

Public Works Commission Meeting Minutes
Monday, August 7, 2023 at 4:00 P.M.
City Hall Council Chambers

1. CALL TO ORDER

Kronenberger called the meeting to order at 4:00 P.M.

2. ROLL CALL

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

Also present: Public Works Director Jed Petersen, Utility Clerk Ellen Hartman, Bruce Tilderquist

3. APPROVAL OF MINUTES FROM THE PREVIOUS MEETINGS

Action – *Motion by Lundell, second by Kronenberger, to approve the minutes from July 6, 2023, passing unanimously.*

4. PUBLIC INPUT

None

5. NEW BUSINESS

A. MO II Position

Petersen reported that the hiring committee held interviews for the Public Works Maintenance Operator II position. The committee selected Jason Helgren for the position. Helgren has a class A CDL with tanker endorsement and is experienced in plowing snow and operating heavy and light equipment.

Action – *Motion by Lundell, second by Kronenberger, to recommend the City Council hire Jason Helgren for the Maintenance Operator II position starting on Grade 8, Step 5 on the July 1, 2023 pay scale, moving to Grade 4, Step 6 on the new 2024 pay scale, after 6 months of acceptable review move to Grade 4, Step 7, with all other benefits of a Maintenance Operator II, passing unanimously.*

B. Digester Decant Valves

Petersen presented quotes for digester decant valves. The WWTP relies on a series of plug valves in a decant tree. These plug valves allow operators to decant the clear supernatant from the sludge in the digester. Two of the plug valves are no longer operational. Parts for these valves are no longer manufacture because of the age of the valves. New replacement plug valves are \$1289.77 per valve from DSG and \$1509.75 per valve from Core & Main with a difference of \$219.98. After comparing quotes public works would like to purchase two plug valves from DSG at a total cost of \$2,579.54.

Action – *Motion by Lundell, second by Kronenberger, to recommend the City Council purchase two plug valves from DSG for approximately \$2,579.54, passing unanimously.*

C. Garbage Trucks in Alleys

Petersen reported on citizen complaints about garbage trucks driving in alleys, which is prohibited. Bruce Tilderquist stated he lives near Minnesota and Almond; garbage trucks are picking up the garbage from the apartment building on Almond, and then driving down the alley. He is concerned about wear and tear on the alley. The ordinance has been shared with Highland Sanitation, but they continue to drive in the alley. Petersen or Jensen will contact Highland Sanitation again.

6. REPORTS

A. Staff – None

B. Commissioners – Lundell suggested combining the PWC and Park Board.

5. NEXT MEETING

Action – *September 7, 2023 at 6:00 P.M. in Council Chambers*

6. ADJOURNMENT

Action – *Motion to adjourn at 4:22P.M. by Lundell, second by Kronenberger, passing unanimously.*

Respectfully Submitted,
Ellen Hartman, Utility Clerk

-Approved at the September 7, 2023 meeting-