

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF NOVEMBER 3, 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, November 3, 2014.

Chairperson West presided. Members present: Chris Lipsh, Shane Mohn, Brian Sieben, and Len Wysocki. Others present: Greg Young, Dave Fellman, Nick Ziegelmann, Ken Miskavige, Tony Dumas, Rock Desautel, Russ Geddes, Todd Morgan, Jon Markusen, Ryan Johnston and Mike Steinfeldt.

FINANCIAL REPORTS

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

COMMITTEE REPORTS

Police Chief Tony Dumas reported Officers Droske and Stark have both been promoted to Sergeants. Chief Dumas reported he has made a conditional offer to someone for the vacant police officer position; the individual has ties to Grafton and will have to attend the Law Enforcement Training Academy following some testing required by the Police Department. This hiring option has been used in the past but not for many years. Mr. Lipsh questioned how many man hours it takes to investigate a burglary. Chief Dumas responded that it varies, but cited the example of the crime scene at the Airport on October 31st in which the Department has 30-40 investigative hours invested so far.

Power Department Superintendent Russ Geddes reported he has received the last bid to repair the damage to the power plant caused by the waterline break; he hopes to have repairs completed by December 1st. Apprentice journey lineworker, Chris Klie, will begin working November 17, 2014. Mr. Geddes reported the last city-wide power outage was caused by a vehicle running into a transmission line by Oakwood.

Power Department Superintendent Geddes presented bids for 5 transformers of various sizes, explaining the Department currently has no inventory for transformers for the winter. Bids were received from Border States Electric 25 KVA - \$1,460, 50 KVA \$1,770, 150 KVA \$6,400, and 500 KVA \$10,200; Resco 25KVA \$1,305, 50 KVA \$1,575, 150 KVA \$6,758, 500 KVA \$11,741; and Jerry's Electric (refurbished) 25KVA \$855, 50 KVA \$1,025, 150 KVA \$4,450, 500 KVA \$7,500. On recommendation of the Power Department Superintendent, it was moved by Mr. Lipsh and seconded by Mr. Sieben to recommend the City Council approve the purchase of one 25KVA, two 50 KVA, one 150 kVA, and one 500 KVA refurbished transformers from Jerry's Electric for a total cost of \$14,855. All members present voted in favor thereof; Chairperson West declared the motion carried.

The City Administrator reported one of the single axle truck boxes has been returned and the Maintenance Department hopes to get frame stretched in November or December.

Street/Wastewater Department Superintendent Rock Desautel reported 2 high speed motors that were rebuilt for the aerator cell are installed and operating and there is one more motor, used as backup that will be sent to be rebuilt after the first of the year. Mr. Desautel reported the Lessard lift station pump quit and had to be replaced at a cost of \$4,800. He reported the sand and salt has been delivered and it is mixed, trees are ordered for next spring, and the Department started cleaning storm drains today with hopes to be done by next week.

Street/Wastewater Department Superintendent Desautel reported the 2014 paving projects are nearly complete and he is pretty satisfied with the work, but he has yet to check the storm drains on Northstar Drive to make sure they were not filled with blacktop or concrete. He said the contractor will be returning to relocate signs that were nailed to trees along the bikepath to posts as Mr. Desautel would not approve that work; they also have a little work to complete on Hill Avenue.

Mr. Ziegelmann and Mr. Desautel proposed a long term plan to abandon the Alco lift station and the Lessard Avenue lift station by running a forcemain to a new lift station located at the Lessard Addition Phase II area; the new lift station would tie into the sewermain along 15th Street. Mr. Ziegelmann also recommended adding another sewer main south of the City, possibly along 18th Street to the aeration pit. Currently, all southend sewer runs through the Hill Avenue lift station so adding another main south of there would redistribute the load; any new growth on the west or south would be directed to the new main. Mr. Ziegelmann suggested with the Committee's agreement, he will have Kadrmas, Lee & Jackson, Inc. prepare an engineering proposal for the first phase, which would be a new lift station at Lessard Addition Phase II and abandoning the Alco and Lessard Avenue lift stations; the Committee concurred. Discussion can continue regarding Phase II, which would include the new lift station and sewer main to the south of the City.

Water Department Superintendent Ken Miskavige reported the Lavergne Avenue watermain project is 99.9% complete, which will provide a service loop; the only work left is to remove the hydrant. The Water Department Superintendent reported he and the City Administrator have received a draft water modeling report from Kadrmas, Lee & Jackson, Inc. Once the final report is complete it will be reviewed with the Committee. The Water Department has had many service shutoffs with people leaving for the winter and they are working with Strata to facilitate daily concrete pours at Remington Seed. The Department has provided more fire hydrants south of Strata Concrete to provide enough water for their concrete trucks. Mr. Miskavige reported that it is unknown what caused the water break at Century Elementary, but the break was actually 7 feet within the building and was probably 12-14 feet deep. To fix the break, a hole was punched inside the building and then the line was tied to the existing line. The City provided parts, and flushed and disinfected the water lines.

On recommendation of the City Administrator, it was moved by Mr. Sieben and seconded by Mr. Lipsh to recommend the City Council approve the amendment to the engineering services agreement with AE2S for Phase III of the Water Plant project. The amendment is to rebid the Water Plant Phase III Project and is in the amount of \$410,000, part of the amended contract cost will be reimbursed from the generator grant. All members were present and voted in favor thereof; Chairperson West declared the motion carried.

Chairperson West asked if there is something that could be done with maintenance of the mobile home parks to assist the Water Department. Mr. Miskavige explained that most of the owners of the parks do not live in Grafton and some of them do not even have a local court manager. The Department staff goes to the mobile home parks and marks the water shutoffs with flags so they

can be located during the winter, and the Water Department hands out letters to each trailer owner in the fall to ask trailer home owners to check their heat tapes, etc. to protect themselves and their property during the winter. Mr. Miskavige said he would like to see the Building Official have more authority to enforce maintenance of mobile homes to minimize some of the problems the Water Department is encountering.

UNFINISHED BUSINESS

Mary Kay and Tim Burns presented pictures and reviewed the history of storm water drainage along their block and property at 212 Summit Avenue beginning from 1997 when a dike was constructed along the river across from their property. Ms. Burns said before the dike was constructed in 1997 storm water from the block drained to the west into the river, after the dike was constructed along the river, the storm water drained between the dike and the west side of Summit Avenue. She said more recently property owners to the north have built up their properties, somewhat changing the flow of storm water so more water drains along the east side of Summit Avenue and even some further east to properties along the alley when there is an extremely heavy rainfall or thaw. Ms. Burns said private parties bladed gravel laid along Summit Avenue by the City towards the north. Ms. Burns made a rock garden along Summit Avenue and her property and in 2009 a petition was filed by surrounding property owners asking that the rock garden be removed as it altered the flow of water to cause problems for other property owners. Ms. Burns contends she did nothing to cause drainage problems to anyone, but she is trying to protect her property and she believes the cause of the drainage problems is coming from properties to the north. She said most recently the City has had the road surveyed and built-up in the middle, which she says causes a situation where more water will drain to her property, and she is fearful her property will flood like it did last year. She has no option to lift her home so is coming to the Committee to voice her concerns and to make sure her side of the situation is heard.

NEW BUSINESS

The members were asked to let City Hall know by the next meeting if they would like tickets to attend the Chamber of Commerce Banquet scheduled for November 24, 2014.

The Committee was informed of the Wellness Bowling event which is scheduled for Wednesday, November 19th.

Mr. Ziegelmann announced a representative from Flood Break who does flood gates and controls will be presenting information regarding the products they have available at Kadrmas, Lee & Jackson's Grafton office at 4:00 p.m., Monday, November 17th.

ADJOURNMENT

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

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Chris West, Chairperson

Connie A. Johnson, Auditor