

Public Works Commission Meeting Minutes
Thursday, February 2, 2023 at 6:00 P.M.
City Hall Council Chambers

1. CALL TO ORDER

Kronenberger 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

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. Purchase of Utility Vehicle

Howard reported on the retirement of the 2001 Toro Workman 3200. Staff would like to replace it with a similar vehicle, since it is used by all PW departments. Two quotes were obtained - John Deere Gator XUV835M HVAC for \$23,550.41 and Bobcat UV34 for \$20,765.96. Both quotes are government contract prices. After comparing the two quotes, Public Works decided to purchase the Bobcat UV34. John Deere revised their bid down to \$20,550.41, so staff is recommending purchasing the John Deere Gator XUV835M HVAC. Funds are available in the Capital Equipment Fund.

Action – *Motion made by Lundell to recommend the City Council allow Public Works to move forward with the purchase of the 2023 John Deere Gator XUV835M HVAC at a cost of \$20,550.41, seconded by Adel, passing unanimously.*

6. CONTINUING BUSINESS

A. Riverside Terrace Sewer Meter

Jensen gave background information on the Riverside Terrace (RT) sewer meter. RT requested sewer credits, which were denied, because City staff could not verify the leaks. RT elected to install a sewer meter, at their own expense, to prove there was more water usage than sewer usage, to justify receiving a sewer credit on their bill. Staff advised at the time that there could be water infiltration into sewer lines, which would show greater sewer usage than water usage. The sewer meter has been independently calibrated, and for the last three months has been showing greater sewer usage than water usage. Staff reads the sewer meter monthly, and are confident the sewer meter is functioning properly. Staff recommends continuing to bill normally - sewer charges based on water usage - since that is City policy and there is no desire to charge RT for their extra sewer usage.

7. REPORTS

A. Staff – None

B. Commissioners – Adel questioned if the approach on the north side of the Third Street bridge will be paved this year. Jensen reported that the reconstruction project in that area is at a standstill since the City is unable to purchase two lots needed for the project. James Johnson, who also owns Riverside Terrace, is refusing to sell his property to the City. Jensen will continue to contact Mr. Johnson to try to purchase the lots. Howard will consider paving the bridge approach separately, if the reconstruction project is cancelled this year.

8. NEXT MEETING

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

9. ADJOURNMENT

Action – *Motion to adjourn at 6:30 P.M. by Adel, seconded by Lundell, passing unanimously.*

Respectfully Submitted,
Ellen Hartman, Utility Clerk