

**CITY OF GRAFTON
PUBLIC UTILITIES COMMITTEE
MEETING OF MAY 6, 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, May 6, 2019.

Chairperson Chris West presided. 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, Shirley Burns, and Todd Morgan.

FINANCIAL REPORTS

It was moved by Ms. Stark, seconded by Mr. Young 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 March, 2019. City Administrator Nick Ziegelmann stated the water sales are down and that also affects the wastewater revenues. All members present voted in favor thereof; Chairperson West declared the motion carried.

COMMITTEE REPORTS

Police Chief Dumas reported the town was divided by the officers and they are checking for junk or abandoned vehicles; he asked Council members to contact the Police Department if they notice vehicles that should be checked. He said they towed 6 vehicles from the parking lot north of Frosty Fox recently. Ryan Hildebrandt resigned so they will be advertising to fill that vacant position. Chief Dumas reported he has one officer at training. They worked on the emergency sirens today; they are working well now.

The Police Department has received several complaints regarding the fertilizer trucks delivering to the warehouse along the 800 block of Stephen Avenue. The truck route ordinance allows for trucks to be off the truck route to deliver or pick up goods and fertilizer falls under that category. Mr. Young said he believes there was a mistake when drafting the ordinance by not limiting the number of deliveries. Administrator Ziegelmann told the owners to stay on 9th or 10th Street due to the alleys being so wet.

Power Superintendent Geddes reported they have dug a few test holes with the new mini-excavator, and they plan to fix 4 or 5 underground breaks for street lights in the next couple weeks. They are also continuing LED replacement. Superintendent Geddes said they need to take part of the substation out of service as Minnkota will be making some repairs.

Superintendent Geddes explained Automated Metering Infrastructure (AMI) includes smart meters, which would be a great benefit to all City Departments. In addition to updating the aging meters throughout the City, the meters would save his Department a week of work a month because the disconnects and reconnects would be done automatically. Administrator Ziegelmann explained he has been discussing AMI metering with staff for almost 3 years and he would like to bring an engineer on staff to evaluate our system and advise us how to proceed. AMI metering is expensive and would include both electric and water meters, so we need to know if it is feasible through a return on investment. Administrator Ziegelmann provided a scope of work for engineering services and estimated it would cost \$50,000-\$70,000 for engineering. Chairperson West stated about 4 or 5 years ago it took Thief River Falls about a year to implement and set up this type of system. They have gas, water and electric and struggled to get all utilities to read together. It was moved by Mr. Young and seconded by Ms. Stark to recommend the

City Council approve obtaining bids for an engineer to conduct a feasibility study for an Automated Metering Infrastructure system. All members present voted in favor thereof; Chairperson West declared the motion carried.

Mr. Ziegelmann reported he received a call from a local realtor inquiring if the City would sell a lot south of the Roney building. He said he has learned that the property is a drain field for the Roney so the City would not be interested in selling that property.

City Administrator Ziegelmann said the City is in the process of purchasing 4 standby generators for lift stations and found out that MDU has changed their standby generator policy. Their new policy would result in an additional \$13,000 in fees every year to have natural gas available to the generators. With this new information we are requesting the Department of Emergency Services to amend the grant to allow the City to purchase diesel generators. It was noted that diesel generators will require more maintenance.

Consideration of the SCADA system is tabled until next month as Rock's Electric provided updated project costs today so there was not enough time to review before the meeting. Staff is now considering just doing the software part of the project at the Law Enforcement Center, purchasing the City's own line frequency, and using the water towers for antennas, now because of the height needed for a good signal.

Administrator Ziegelmann explained there is approximately \$205,000 in Community Development Block Grant (CDBG) funds available for projects. The next lift station that should be replaced is the Wakeman Lift Station at an estimated cost of \$185,150. Mr. Lipsh said the application process for CDBG funds has changed so more cities are eligible to apply for these funds. It was the consensus that an application should be submitted for the Wakeman Lift Station.

Street/Wastewater Superintendent Desautel will be obtaining estimates for a fence around the north and east sides of the compost site and will bring them to the meeting next month.

Water Superintendent Sevigny reported they reopened the water break they had on 8th Street and Stephen Avenue. They took out what they had spliced in, put in a new hydrant lead and installed a new hydrant. They had to remove about 15' of curbing so that will have to be replaced.

The parts for the CO2 storage rehab project have been delivered. At this time they are running down the CO2 tank and then they will coordinate with the supplier to remove the remaining CO2 and shut it down for one day to complete the project.

Next Wednesday, May 15th will be City Cleanup Day from 8:30 to 11:30 a.m. Mr. Sevigny reported there will be 51 high school seniors and some people from the Life Skills and Transition Center. He is still short on adult help.

Mr. Young reported the City Cemetery contractor, Andrew Lindell contacted the City Auditor to review what work he will do throughout the summer. He went to the cemetery and cleaned debris around the fences. He will be taking pictures of damaged headstones before he begins mowing. The Power Department has placed a new light on the flag pole.

NEW BUSINESS

It was moved by Ms. Stark and seconded by Mr. Young to recommend the City Council approve the application for possession and consumption of alcohol in a public place submitted by Becky Schnellbach

for a family Thanksgiving at the Armory all day November 28, 2019. All member present voted in favor thereof and Chairperson West declared the motion carried.

It was moved by Ms. Stark and seconded by Mr. Young to recommend the City Council approve the application for possession and consumption of alcohol in a public place submitted by Kristen and Brandi Auen for a wedding reception at the Heritage Village on Saturday, May 25th from 3:00 p.m. to 1:00 a.m. All members present voted in favor thereof and Chairperson West declared the motion carried.

Administrator Ziegelmann asked if these applications for possession and consumption of alcohol in a public place need to be approved by the City Council or could they be handled administratively at the time of the application. It was recommended the City Attorney be consulted and then it can be discussed again.

Administrator Ziegelmann reported the request for bids for the Flood Risk Reduction Project internal drainage has been advertised and bids are due May 23rd. It may be necessary to hold a special Council meeting to consider the bids.

CORRESPONDENCE AND ANNOUNCEMENTS

Arbor Day/City Cleanup is Wednesday, May 15th.

ADJOURNMENT

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

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Chris West, Chairperson

Connie A. Johnson, City Auditor