

PUBLIC WORKS COMMITTEE MEETING  
APRIL 8, 2015

Members Present: Craig Kittel and Ron Volkert

Members Absent: Jim Zajkowski

Others Present: Jeremiah Wendt, Mike Darrow, and Jeanne Bergman

Craig Kittel called the meeting to order.

Craig Kittel moved to adopt the agenda as presented, seconded by Ron Volkert, and carried.

Craig Kittel moved to approve the minutes from the January 19, 2015 meeting, seconded by Ron Volkert, and carried.

**Sidewalk Snow Removal Policy**

At the last meeting, the Committee agreed to use door hangers, instead of mailing certified letters, to property owners who were in violation of the snow removal policy. Changes to improve the door hanger have been made. On advice from Nick Vivian, City Attorney, we will not be including any liability language. Door hangers will be used primarily along Knowles Avenue. Residential complaints will be addressed as they come in.

**Dakota Avenue Bike Route**

Jeremiah Wendt gave an overview of the north and south bike route layout, design guidelines, and proposed signage. In May, we hope to hear if we are the recipient of a St. Croix Foundation Grant for this project. These funds, if awarded, will help cover the cost of signage. Discussion followed on designating some of the streets on the northside bike route as “No Parking”. Jeremiah will inform those affected by the parking restrictions. Ron Volkert moved to proceed by notifying the community of the route, and to move forward with painting, pavement markings, and implementation of the bike route plan provided no significant negative feedback is received, second by Craig Kittel, and carried.

**Urban Non-Point Source Planning Project Contract**

The City received a DNR grant in 2014 for this project. The grant was for an amount up to \$84,500 with matching funds from the City in the amount of \$40,890. Staff has secured funding through the STH 64 Corridor Communities Stormwater/Wastewater Coalition with matching funds so the project can be completed with no out-of-pocket expense to the City. Staff has developed a contract with MSA Professional Services (who is providing services to the coalition) to create a model for stormwater runoff and pollutant reduction along with a Best Management Practice (BMP) toolbox. Ron Volkert moved to approve the amended contract, seconded by Craig Kittel, and carried.

**Sidewalk Construction/Repair Policy**

The committee reviewed the proposed amendment to *Ordinance 70-3 Sidewalk Construction and Repair*. Key highlights of the revised ordinance include:

- Costs of new and replacement sidewalk would be split between the City and the adjacent property owner
- Assessments could be repaid in one lump sum, or over a set time period with an interest rate to be determined by the City

- A plan for sidewalk construction and replacement would be developed annually by the Public Works Committee and submitted to the Common Council for approval
- Multi-use trails are not included in the policy, as staff did not find this to be standard practice

Considerable discussion took place on the following:

- Costs
  - Repayment options
  - Interest rates
  - The need for an annual plan and/or policy for improvements
  - Who should pay for the improvements
  - Pros and cons of the homeowner vs the City making the improvements
- Ron Volkert moved to table the Sidewalk Construction/Repair Policy for further review, seconded by Craig Kittel, and carried.

### **2015-2016 Street & Utility Improvements**

Jeremiah updated the Committee on the design contract with SEH for the 2015 - 2016 Street and Utility Improvements projects. He suggested we have three different contracts as stated below:

- Design Services contract for all projects
- Construction Services contract for the scope of work to be done in 2015
- Construction Services contract for the scope of work to be done in 2016

Staff would like SEH to have a separate contract with the Town of Richmond on the 175<sup>th</sup> Avenue project to protect all parties involved. Jeremiah reported that if SEH prepares the Urban Funding Grant application for the North 4<sup>th</sup> Street project, they will be ineligible to design the project.

### **Communication and Miscellaneous**

None

Craig Kittel moved to adjourn the meeting, seconded by Ron Volkert, and carried.

Minutes submitted by Jeanne Bergman