



MINUTES OF THE PUBLIC WORKS COMMITTEE

THURSDAY, MAY 09, 2024 AT 5:15 PM

COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING AT 450 S. MAIN STREET.

CALL TO ORDER – The meeting was called to order at 5:16PM. A quorum was present. Oliphant affirmed proper notice was given. Present: Melony Walters, Ron Fruit, and Kevin Melby (virtual). Absent: None. Others Present: Andy Zimmer and Zach Adams of MSA, Ashley Oliphant, Spencer Reed, and Jason Koch.

APPROVAL OF MINUTES – Not available.

APPROVAL OF BILLS – Motion to forward the bills to the Finance Committee for approval by Walters, seconded by Fruit. Motion carried.

MONTHLY BUDGET REPORT – Not available.

Discussion Only - Consideration of Green Burials in Bowen Cemetery: Mark Jelinek of Pratt Funeral and Cremation Service contacted Reed to inquire about the possibility of green burials in Bowen Cemetery. Reed will gather information on green burials and invite Mr. Jelinek to discuss it further at a future meeting

Discussion Only-Zero Turn Mowers: Following up on a previously reported safety concern with Dixie mowers, Reed met with staff from Simpson's Tractor. The staff demonstrated a solution to the issue and provided maintenance training. The mowers have functioned safely since the fix.

Discussion & Possible Action on No Mow May: Residents contacted Reed regarding participation in "No Mow May." The City currently maintains mowing standards year-round. Reed presented data suggesting benefits of "No Mow May" but also potential challenges related to public health, operations, and aesthetics. As an alternative, Walters proposed encouraging pollinator planting. Reed suggested Tess Barr-Hamblin and Doug Tyler (horticulture specialists) as resources for residents. The Committee opted not to pursue "No Mow May" but encouraged promoting pollinator resources through various channels like the radio, digital billboard, and website.

Discussion & Possible Action on Approving Bid for Purchase of One Set of Lighted Crosswalk Signs: Koch presented bids for lighted crosswalk signs: \$6,252.10 from Decker Supply (matching existing signs with on-demand flashing) and \$5,122.77 from Econosigns (similar sign with non-stop flashing). Installation location is pending Public Safety Committee decision. Both bids are within budget. Motion by Walters to recommend to the Finance Committee to approve the bid from Decker Supply, seconded by Fruit. Motion carried.

Discussion & Possible Action on Purchase of New Leaf Vacuum: The department's current leaf vacuum (1994 with a 1976 engine) requires frequent repairs with parts becoming scarce. \$75,000 was budgeted for a replacement in 2024. Koch received three bids: McQueen Supplies: \$76,777 (2026 Titan Leaf Pro with freight & training); Bonnell Industries: \$72,859 (2026 Titan Leaf Pro) and \$45,000 (2017 XtremeVac - lacks dust containment system). Both new models meet specifications as does the used model less a dust containment system. The XtremeVac is a demo unit (119 hours) with a required 10% non-refundable deposit. Motion by Walters to recommend to the Finance Committee the purchase of the 2017 XtremeVac pending Finance Chair Ryan Cairns' approval of a 10% non-refundable deposit prior to the next Finance Committee and Common Council meetings, seconded by Fruit. Motion carried.

Consider Potential Amendment to Pedestrian Plan for 8th Street Project: Following concerns raised at the previous meeting, Koch spoke with residents on Park Street. Residents echoed concerns about space limitations. Two residents with existing sidewalks expressed no preference. Resident Jennifer Logue addressed the Committee, highlighting space limitations in her yard and driveway due to potential sidewalk encroachment. She raised similar concerns for a neighbor. After discussing alternatives, the Committee determined not to add a sidewalk on Park Street. Motion by Fruit to recommend to the Common Council to amend the Pedestrian Plan for the 8th Street Project to remove the sidewalk addition on Park Street and consider the removal of the existing sidewalk, seconded by Walters. Motion carried.

Consider Airport Facility Use Request from the Amateur Radio Club: Reed presented a request from the Amateur Radio Club to use the airport facility for an event. The City lacked a policy for non-city events at the airport, raising concerns about authorized public use. To address this, the Committee requested the City Attorney draft a facility usage policy similar to the Parks and Recreation department's policy, ensuring legal protections and outlining access procedures. Due to the lack of policy and information, the Committee deferred action on the request.

PUBLIC WORKS DIRECTOR'S REPORT – Koch reported the department has been actively engaged in brush collection. He advised supply chain issues have made it difficult to obtain one ply toilet paper needed for crack sealing. Delays in crack sealing operations are anticipated. The department will be painting the curb on Seminary Street after receiving several complaints about parking issues and mail delivery. Koch also apprised the Committee of a complaint he received in regard to a handicap stall by Connie's Creations.

BUILDINGS AND GROUNDS DIRECTOR'S REPORT – Reed reported mowing being well underway. Over the next week the whole department will be focused on cemetery preparations for Memorial Day. Reed also advised he is assisting Parks & Recreation Director Mieden in preparing the Aquatic Center for opening.

REPORTS, REQUESTS, CONCERNS – Fruit expressed concern about the condition of Lincoln Street. Koch advised Lincoln Street was on the department's list for upcoming repairs. Melby inquired about whether the Street Crew was approved to implement seasonal hours. Oliphant advised the request was presented to the Personnel Committee who then requested a city-wide evaluation be conducted prior to approving changes. Walters advised she had received complaints in regard to the lots formerly attached to 600 Sunset Lane. Oliphant explained that a Notice of Violation was issued to the current owner with a deadline to correct of May 15th.

SET NEXT MEETING DATE – The next regular meeting scheduled for June 13th at 5:15PM.

ADJOURNMENT – Motion to adjourn at 6:39PM by Walters, seconded by Fruit. Motion Carried.

Minutes Recorded by Ashley Oliphant