**Public Works Committee**
**Thursday, September 17, 2020**
**(Virtual Meeting)**

**Members Present:** Tom Majewski, Sid Boersma, Fred Hundt and Mayor Swadley

**Absent/Excused:** Lisa Reeves

**Staff:** Public Works Director Brett Hebert and Vickie Erdahl

**Guests:**

**Call to Order:** *Majewski* called the meeting to order at 6:10 PM

1) **Communications:** *Hebert* reported:

- No large increases were requested in the 2021 Public Works Operating Budget, however, an additional $3,000 increase was requested for tree planting infill since there is no more funds in the EAB account.
- A staff position for an Equipment Operator was requested for the Parks Department

2) **Approve August 20, 2020 Meeting Minutes: Motion by Boersma seconded by Hundt to approve the minutes. Motion carried 3-0.**

**Old Business:**

3) **Review Rollout of Curbside E-waste Program:**

The Public Works Committee approved the program for e-waste to be part of the bulk pick up for the City and will now be discussed at Council. The electronic pick up can occur twice a year in place of a regular monthly bulk pick up and must be called in to schedule.

The program will begin on January 1, 2021 at a charge of $6.00/yr. or .50 cents per resident which will be put on the tax roll.

**New Business:**

4) **Review Council Goals Pertaining to Public Works:** Committee reviewed with the goals from the City Council for 2020. Staff will provide responses to various items pertaining to Public Works and Planning. Several items were discussed in greater detail see item #'s 5 & 6.

5) **Approve the Director of Public Works or Their Designee to Apply for the DNR Urban Forestry Projects Grant to Purchase Trees to Distribute to Residents to Replace Ash Trees on Their Property that were removed due to the Emerald Ash Borer:**

*Hundt* addressed the committee regarding the grant in which 40 bare root trees will be purchased and placed in a gravel bed. In the fall of 2021 these trees will be given to city residents who have had to remove ash trees on private property to restore canopy coverage.

The funds will be spent from the Tree Commission Donation Fund. Total Cost of the project of $4,144.60 with half of that cost being reimbursed back to the city by the DNR upon

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completion. The city's share of the project is $2,072.30 with $1,344.60 of that cost being covered by staff and volunteer time. Therefore, the city portion of the project is $727.70. This cost will be borne by the Tree Commission Budget, which currently has in excess of $4,800 in that account.

The grant needs to be submitted by October 1, 2020 to be considered.

**Motion by Hundt and seconded by Boersma to move forward with the process and submit the application for the 2021 Grant to the Department of Natural Resources Grant.**

**Motion carried 4-0 with the Mayor voting yes.**

6) **Discuss the creation of a storm water basin design standard:** *Majewski* would like a storm water basin design standard/ordinance developed for the city stating that he would like the shape and esthetics of the basins to be more natural.

*Scheel* stated that the DNR has standards and design criteria in place that could be reviewed. *Hebert* stated that the committee should also consider and discuss the maintenance after installation.

Committee members will research topography and designs for basins and bring the information to a future meeting.

7) **Discussion on the Minimum Terrace Widths for New Developments**: *Majewski* would like a review of the right-of-way standards and minimum terrace widths. *Scheel* stated that the standards were updated in 2009 and in newer subdivisions the terrace widths are substantially larger along and remember there is a lot of competition for the right-of-way.

A suggestion made was that when designing a new subdivision, terrace widths be determined by what category the road is (i.e. main or collector street) and a width that can support the urban forest.

8) **Discussion Pertaining to the DOT Inspection of the Jefferson St Pedestrian Bridge:** *Hebert* stated that as of September 17, 2020 the bridge had been closed until further notice as the State had deemed the bridge structurally unsafe. The annual inspection report should be received by next week. At that point Strand can develop a design and costs to either remove or repair the bridge. *Hebert* will bring the costs to the committee when available.

The bridge was already in the CIP budget for 2021 to remove or replace. *Mayor Swadley* stated that a federal grant had been applied for, however, we did not receive the grant –

- should we apply again in 2021 and put off making a decision for another year?
- Is the bridge even worth repairing?
- Remove and not replace? *Majewski* stated that the last time this issue was brought up, a lot of people showed up at the public meeting in support of keeping the bridge
- Get data on usage of the bridge and other similar structures
- Look at another type of grant through the DNR

9) **Future Agenda Items:** Storm Water Basins, Pedestrian Bridge and Terrace Widths

10) **Adjourn:** **Motion to adjourn by Majewski, seconded by Hundt to adjourn the meeting at 6:52 pm. Motion carried 3-0.** Respectfully submitted by Vickie Erdahl

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