

**CITY OF GRAFTON  
PUBLIC UTILITIES COMMITTEE  
MEETING OF OCTOBER 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, October 7, 2019.

Chairperson Chris West presided. Members present: Phil Ray, Brian Sieben, and Greg Young. Member absent: Mary Stark. Others present: Nick Ziegelmann, Chris Lipsh, Dave Fellman, Don Hutson, Shane Mohn, Tony Dumas, Kevin Sevigny, Russ Geddes, and Shirley Burns.

**FINANCIAL REPORTS**

It was moved by Mr. Sieben, 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 August, 2019.

**COMMITTEE REPORTS**

Police Chief Dumas reported two officers are at training in Minot this week, which will complete all officers being recertified.

Chief Dumas said the auction went well but there are some vehicles that did not sell for the minimum and will have to be discussed at the City Council meeting next week.

Mr. Sieben asked why there are so many cars in the parking lot north of the Frosty Fox. Chief Dumas said six of the cars belonged to one person and he was served notice so he has removed four. There are a lot of people who reside there who park in the lot every day. It was the consensus of the Committee members that they want enforcement of abandoned vehicles city-wide including the industrial property.

Power Superintendent Geddes reported on recent power outages. The September 20<sup>th</sup> outage was city-wide due to Minnkota's power lines down a few miles east of town. The Power Department assisted Minnkota by switching the Grafton rural substation to get power back on. Another outage was on September 24<sup>th</sup> between the 600 and 700 block, along 7<sup>th</sup> Street and that was the only outage that was due to failure of City infrastructure. About an hour after that Rhino Contracting, the contractor for Century Link, cut a line at 15<sup>th</sup> Street. The third outage was a scheduled outage on September 28<sup>th</sup> at the hospital. The transformer had to be changed out and moved as it was in the way of the dig site for the addition. That outage was for several hours.

Bids were received for purchase of a bore rig which is in the 20120 Budget. Vermeer bid \$168,425 and Ditch Witch bid \$173,000. The bore rig from Ditch Witch was demonstrated, and they have factory assistance available, but that expires at the end of the year. There is no trade in as the dealer reps said it would be best for the City to sell it. The new bore rig would be bigger and would pump 36 gallons per minute instead of 18 gallons per minute that the Department

currently uses. Mr. Geddes prefers the Ditch Witch rig due to the automation and also because they were the only company able to provide a model to demonstrate. It was moved by Mr. Young and seconded by Mr. Ray to recommend the City Council approve purchase of a bore rig from Ditch Witch for \$173,000 and amend this year's budget for the purchase rather than purchase it in 2020. All members present voted in favor thereof; Chairperson West declared the motion carried.

Street Wastewater Superintendent was not able to attend the meeting as the Department is pouring concrete pads for the generators. The discussion related to the mower trade-in will be delayed until the City Council meeting. Mr. Ziegelmann reported the Street Department mixed the sand and salt today, so they are ready for winter.

Administrator Ziegelmann proposed the Public Utilities Committee members with the Street/Wastewater Superintendent and Kadrmas, Lee & Jackson serve as a sub-committee to develop a street repair plan. The City will be receiving 'Prairie Dog' funds from the State to fund street projects; the first payment will be received in the 4<sup>th</sup> quarter of 2020. They agreed to meet after the next Committee meeting in November.

Water Superintendent Sevigny reported in the beginning of September the Water Department spent a considerable amount of time assisting in lowering the lines for the internal drain part of the Flood Risk Reduction Project. Some of the lines were lowered as much as 7 feet so the storm sewer could come through. They have one left to lower and that will be done tomorrow before the predicted winter storm.

Mr. Sevigny commended his staff for their excellent work on the water service line break at Hugo's on September 23<sup>rd</sup>. The water line broke at 4:12 p.m. and by 4:27 p.m. his staff had it shut off; that saved a lot of damage.

The Water Department had their annual fall inspection by the State Department of Environmental Quality and that went well.

On the weekend of September 28 there was a water break inside the building at Strata. Their 2" line broke and was running wide open for 36 hours. It was raining all weekend so no one spotted the water coming out from underneath the doors. That resulted in a substantial bill for Strata.

The Department is also working on their fall projects: checking valves, hydrants, and disconnects.

City Cemetery Chairperson Young reported the cemetery mowing contract will be done the end of September and that went well this year. Several monuments were raised, and a bill was received from Wayne Coulthart for \$4,775.

## **NEW BUSINESS**

City Administrator Ziegelmann suggested some possible Transportation Enhancement projects. He requested everyone think about other options over the next month. Approval would be required from the County Commission as well if we submit an application.

It was moved by Mr. Young and seconded by Mr. Sieben to recommend the City Council approve the application from the Grafton Area Chamber of Commerce for temporary street closure for a special event for Winterfest Light Parade on Saturday, December 14<sup>th</sup> from 4:30 – 6:30 pm contingent on approval from the North Dakota Department of Transportation. The parade route is 5<sup>th</sup> Street from Griggs to Hill Avenue, then Hill Avenue from 5<sup>th</sup> to 11<sup>th</sup> Street. The detour is 4<sup>th</sup> Street to Wakeman Avenue, Cooper Avenue, Highway 17. All members present voted in favor thereof; Chairperson West declared the motion carried.

**CORRESPONDENCE AND ANNOUNCEMENTS**

Administrator Ziegelmann reported he met with Fire Chief Brad Martinson today and he invited him to attend the City Council meeting next week to talk about sirens.

Mr. Young commended the Water Department staff on their excellent report from the North Dakota Department of Environmental Quality.

**ADJOURNMENT**

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

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Chris West, Chairperson

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Connie A. Johnson, City Auditor