allow homeowners to pay large watering bill over time, seconded by Adel, passing unanimously.***

B. Winter Parking Permit

Howard reported that downtown residents have winter permit parking November through April from 12:00 to 6:00 A.M. on the 300 block of W Mill Street, alternating sides near the library and Nick’s Diner. The snow is difficult to remove, and melting creates ice. Staff recommends moving downtown permit parking to the EDA-owned lot that was formerly the Lee Chevrolet body shop. Parking would alternate from the east side to the south side of the lot, to allow for plowing. Snow removal would be easier there and will no longer affect a City street. The 10 permit holders would be notified.

Action- ***Lundell made a motion to move downtown winter permit parking from the 300 block of W Mill St to the EDA-owned parking lot PID 52.100.4160, seconded by Kronenberger, passing unanimously.***

7. REPORTS

A. Staff – Howard: Snow removal finishing up from the big storm.

Jensen: 2023 Street Project – Richard Malloy is willing to sell his lot; Jim Johnson seems reluctant to sell his property the City requires for the project.

Jensen: Riverside Terrace Sewer Meter - The meter seems to be functioning, but it is showing more sewer usage than water usage, which is the opposite of what Mr. Johnson intended. Hopefully this does not derail the City purchasing land for the street project from Mr. Johnson.

B. Commissioners – Kronenberger questioned the Tree Board in the Charter; Jensen said the PWC is the Tree Board. Kronenberger asked about the status of the compost site; Jensen said that it is completely cleaned up and that PW staff will work to keep it that way, Howard reported that staff will monitor with cameras as necessary. Lundell questioned if a resolution was necessary to make sure commercial haulers to not use the compost site and if fines can be levied; Jensen will research the original motion prohibiting commercial haulers and will ask the PD about fines or citations they can levy for illegal dumping.

8. NEXT MEETING

Action – ***February 2, 2023 at 6:00 P.M. in Council Chambers***

9. ADJOURNMENT

Action – ***Motion to adjourn at 7:02 P.M. by Lundell, seconded by Adel, passing unanimously.***

Respectfully Submitted,
Ellen Hartman, Utility Clerk