

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF JANUARY 7, 2019**

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, January 7, 2019.

Vice-Chairperson Greg Young presided as Chairperson Chris West was out of town. Members present: Phil Ray, Brian Sieben, Mary Stark and Greg Young. Others present: Nick Ziegelmann, Chris Lipsh, Dave Fellman, Don Hutson, Shane Mohn, Tony Dumas, Kevin Sevigny, Russ Geddes, Scott Boura, Rock Desautel, Brad Wingerter, Genevieve Wingerter, Mike Steinfeldt, and Todd Morgan.

FINANCIAL REPORTS

It was moved by Ms. Stark, seconded by Mr. Sieben and carried to accept and order filed the Balance Sheets, Income and Expense Statements, and subsidiary reports for all Enterprise Funds for the month ending November, 2018. The City Administrator reported revenues are up 3% and the expenses are within budget. All members present voted in favor thereof; Vice-Chairperson Young declared the motion carried.

COMMITTEE REPORTS

Water Superintendent Kevin Sevigny reported there have been a few service line freeze-ups which caused a lot of damage. He encouraged everyone who is susceptible to freeze-ups to take care of their property by properly insulating pipes.

Mr. Sevigny requested that anyone who has a fire hydrant on their corner that is covered with snow, to please take a few minutes to clear the area around the hydrant or call the Water Department if they are unable to clear it.

Mr. Young asked why the costs on the water treatment were up last month. Mr. Sevigny explained the costs to run the plant go up in the winter due to electric heat and the costs to treat the water increased due to the lack of fall rains and the low river levels, making the water quality poor and more costly to treat.

Mr. Sevigny reported there is a new lead and copper rule coming out that is going to require the Water Department have an inventory of every lead service line in Grafton. The Department will be concentrating on homes between Hill Avenue and McHugh Avenue and 3rd Street to 12th Street first to access the homes and inspect the service lines. After that section of town is complete they will check homes in other areas of town. Getting access into homes during the day is very difficult so they may need to work evenings to obtain the necessary data. He said homeowners can call the Water Department if they check their own service lines. Mr. Sevigny reported notices will be placed on the City's website as well as on Facebook to inform property owners of the need to obtain this information.

City Administrator Ziegelmann explained the public parking lot ordinance allows a vehicle to be parked up to 36 hours without being moved; he would recommend changing that to 24 hours so that it is the same as the off-street parking regulations. The Committee agreed with that and asked that a draft be brought to the City Council meeting next week.

Police Chief Dumas reported 14 vehicles were towed last month from private property or streets. He said the definition in the ordinance states a vehicle must be in a state of in-operation for 30 days before action can be taken and he questioned why a 30 day minimum is required. Chief Dumas also questioned travel trailers in yards. They fall under the definition of junk vehicles however most of the ones he receives questions on are not expired and they have people residing in them. He and the Building Official have been trying to work on that together but there is no clear cut ordinance to address this issue. Mr. Dumas recommended changing the 30 day requirement to 48 hours instead. Mr. Boura stated he has received a couple complaints on travel trailers being parked in driveways in areas without sidewalks but the trailer encroaches into the right of way area. He is not exactly sure how to handle that situation. Chief Dumas stated he will check with Rob Fleming, Assistant City Attorney to see what they do in Cavalier. It was agreed a draft ordinance will be brought before the City Council to address these issues.

Power Superintendent Russ Geddes reported his department is doing some cleaning and remodeling of the shop and breakroom area. He will be ordering more street light LED's for installation this spring. They have had some trouble with the traffic signal at 12th Street and Hill Avenue. The programmer was out most of December but hopefully they will get that resolved in the next week or two.

Mr. Geddes said he is developing a work plan for summer. Staff will begin where they left off with installing new power service along Wakeman Avenue; the project will require boring under the river bore. They plan to add one more circuit so they have a little more capacity on the north side of the Wakeman Bridge. He said they have a lot of street lighting circuits that are bad underground so they plan to work on those right away in the spring.

Street Superintendent Rock Desautel reported the Department has taken care of a few sewer calls which they found were not problems on the City's part. The Department has been trying to keep up with the snow removal and clean-up from the wind. Mr. Desautel said they are also working on taking an old trailer and renovating it to use with the old steamer; once that is complete they have a truck bed that needs to be replaced. Mr. Young commended the Department on their good work during the last two snowfalls.

Mr. Young reported the City Cemetery Sub-Committee will be sending a letter to Yard's Yard Care to see if he is interested in mowing the cemetery under the same terms as his current contract. If he is not interested, they will seek bids.

NEW BUSINESS

An energy grant was received for new lighting at Fire Station 101 in the amount \$3,785. The grant covers 50% of the project cost. Bids were received from Rock's Electric for \$7,570 and

Kielely Electric for \$14,000. An energy grant was also received for new lighting at Fire Station 102 in the amount of \$7,037.50. The bid from Rock's Electric was \$13,925 and the bid from Kielely Electric was \$15,500. The local share of both grants will be spread amongst the City Fire Department, the Fire Corporation and the Rural Fire Department. If there are any overages on the work for any reason that cost will also be spread equally between those three parties. The City's share is included in the Budget. The Fire Department applied for the grants using the City's information and the City owns the buildings so the grant will be run through the City and included in the City audit. The City Council must be informed and involved as the grant requires the City to follow its procurement policy. The Auditor has been told the Fire Department will also be applying for an energy grant to insulate the fire stations.

ADJOURNMENT

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

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Greg Young, Vice-Chairperson

Connie A. Johnson, City Auditor