

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF MARCH 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, March 2, 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, Ed Sevigny, Todd Morgan, Ryan Johnston 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 January, 2015. All members present voted in favor thereof; Chairperson West declared the motion carried.

COMMITTEE REPORTS

Police Chief Dumas reported the new Expedition has arrived; stripes have been added and interior equipment will be added before it is used.

Police Chief Dumas reported at a recent Law Enforcement Center Management Board meeting there was considerable discussion regarding how funds are spent as some repairs were made that were not budgeted and repairs that were budgeted were not completed; also there is question as to how the 911 proceeds are used. Another meeting will be held in March. City representatives are looking into how more efficiently to run the LEC as there are instances where the City of Grafton is the only other entity being billed besides the County for construction and repair of the LEC. A significant amount of the Police Department budget is for dispatch services and LEC expenses. Chairperson West explained the goal in meeting now, this early before the budget, is to review the entire contract, make sure the 911 proceeds are included in the budget for the City as well as the County, and to have questions answered. The City has the ability to amend the current LEC agreement or withdraw from the contract before June.

Police Chief Dumas reported he is reviewing applications for the vacant police officer position. He said School Resource Officer Katie Burke has not been able to be at the school 40 hours per week recently due to the shortage of police officers, so the bill to the school will reflect that.

Power Department Superintendent Russ Geddes reported if people notice there are green traffic signal lamps to be replaced, they are on recall back order and will be replaced as soon as he receives the parts. Mr. Geddes reported they energized high voltage at Remington Seed this past month and they are still adding load as the project progresses. Mr. Geddes explained that along

School Road and 5th Street the street lights have been replaced with LED street lighting; he would like to continue to use these throughout Grafton as long as feedback is acceptable.

Street/Wastewater Department Superintendent Rock Desautel reviewed bids and specs for a full-size tractor which will run a batwing mower and the 16" water pumps in the spring during a flood. He said the 2011 John Deere for \$62,900 does not meet the specs as it is short on horsepower. The 6140M John Deere for \$88,500 does meet specs, but John Deere is in between models; they cannot guarantee they can obtain a tractor for the price. The 2013 Case for \$90,138.55 bid by Hanson's Auto & Implement was a state of Minnesota Department of Transportation lease return and exceeds the specs; it has a loader on it also, but the City would not purchase the loader. Hanson's cannot guarantee this tractor as they only hold them for 48 hours. The 2014 Cat tractor for \$98,381.87 bid by Butler meets specs. The 2015 New Holland for \$100,000 bid by Park River Implement LLC is \$1,600 more than the Butler bid, but Mr. Desautel said Park River Implement will deliver parts and Butler will deliver parts to Hoople where they can be picked up by the City. On recommendation of Mr. Desautel it was moved by Mr. Lipsh to recommend the City Council accept the bid for a full-size tractor from Hanson's Auto & Implement for a 2013 Case tractor in the amount of \$90,138.55, with Park River Implement's bid as the alternate if the tractor Hanson's bid has already sold, and to amend the budget so the purchase can be financed internally at year end. The Street Department 2015 budget is \$15,000 and \$15,000 will have to be budgeted for the next 5 years to pay off that purchase. Mr. Wysocki seconded the motion. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

City Administrator Ziegelmann reported Kadrmas, Lee & Jackson, Inc. has estimated the cost to chip seal about 40 blocks of street to be \$3 or \$4 per square yard for a total of \$200,000-\$250,000; there is approximately \$400,000 in the street resurfacing budget. All 40 blocks are streets that were reconstructed with urban roads funds from the NDDOT within the last 10 years as identified on a map provided, and the chip seal will extend the life of the streets. It was moved by Mr. Sieben and seconded by Mr. Wysocki to recommend the City Council proceed with bidding the proposed chip seal project. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

Chairperson West announced the aerial mosquito spraying contract with Airborne Custom Spraying will be renewed with the same terms and fees as past years. Street/Wastewater Department Superintendent Desautel said he was advised by Airborne Custom Spraying to let the citizens know to report when they see tent caterpillars so an aerial spray to treat for them can be scheduled as soon as possible.

Mr. Desautel said the new 20-horse aerator with the float system should be here the end of the month. Electric Pump will be in town next week and they will go through the Alco lift station, the Mobile lift station, and the North Industrial lift station to provide quotes for replacing the pumps and electrical panels.

Mr. Desautel said he contacted the North Dakota Department of Health to find out how the City should remediate the standing water concern at the Inert Landfill; they are looking into it and will advise him. He did advise the NDDOH the City intends to continue to use the landfill as a

burn site for trees; they agreed that would be permitted. Mr. Desautel contacted Bob Oihus with Refuse Disposal Service regarding Spring Clean-up; Mr. Oihus said they would accommodate the Spring Cleanup and would get back to Mr. Desautel with details and the fee.

Mr. Lipsh noted that other cities are having trouble with people flushing items into the sewer system; Mr. Desautel said that is a real problem in Grafton as well. He said flushing paper towels can cause a lot of trouble and a t-shirt ruined the last pump that was replaced in the Lessard lift station.

Water Department Superintendent Ken Miskavige reported he and Kevin Sevigny went to AE2S a week ago and met with the design crew to review and complete the final design of the Water Plant Phase III project; they hope to advertise for bids in March with bid opening April 6th.

Mr. Miskavige explained that the north pump at the Red River Pumping Station needs to be pulled and rebuilt. The last time that pump was rebuilt was in 1989 at a cost of \$15,000. The current bid from Water Smith, Inc. is \$22,907; that does not include freight and a few other items. Mr. Miskavige estimated the final cost to be about \$25,000; the Water Department has budgeted \$30,000. It was moved by Mr. Sieben and seconded by Mr. Lipsh to recommend the City Council approve the bid from Water Smith, Inc. to pull the north pump at the Red River Pumping Station for \$22,907, plus additional costs for an estimated total of \$25,000. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

The City Cemetery Sub-Committee received bids for 2015-2016 Cemetery Caretaker from Keith's Stump Removal for \$6,849, Yard's Yard Care for \$5,800, and Lindell's Mowing for \$5,500. Mr. Sieben said he talked to representatives from the Lutheran Cemetery Board and the Catholic Cemetery Board and both gave favorable recommendations for the two low bidders. Mr. Wysocki said Lindell has larger equipment and he talked with another party that did do some cemetery lawn care and they felt the smaller equipment is better as you can maneuver around the stones easier with less chance of causing damage. Mr. Sieben moved to recommend the City Council approve the bid from Yard's Yard Care for \$5,800 as Burianek is a city resident, has experience, and the appropriate equipment. Mr. Lipsh seconded the motion. On roll call vote the following voted in favor thereof: Mr. Lipsh, Mr. Sieben and Mr. Wysocki. Those opposed: Mr. Mohn. Chairperson West declared the motion carried.

Mr. Ziegelmann reported he will soon complete revisions to the Keeley Farmland Lease. In the past they have maintained the land and paid taxes, but now they have agreed to pay \$90 per acre while they continue to maintain the property and the City will pay the taxes. The lease will come before Committee next month.

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