

PUBLIC WORKS COMMITTEE MEETING

February 5, 2018

4:30 p.m.

Members Present: Jim Zajkowski, Craig Kittel and Mike Montello

Others Present: Jeremiah Wendt, Mike Darrow, Noah Wiedenfeld, Joel Enders, Rae Ann Ailts, Lori Brinkman

Jim Zajkowski called the meeting to order at 4:30 p.m. Roll call was taken.

Craig Kittel moved to adopt the agenda as presented, seconded by Mike Montello and carried.

Craig Kittel moved to approve the minutes from the November 7, 2017, meeting, seconded by Mike Montello and carried.

2018 Sidewalk Plan

Jeremiah Wendt explained the Public Works Committee is required to make an annual recommendation to the City Council for the construction of new sidewalks and the repair/replacement of existing sidewalks. Staff identified and repaired trip hazards in 2017 as well as connected the north side areas. Jeremiah highlighted three main areas of focus for 2018: 1) 2,825 square feet in the downtown area needs to be replaced (on Knowles Avenue and side streets, on North Second Street, and North Third Street); 2) 400 square feet along East Fourth Street needs to be installed to fill in the gap in sidewalk between Advance Auto Parts and the Knights of Columbus Hall; 3) 1,150 square feet of new sidewalk along North Green Avenue heading north into Mary Park. Discussion followed. The Committee would like to see the walkway on the west side of Green heading into Mary Park run along the existing street and add a crosswalk across North Green for safe pedestrian crossing. Jeremiah explained the next steps are to bid the work out, bring numbers to the City Council, and hold a public hearing.

Mike Montello made a motion to approve the proposed sidewalk plan, with changes as discussed to the Mary Park entrance area, and authorization for advertising for bids, seconded by Craig Kittel and carried.

Street Maintenance Plan

Jeremiah explained approximately 6.3 miles of street and 3,000 feet of trails are proposed for maintenance and/or repair in 2018. Costs for these repairs is estimated at \$45,000, which will come out of the total street maintenance budget of \$95,000.

Mike Montello made a motion to approve the authorization to advertise for bids, seconded by Craig Kittel and carried.

Street Name Change

Jeremiah explained the confusion with the naming of North Pierson Avenue near North Washington Avenue and North First Street. The street takes several turns and has different names along different portions of the street. North Pierson does not line up any longer with South Pierson. There has been confusion with delivery drivers and visitors to Lakeside Foods when using GPS to find the North Pierson address. Two suggestions for renaming this portion of street are High Street or Lakeside Drive. Much discussion followed. The Committee's recommendation will go to the City Council for final consideration.

Craig Kittel made a motion to recommend renaming North Pierson Avenue to Lakeside Drive, seconded by Mike Montello and carried.

Residential Refuse and Recycling

Rae Ann Ailts explained there are currently six licensed refuse providers in the City, and residents contract directly with providers for refuse service. The City provides curbside recycling services and uses one provider for this service (currently Stephens Sanitation). Mike Darrow explained that existing processes don't work with the amount of growth the City has had. City staff held a roundtable discussion with the licensed refuse providers in 2017. Based on roundtable discussion and feedback on this subject, Rae Ann noted the needs of refuse and recycling services. They are: to ensure consistent and sustainable refuse and recycling throughout the City, to provide refuse and recycling collection in City parks, to reduce wear and tear on streets and alleys, and to update contracts for services. Staff was directed to draft a Request for Proposal (RFP) for refuse and recycling services which addresses residential service through a single provider. Discussion followed. Staff is recommending approval by the Public Works Committee to present the draft RFP to the City Council.

Mike Montello made a motion to bring the draft Request for Proposal for Residential Refuse and Recycling Services to the City Council, seconded by Craig Kittel and carried.

Bicycle and Pedestrian Master Plan

Jeremiah Wendt explained that the existing Bicycle and Pedestrian Master Plan was approved by the City Council in the spring of 2016 and needs to be reviewed and updated on a regular basis. Noah Wiedenfeld would like to add additional areas of concern that were not identified in 2016. Noah outlined these additions to include: an off-street trail on the west side of the Willow River beginning at Highway 65 and continuing north to Mary Park; an off-street trail parallel with County Road A from West Richmond Way to Westfields; a trail on West Eighth Street; a trail easement with WITC along Paperjack Creek; a trail on 185th Avenue/North Fourth Street (near Health Center); and support of off-street accommodations along County Road GG as part of the planned reconstruction in 2019.

Mike Montello made a motion to approve the recommendations above, seconded by Jim Zajkowski and carried.

Deer Crossing Sign Request

Staff has received several requests to consider the installation of a deer crossing sign on South Knowles Avenue near Sixth Street (in the area of Bosch Packaging). Jeremiah explained that Staff supports these requests as an inexpensive way of reducing possible deer hit accidents. Staff recommends the installation of deer crossing signs on both sides of Knowles Avenue between Bosch Packaging and Sixth Street.

Jim Zajkowski made a motion to approve the installation of deer crossing signs on South Knowles Avenue with the Public Works Director determining the exact locations, Craig Kittel seconded and carried.

2018 Alley Plan

Jeremiah Wendt explained the annual alleyway maintenance and reconstruction program. The Public Works Committee and City Council have discussed alley maintenance and repair throughout 2017. The Public Works Committee considered a proposed ordinance at their November 7, 2017, meeting, and expect to bring the final ordinance to City Council for consideration at the February 12, 2018, meeting. The proposed ordinance stipulates that the Public Works Committee shall make annual recommendations to the City Council for alley repair/replacement. Three alleys have been identified

for repair/replacement as part of the 2018 Alley Plan; these alleys are between South Minnesota Avenue and South Washington Avenue, running from West Second Street to West First Street.

Mike Montello made a motion to approve the 2018 Alley Plan and authorization to advertise for bids (paving only), seconded by Craig Kittel and carried.

County Road A Trail Phases/Design

Jeremiah Wendt outlined the need for a trail along the County Road A corridor. He suggests a “phased” approach for this project that would include making critical connections in 2018 between the Woodland Creek, Willow River Bluffs, and Willowind subdivisions. The total length of trail required to make these connections is approximately 1,200 feet and would include two crossings of County Road A. The estimated cost for this phase of the project is \$150,000, and could be paid for using bonded funds for the 125th Street project, as the estimate for that project has been reduced in part because of the decision not to construct a trail in that location. Jeremiah stated the project could be bid out along with the 125th Street project. Discussion ensued.

Mike Montello made a motion to approve the phased approach to the County Road A trail project and approval of design contract in an amount not to exceed \$14,734, seconded by Craig Kittel and carried.

Communications and Miscellaneous

There was discussion about the trees that were planted near light posts on North Fourth Street last year and if the tree growth will affect the lighting of the path from the light posts.

The topic of Ash tree removal and disposal was briefly discussed. There is an Emerald Ash Borer informational meeting at the Library on Thursday, February 15.

There was discussion on the street lighting on 140th Street. Staff will follow-up with Xcel Energy to discuss adding additional lights to their existing wooden poles.

There will be two open houses on February 12: County Road A project at 4:30 p.m. and 125th Street project at 5:30 p.m.

Mike Montello moved to adjourn the meeting, seconded by Jim Zajkowski and carried.

Meeting adjourned at 6:09 p.m.

Minutes submitted by Lori Brinkman