

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

1. CALL TO ORDER

Kronenberger called the meeting to order at 6:00 P.M.

2. ROLL CALL

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

Also present: City Administrator Neil Jensen, PW Director Dan Howard, Utility Clerk Ellen Hartman, Christ and Diana Albrecht, Brian Stengenga

3. APPROVAL OF MINUTES FROM PREVIOUS MEETING

Action – ***Motion by Lundell, second by Kronenberger, to approve the minutes, passing unanimously.***

4. PUBLIC INPUT

None

5. NEW BUSINESS

A. Albrecht Water Leak

Chris Albrecht represented his father, Victor Albrecht. An outdoor hose had been left running for two months; they are requesting a sewer credit for February and March usage, 2023.

Action – ***Motion by Lundell, second by Kronenberger, to recommend the City Council grant a sewer credit for 6566 Spruce Dr account 1705-00 following City policy, passing unanimously.***

B. Boom Sprayer Sale

Howard reported that Public Works would like to offer the boom sprayer at auction; sprayer was previously installed on the Toro Workman 3200 that is also being sold at auction.

Action – ***Motion by Lundell, second by Kronenberger, to recommend the City Council allow Public Works to offer the boom sprayer at auction, passing unanimously.***

C. UTV Sprayers

Howard stated Public Works would like to equip the new John Deere UTV with a tank to water downtown flower baskets, and a tank for weed spraying. The flower watering tank would be a 100-gallon tank with a 12-volt electric pump, that would use existing hose and pipe, for \$485.98. The weed spraying tank would be a 100-gallon tank with a 12-volt electric pump, pistol gun, hose reel with hose and a 12' boom sprayer. PW would use existing piping for curb line spraying. The cost of this package would be \$1,924.99.

Action - ***Motion by Lundell, second by Kronenberger, to recommend the City Council move forward with the purchase of the UTV sprayer equipment for \$2,410.97, passing unanimously.***

D. Striping

Howard reported that Public Works would like to have City parking lots, curbs, crosswalks, and handicap areas are striped as needed. It has been more than 2 years since striping was done. Johnson Seal Coating

of Cannon Falls has submitted a proposal to complete the striping as in years past for \$10,000. Funds are available in the Street Improvement account.

Action - ***Motion by Kronenberger, second by Lundell, to recommend the City Council accept the proposal from Johnson Seal Coating for \$10,000 to complete striping, passing unanimously.***

7. REPORTS

A. Staff – Howard reported that water main flushing will begin April 17th; street sweeping is ongoing; waiting for blacktop plant to open to fill potholes. Today is Howard’s last day; well wishes were given.

B. Commissioners – Kronenberger questioned the PW Director interview committee; discussion followed.

Action – ***Motion by Lundell, second by Kronenberger, to form a PW Director interview committee consisting of one member of the PWC, one council member and the Mayor, passing unanimously.***

8. NEXT MEETING

Action – ***May 4, 2023 at 6:00 P.M. in Council Chambers***

9. ADJOURNMENT

Action – ***Motion to adjourn at 6:19 P.M. by Lundell, second by Kronenberger, passing unanimously.***

Respectfully Submitted,
Ellen Hartman, Utility Clerk