

**CITY OF GRAFTON  
PUBLIC UTILITIES COMMITTEE  
MEETING OF JUNE 1, 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, June 1, 2015.

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

**FINANCIAL REPORTS**

It was moved by Mr. Lipsh and seconded by Mr. Wysocki to accept and order filed the Balance Sheets, Income and Expense Statements, and subsidiary reports for all Enterprise Funds for the month ending April, 2015. All members present voted in favor thereof; Chairperson West declared the motion carried.

**COMMITTEE REPORTS**

Police Chief Dumas reported the vacant police officer position has been filled and the new officer will start June 15<sup>th</sup>.

Mr. Ziegelmann presented a revised school policing contract; there will be a flat fee per month rather than 50% of the costs the City incurs for the officer and it will be automatically paid by the school rather than the City having to bill it monthly. It was moved by Mr. Sieben and seconded by Mr. Wysocki that it be recommended the City Council approve the school policing contract with the revision presented for one year. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

Police Chief Dumas reported they were able to sell quite a few vehicles on the auction and the Dept. is working on getting abandoned vehicles moved again. Mr. Ziegelmann reported the Police Chief, City Auditor and Building Official have been working on junk, abandoned vehicles, and some other ordinance and zoning issues within the City as far as mowing, unkempt properties, etc. Chief Dumas explained property owners are given notice by mail of their violations, and they are given until a certain date to correct the violation or they will be cited to appear in court.

Chief Dumas said the “no parking” signs recently installed at Lavergne Avenue south of 15<sup>th</sup> Street is having the desired results of people parking in the sports complex rather than along Lavergne Avenue.

Chief Dumas reported the Police Department has been authorized to grant permits for alcohol at certain areas of Park District property in accordance with the ordinance. The Police Department

has been running into some issues with softball teams so the authority to issue alcohol beverage permits at the Park property will be returned to the Park District; an ordinance will be drafted for City Council consideration. Mr. Ziegelmann stated the grounds are owned by the Park District so it is appropriate that Parks and Recreation issue permits for people to consume alcohol.

Power Department Superintendent Russ Geddes clarified last month's bids for underground wire; the length of wire on each roll fluctuates, the total cost will not be the same as the bid proposal, but the lowest per foot bid was accepted. Also there was an error from Dakota Supply, the low bidder for the 1/0 wire; the bid was based on a minimum of three rolls and only one roll was requested. The new price from Dakota Supply is \$2.30 per foot rather than \$1.99 per foot, which increased the cost of the roll of wire by about \$500. Even with these added costs, Dakota Supply Group was the lowest bidder so the City Administrator authorized the purchase without returning to Committee.

Mr. Geddes reported the roof at the Roney Power Service Center has been leaking and efforts to repair it have not been successful and now it is leaking directly over the electrical panel. He said there is \$25,000 in the Electric Department capital outlay budget appropriated for Power Plant roof; they were able to repair that roof rather than replace it for the time being, and he requested to use that to fix the Power Service Center roof. Bids were presented from Pastorek Construction for a new metal roof \$29,970 and from Insulation Place to foam the roof with a ten year warranty \$29,970 or \$10,000 to foam 1/3 of the roof. Mr. Ziegelmann said at a minimum he would like the Committee to approve reroofing 1/3 of the roof this year since with the money appropriated for the Power Plant roof and the rest of the roof can be budgeted for next year. It was noted the available budget is only short \$5,000 to complete the entire roof and if the project, or part of it is delayed until next year, the bids could come in that much higher. There is no warranty included with the Pastorek bid and Committee members discussed which form of reroofing would be best choice long term for the building. More information will be obtained for consideration by the full Council next week.

Mr. Geddes was informed the street lights from the east side of Marvin Windows to Cenex are not working; he will check them out.

Gene Loftsgard reported there were a few vehicles that did not sell at the last City auction sale; he asked for direction on what to do with them. Mr. Ziegelmann suggested removing or reducing the minimum bid and selling them at the next auction, which is scheduled for this summer when the Police Department will have more abandoned vehicles to sell. After some discussion, it was moved by Mr. Lipsh and seconded by Mr. Sieben that it be recommended to the City Council to remove the minimum bid and authorize Mr. Loftsgard to determine if the highest bid is sufficient. It was discussed there was a generator owned by the Fire Department that did not sell as well. It will be held until the next auction. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

Mr. Loftsgard reported he had to fix a bearing in the sweeper again but it did have 1,056 hours on this bearing since the last time it was repaired. Mr. Loftsgard asked the Committee's direction to sell the digger derrick truck that was removed from the City Auction list. Mr. Ziegelmann said they did look into the website suggested by the County Highway Engineer but

that may not be the best option for this particular equipment and suggested posting it on Minnesota Association for Utilities and Craigslist to see what it would sell for; he said if the sale brings \$5,000 that would be good. It was moved by Mr. Sieben and seconded by Mr. Wysocki to approve the sale of the digger derrick truck. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

Street/Wastewater Department Superintendent Rock Desautel reviewed the single bid received from Astech Corporation \$164,720.75 for the 2015 chip seal project. The bid was \$34,000 less than Kadrmas, Lee & Jackson's engineer's estimate. It was moved by Mr. Lipsh and seconded by Mr. Sieben that the City Council approve the bid from Astech Corporation for \$164,720.75 for the 2015 chip seal project. All members were present and voted in favor thereof; Chairperson West declared the motion carried. The City Administrator asked that since this bid is under budget should the City consider doing some additional blocks while Astech Corporation is in town. Mr. Ziegelmann was directed to bring prices and possible streets to the July meeting.

Mr. Desautel reported the pump at the Lessard Addition lift station had to be replaced again; this pump lasted 25 days. Disposable wipes and socks were found in the pit and caused the failure. Electric Pump has ordered a different style pump which will cost \$6,000 with installation. A muffin monster, which grinds everything going through the line could be installed in the north manhole or with the new lift station; it would cost \$20,000. This will be considered further.

Mr. Desautel was asked if he has seen any spikes in sanitary sewer discharge following the recent rainfall; Mr. Desautel reported numbers are up some but he has not compared them to last year.

Water Department Superintendent Ken Miskavige reported with the recent significant rainfalls the Department is getting the spring run-off now so chemical use is up, which increases operating costs. The water is usually soft after run-off but this year it is extremely hard for this time of year.

Water Smith pulled the north pump at the pumping station for repairs. Contractors are removing the tile and asbestos at the Water Plant as of today in preparation for the renovation project. They are going to start relocating equipment. Global Electric came today and they are moving some of the lights in the garage and other electrical so they can prepare for the new equipment. Swanberg has been out to the plant to figure out how to remove the roof from the garage yet keep it as dry as possible.

## **ADJOURNMENT**

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

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Chris West, Chairperson

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Connie A. Johnson, City Auditor