

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF FEBRUARY 2, 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, February 2, 2015.

Chairperson West presided. Members present: Chris Lipsh, Shane Mohn, Brian Sieben, and Len Wysocki. Others present: Greg Young, Don Hutson, Mary Stark, Nick Ziegelmann, Ken Miskavige, Tony Dumas, Rock Desautel, Gene Loftsgard, and Todd Kjelland.

FINANCIAL REPORTS

It was moved by Mr. Wysocki 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 December, 2014. All members present voted in favor thereof; Chairperson West declared the motion carried.

COMMITTEE REPORTS

Police Chief Dumas reported Ryan Hildebrandt started at the Police Academy in Bismarck today. Chief Dumas will provide a year-end Police Department Report for the City Council meeting. He also reported the new Expedition vehicle should arrive soon. Police Chief Dumas reported he has been contacted by John Aasand of The Grafton Co. d/b/a Extra End regarding a Winter Party event he will be holding at the Armory on February 21st; arrangements have been made to have police present.

Mr. Lipsh said he was informed that over the weekend there was a situation and there was a lack of personnel available to handle it; he questioned if that happens very often. Chief Dumas explained it is rare that the Department runs into a situation such as that. He said this situation resulted from three separate calls coming in at the same time which used two police officers and 2 deputy sheriffs.

Electric Superintendent Russ Geddes was not able to attend the meeting. Chairperson West reported the Power Plant is running at full capacity now and the Department is developing a summer construction plan. Chairperson West reported they were informed at last week's NMPA meeting that there are no additional wholesale electric rate increases scheduled at this time. NMPA also said the power plant emergency generation lease agreement will remain unchanged. City Administrator Ziegelmann reported that Russ Geddes, Ken Miskavige and himself will be going to Thief River Falls next week to look at their automated metering infrastructure to obtain some ideas and cost estimates.

The Committee reviewed the 2015 Equipment Rental Rate schedule prepared by the Equipment Mechanic. It was moved by Mr. Lipsh and seconded by Mr. Mohn to recommend the City

Council approve the 2015 Equipment Rental Rates as presented. All members present voted in favor thereof; Chairperson West declared the motion carried.

Equipment Mechanic Gene Loftsgard presented bids for a 2015 compact tractor. The bid for a Formall tractor from Hanson's Auto and Implement does not meet specs and is over budget. The John Deere tractor from True North meets all the specs and is \$600 under budget. The New Holland tractor from Park River Implement meets all specs except the June delivery, and also has a better warranty and is under budget by \$3,100. Mr. Loftsgard estimated the tractor will be used 450 to 500 hours per year on the mower. The City Auditor noted True North is the only bid to meet all specs. It was moved by Mr. Sieben to accept the bid from True North but Mr. Lipsh requested the Committee hear information about the mower before making a decision. Mr. Loftsgard provided bids for a 2015 zero-turn lawn mower, commercial grade; the plan is to replace this mower every 2 years so it is always under warranty. The Husqvarna mower from Mike's Repair does not meet specs and is \$1,700 over budget. The Land Pride mower from Park River Implement does not meet specs, but is under budget. The mower from True North meets all specs plus John Deere has a lawn mower loaner program if they have a mower on hand, but it is \$1,000 over budget. It was moved by Mr. Sieben and seconded by Mr. Wysocki to recommend the City Council accept the bids for the tractor and the mower from True North. Mr. Lipsh stated that he would prefer the motions to be separate but he waived that option. On roll call vote the following voted in favor thereof: Chairperson West, Mr. Sieben, and Mr. Wysocki. Those opposed: Mr. Lipsh and Mr. Mohn. Chairperson West declared the motion carried.

Street Superintendent Rock Desautel reported that last month some clothing was flushed down the sewer line at Lessard Addition; the clothing got wrapped in the pump and ruined the pump so it had to be replaced. The pump was only 3 months old. The replacement pump cost about \$3,000 and was installed by staff.

City Administrator Ziegelmann said as they have been working on the Alco lift station staff has been thinking about the entire sanitary sewer system and future planning. KLJ has provided an engineering contract for Forcemain Planning, which will be considered by the City Council next week.

Water Department Superintendent Ken Miskavige reported that since last month the Department has had one lead service line leak to repair. It has been leaking for awhile as some of the neighbors reported their sump pumps had been running steady. Last week Water Department staff met with AE2S to discuss final plans for the Water Plant Phase III Project; they plan to meet again in 2 weeks. The Water Department will drop the water level in the water softening basin next week for annual maintenance. The Department has dealt with a few frozen waterlines; Mr. Miskavige urged citizens to pay attention to their property. On behalf of him and his staff, Mr. Miskavige thanked the Mayor and Council for the Employee Appreciation Party.

Len Wysocki reported the City Cemetery Sub-Committee met and discussed the following issues: 1) road needs to be extended to the east, 2) repair and level markers; 3) caretaker position bid, 4) there is some erosion on the corner pillar and Len Wysocki volunteered to put a retaining wall around it. Mr. Wysocki asked if the Street Department could extend the road or if it would have to be done by a contractor.

NEW BUSINESS

It was moved by Mr. Wysocki and seconded by Mr. Sieben to recommend the City Council approve the application submitted by Grafton Co. d/b/a Extra End for a special permit to sell alcohol for a Winter Party at the Armory, February 21st from 6:00 p.m. to 2:00 a.m. All members present voted in favor thereof; Chairperson West declared the motion carried.

A special City Council meeting will be held February 24th at 6:00 p.m. for the first bond sale to finance the flood control project.

ADJOURNMENT

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

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Chris West, Chairperson

Connie A. Johnson, City Auditor