

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF DECEMBER 1, 2014**

The regular meeting of the Public Utilities Committee of the City of Grafton was held in the Council Chambers, City Hall, Grafton, North Dakota immediately following the 5:30 p.m. Ways and Means Committee meeting, Monday, December 1, 2014.

Vice-Chairperson Wysocki presided. Chairperson West was out of town. Members present: Chris Lipsh, Shane Mohn, and Brian Sieben. Others present: Greg Young, Dave Fellman, Don Hutson, Mary Stark, Nick Ziegelmann, Ken Miskavige, Tony Dumas, Russ Geddes, Todd Morgan, and Jon Markusen.

FINANCIAL REPORTS

City Administrator Ziegelmann reported that Alco has filed bankruptcy and they are delinquent on their utility bill; the City Attorney is working on it. By the end of December Alco is expected to owe the City \$18,000. It was moved by Mr. Lipsh and seconded by Mr. Sieben to accept and order filed the Balance Sheets, Income and Expense Statements, and subsidiary reports for all Enterprise Funds for the month ending October, 2014. All members present voted in favor thereof; Vice-Chairperson Young declared the motion carried.

COMMITTEE REPORTS

Police Chief Tony Dumas reported the Police Department received a report of a person in possession of destructive devices/bombs last week. A search warrant was obtained and assistance was provided by the Grand Forks Regional SWAT Team and Task Force. Four devices were found and the person was apprehended without anyone getting hurt. Chief Dumas stated there are no fees involved to bring a Task Force here. Mr. Wysocki stated people in the neighborhood were not aware of what was going on and they were concerned. Chief Dumas said the situation was contained and no further evacuations were needed.

Police Chief Dumas reported the State bid came out today for police vehicles so he will work with the City Administrator and Gene Loftsgard from the Maintenance Department to present options for a new police vehicle to the City Council next week.

Power Department Superintendent Russ Geddes reported the Department completed installing the underground primary service for Remington Seed. Mr. Geddes reported repairs to the substation, reclosure, and security system are almost complete. Mr. Geddes reported Kieley Electric is about 60% done with repairs to the power plant pumps and electrical equipment following the waterline leak. He explained the City's insurance pays differently for motors that are reconditioned versus rewind. It sounds like a lot of them will need to be rewind in which case insurance will only pay about 25% of the cost, so the City's out of pocket expenses will be approximately \$10,000 as a result of the waterline break in the Power Plant basement.

Mr. Ziegelmann reviewed the design engineering contract with Kadrmas, Lee & Jackson, Inc. for the Alco/Lessard Lift Station replacement and relocation in the amount of \$46,770. There will be another design engineering agreement in the future to develop a sanitary sewer extension to the southeast. It was moved by Mr. Lipsh and seconded by Mr. Sieben to recommend the City Council approve the design engineering agreement with Kadrmas, Lee & Jackson, Inc. for the

Alco/Lessard Lift Station replacement and relocation project in the amount of \$46,770. All members present voted in favor thereof; Vice-Chairperson Wysocki declared the motion carried.

Mr. Ziegelmann requested direction as to what project the City should apply for through the Transportation Enhancement Grant Program for 2016 construction. Projects that were suggested included 1) lighting around the new bikepath around the football field and Lessard Addition; 2) overlay of Noben Avenue bike path from 5th Street to Highway 17; 3) new bikepath routes along 18th Avenue; or 4) ADA ramps at locations where there are none. Mr. Young said he believes maintenance should be completed before adding assets so the option of overlaying the Noben Ave. bikepath or adding ADA ramps at intersections that don't have them would be appropriate; members agreed. Mr. Ziegelmann will work with Jon Markusen of KLJ to develop a project for a Noben overlay and ADA ramp installation for consideration at a future meeting.

Mr. Ziegelmann requested direction as to what project the City should apply for through the Safety Grant Program; street signs and striping do not apply. A suggestion was to add stop lights at the intersection of Highway 17 and School Road. Jon Markusen of KLJ said that once the middle school relocates to the south school complex, the traffic may warrant a traffic signal; Mr. Markusen will look into this and report back. Mr. Wysocki suggested installing countdown pedestrian signal heads on the corner of McHugh Avenue and Highway 17.

Water Department Superintendent Ken Miskavige reported the Department's construction season is over. They charged Strata's new water service line installation, Remington's fire line and office/bathroom water service lines installation, and the School bus barn water service line installation. The hydrant temporarily installed on Lavergne Avenue and 17th Street to flush and service the new Lavergne Avenue watermain installation was removed as that project is complete.

Mr. Miskavige reported he has been working with Johnson Oil as there is a well leaking on the former Alchem property currently owned by Johnson Oil. The Water Department has received a number of phone calls with concerns about the water accumulating in the ditch and the City is concerned about the culvert freezing and causing problems in the spring and also with the water flowing to the reservoir between the dams, because that is the City's alternate source of water and would have to be treated if Grafton was unable to access the Red River. Mr. Miskavige said he spoke with one of the representatives today and they have 90% of it shut down, but a permanent solution is still necessary.

Mr. Miskavige reported problems with serving the mobile home parks were discussed at a recent Department Head meeting. He has talked several times today with the manager of the Grafton Mobile Home Park regarding metering the private lines and they are starting to understand the situation. He said he doesn't know how to get away from metering individual private lines although he talked with Grand Forks and they do not go onto private property at all.

City Administrator Ziegelmann presented the only bid received for the Water Plant generator which was from Butler Machinery in the amount of \$245,017 plus user taxes; the generator will be paid in part from a Hazard Mitigation Grant. He explained the Mayor and he will meet with representatives of the Department of Emergency Services (DES) on Friday regarding their recent notice that DES will withhold the grant as a result of a portion of the levee on Western Avenue and 2nd Street being located on property purchased with Federal grant funds. Mr. Ziegelmann recommended accepting the bid as the generator is needed for the Water Plant backup power source. If the City is awarded the grant, the local share is 15%. It was moved by Mr. Sieben and seconded by Mr. Lipsh to recommend the City Council accept the bid from Butler Machinery for an engine generator for the Water Plant at a cost of \$245,017 plus user taxes contingent upon

grant award. All members present voted in favor thereof; Vice-Chairperson Wysocki declared the motion carried.

Mr. Ziegelmann reviewed the contract with Red River Regional Council to administer the Hazard Mitigation grant for the Water Plant engine generator for \$7,950. The Hazard Mitigation Grant will pay 85% or \$6,757.50 and the City's share will be \$1,192.50. It was moved by Mr. Lipsh and seconded by Mr. Sieben to recommend the City Council approve entering into a contract with the Red River Regional Council in the amount of \$7,950 to administer the grant for the engine generator for the Water Plant contingent upon grant award. All members present voted in favor thereof; Vice-Chairperson Wysocki declared the motion carried.

NEW BUSINESS

It was moved by Mr. Sieben and seconded by Mr. Lipsh to recommend the City Council approve the application from the Grafton Area Chamber of Commerce/KC Pro West for a Permit for Public Property Closure for a mini-snow cat race for kids on Saturday, January 4th from 8:00 a.m. to 5:00 p.m. on City-owned property west of First United Bank. Approval is contingent upon sufficient insurance coverage for the City. All members present voted in favor thereof; Vice-Chairperson Wysocki declared the motion carried.

It was moved by Mr. Lipsh and seconded by Mr. Sieben to recommend the City Council approve the application from Grafton Area Chamber of Commerce/US Cross Country Snowmobile Racing to stage the snowmobile race at the City-owned Greenbelt Area and race out of the City limits on Saturday, January 17th from 9:00 a.m. to 3:00 p.m. Approval is contingent upon sufficient insurance coverage for the City. All members present voted in favor thereof; Vice-Chairperson Wysocki declared the motion carried.

There will also be a Pink Ribbon Riders snowmobile ride for breast cancer fundraiser at Fair Oaks Golf Course January 8, 9 and 10, 2015.

ADJOURNMENT

It was moved by Mr. Lipsh, seconded by Mr. Sieben and carried to adjourn the meeting.

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Len Wysocki, Vice Chairperson

Connie A. Johnson, Auditor