

**CITY OF GRAFTON  
PUBLIC UTILITIES COMMITTEE  
MEETING OF DECEMBER 7, 2015**

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 7, 2015.

Chairperson West presided. Members present: Chris Lipsh, Shane Mohn, and Len Wysocki. Member absent: Brian Sieben. Others present: Greg Young, Don Hutson, Dave Fellman, Mary Stark, Nick Ziegelmann, Tony Dumas, Dave Kurtz, Russ Geddes, Rock Desautel, Ryan Johnston, and Todd Kjelland.

**FINANCIAL REPORTS**

It was moved by Mr. Lipsh and seconded by Mr. Mohn to accept and order filed the Balance Sheets, Income and Expense Statements, and subsidiary reports for all Enterprise Funds for the month ending October, 2015. City Administrator Ziegelmann reported the Diverse Energy Systems bankruptcy may cost the City approximately \$14,000. Diverse Energy is now three months behind on their payments for rent/lease to buy the spec building. All members present voted in favor thereof; Chairperson West declared the motion carried.

**COMMITTEE REPORTS**

Police Chief Dumas provided information for the purchase of a new police vehicle. Hatton Ford provided a quote for a 2016 Ford Expedition in the amount of \$33,633.85. The only option through the State bid is a 2016 Chevrolet Tahoe PPV for \$37,056. Chief Dumas said the State Highway Patrol has quit buying Ford Expeditions as they are not pursuit-rated vehicles. He said three more dealerships will be providing quotes for vehicles. The Chevrolet Tahoes and the Ford Explorers are pursuit-rated vehicles. The trade value of a full size SUV is going to be much better than a car. The budget for a vehicle is \$31,931.50 and the accessories are usually paid from seizure funds. It was moved by Mr. Mohn to recommend the City Council approve the purchase of a 2016 Ford Expedition contingent upon possibly receiving better quotes from the three other dealers who have yet to provide quotes. Mr. Lipsh seconded the motion. All members present voted in favor thereof; Chairperson West declared the motion carried.

At the request of the City Administrator, it was moved by Mr. Lipsh and seconded by Mr. Mohn to authorize the sale for salvage of the 2010 police vehicle; any salvageable equipment will be removed and retained for future use. All members present voted in favor thereof; Mayor West declared the motion carried.

Chief Dumas reported he, the City Administrator, and the City Prosecutor have met and are working on updating some ordinances.

Power Department Superintendent Russ Geddes explained the power outages last week were due to Minnkota upgrading the capacity of the DePuy (south) substation. The City's entire load (9

megawatts) had to be transferred to the City's north substation, which holds only 7 megawatts. To help the transition, several customers transferred to their generators to help ease the load – Sunset Home, Hugo's, Marvin Windows, Century School, and Unity Hospital. The DePuy substation was restored to 25% a few hours later; as the generators began to come on-line, the increased load exposed a weak spot in the Hill Avenue feeder, which failed causing the blinks/outages. As the crew tried to reroute power to already strained circuits, another circuit overloaded and tripped. Circuits are now repaired and the upgrade to the DePuy Substation now permit 10 megawatts, compared to 7 before.

Mr. Geddes explained the Electric Department is starting a pilot program for software for two months. It will keep track of assets, work orders, and several other things. If the Power Department likes the pilot, the City has the option to use it.

Street Superintendent Rock Desautel was informed today by Kadrmas, Lee & Jackson, Inc. that the contractor for the Lessard Lift Station Relocation project will not start the work until spring. Mr. DeSautel said as part of that lift station project they would like to add installation of a permanent natural gas generator at an estimated cost of \$35,000-\$50,000. The City Administrator explained it will cost approximately \$3,000-\$4,000 to design the generator and then at least 2 bids will be obtained to purchase and install it. Due to bids coming in less than estimated and with contingencies, there is about \$135,000 available for this add on. It was moved by Mr. Lipsh and seconded by Mr. Wysocki to recommend the City Council approve the addition of a permanent natural gas generator for the Lessard Lift Station including installation and engineering at an estimated cost of \$38,000 to \$55,000. All members present voted in favor thereof; Chairperson West declared the motion carried.

Mr. Desautel reported the Street Department has been keeping busy with demo and cleanup of the north half of the Roney building to make the space more useable. They have also started prepping to paint the used freightliner trucks. The bearing went out on the sweeper the last time it was used this season.

The Auditor reported Francis Ricard and his son purchased a septic tank service truck and they would like to be able to dispose at the City Lagoon when necessary. The City would enter into a contract with Ricard Septic Service, LLP and the cost of disposal at the lagoon is \$10.00 per 1,000 gallons. Mr. Desautel stated he would like the contract to state disposal hours are Monday through Thursday from 7:00 a.m. – 4:00 p.m. It was moved by Mr. Mohn and seconded by Mr. Wysocki to recommend the City Council approve a contract with Ricard Septic Service, LLP. for septic tank truck disposal at the City Lagoon. All members present voted in favor thereof; Chairperson West declared the motion carried.

It was moved by Mr. Lipsh and seconded by Mr. Mohn to recommend the City Council approve a request from Mike and Jill DeSautel to vacate the alley at Storage Pros property east of railroad track between 4<sup>th</sup> and 5<sup>th</sup> Street. The alley has never been developed and there are no utilities included in the property. All members present voted in favor thereof; Chairperson West declared the motion carried.

Mr. Ziegelmann reported that in April, 2015 the City contacted Red River Regional Council to obtain funding to snag and clear 3 miles of the Park River. Brent Wilde of the Regional Council obtained bids for the work from NC3 for \$21,500, Warren Austfjord for \$22,865, and Terry Lafreniere for \$60,000. Mr. Wilde's recommendation is to accept the bid from Warren Austfjord because that company has experience clearing river channels. The matter will be referred to Council next week for formal action.

City Administrator Ziegelmann said that around April, 2015 he submitted a letter to Department of Emergency Services and to FEMA with a proposed time schedule to relocate the levee on Western along the Park. They did not like the proposed schedule to have the work completed by 2017, so they requested that it be adjusted to 2016 and resubmitted. Mr. Ziegelmann said he will submit the new timeline with a letter proposing the City bid the work the first quarter of 2016 with construction the second quarter of 2016; therefore the City will be in compliance. Once the project is complete, the City will be eligible to receive the Water Plant generator grant of \$400,000.

### **NEW BUSINESS**

The State of North Dakota Department of Transportation is accepting applications for Transportation Alternatives Program grants. The Grafton Public School has some internal sidewalks they would like to tie into the City's trail system, and the School and City would like to install radar signs reading vehicle speed near the Lavergne Avenue/15<sup>th</sup> Street crossing and another one west, near the School Road/15<sup>th</sup> Street intersection. The School, City, and Park District will work together to submit a TAP grant application and the School will be the sponsoring agency. Mr. Lipsh questioned if some type of directional signage could also be considered for inclusion.

Mr. Ziegelmann reported an application from the US X-Country snowmobile race, which is scheduled for January 30<sup>th</sup> will be submitted and brought before the City Council at next week's meeting.

### **CORRESPONDENCE AND ANNOUNCEMENTS**

The Economic Development Committee will tour the Remington Seed facility at 5:30 p.m. on Wednesday.

### **ADJOURNMENT**

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

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Chris West, Chairperson

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Connie A. Johnson, City Auditor