

Public Works Commission Meeting Minutes
Thursday, September 7, 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 – present; Laura Kronenberger, Council Member-present; Derek Lundell, Council Member-present

Also present: City Administrator Neil Jensen, Public Works Director Jed Petersen, Utility Clerk Ellen Hartman, Babe O’Gorman

3. APPROVAL OF MINUTES FROM THE PREVIOUS MEETINGS

Action – ***Motion by Lundell, second by Adel, to approve the minutes from August 7, 2023, passing unanimously.***

Action – ***Motion by Lundell, second by Adel, to approve the agenda with the addition of an item to New Business: City Hall A/C, passing unanimously.***

4. PUBLIC INPUT

O’Gorman – Questioned why the PWC would need to approve an automatic door opener, when \$5600 in engineering fees for Project Tulip were approved with no authority.

5. NEW BUSINESS

A. City Hall Front Door Automatic Opener Quote

Petersen reported that the button activated automatic ADA door for city hall is no longer in working. Staff had BDS service the door and it was determined that the push button and motor need to be replaced for the door to function properly. BDS provided a quote for replacement for \$3,149.00, plus \$500.00 electrician cost to install an outlet above the door. Commissioners questioned why this maintenance request was being brought before them.

Action – ***Motion by Lundell, second by Adel, to recommend the City Council move forward with the quote from BDS to replace the button activated automatic door opener at City Hall for \$3,149.00, plus \$500.00 electrician cost, passing unanimously.***

B. City Hall A/C

Petersen reported that the condenser and coil unit for City Hall’s air conditioning has a small leak and is slowly losing the R22 refrigerant. Harris quoted \$51,818.00 to replace just the condenser coil, and \$87,973.00 to replace the entire outside unit and upgrade it to use R410A. Rivercity Refrigeration quoted \$9,250.00 to reclaim the existing refrigerant, repair the leak, and put the refrigerant back or replace it with NU-22B (R-22 Replacement). Petersen will get additional quotes.

Action – ***Motion by Lundell, second by Adel, to recommend the City Council to move forward with a quote not to exceed \$9250.00 to repair the City Hall A/C leak, passing unanimously.***

6. REPORTS

A. Staff – Petersen: Work has started on the 3rd street lift station, boring under the river will begin soon.

B. Commissioners – Kronenberger: Questioned the progress on garbage haulers in the alleys. Petersen talked with the apartment building’s owner, who talked to Highland about the situation; Petersen has not heard anything since.

5. NEXT MEETING

Action – *October 5, 2023 at 6:00 P.M. in Council Chambers*

6. ADJOURNMENT

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

Respectfully Submitted,
Ellen Hartman, Utility Clerk

-Approved at the 10/05/23 PWC Meeting-