Public Works Committee
Thursday, August 20, 2020
(Virtual Meeting)

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

Absent/Excused:

Staff: Public Works Director Brett Hebert,

Guests: Alder Tim Riley, Alder Greg Jensen

Call to Order: *Majewski* called the meeting to order at 6:08 PM

1) Communications (Revisited after items 3 and 4): *Hebert* reported:

- Director Hebert updated the committee on all construction projects currently going on and their expected completion dates.
- Alder Majewski asked about the ride quality of the newly paved portion of Hwy 51 from Van Buren to Hoel. Hebert stated that the city has reached out to the DOT voicing concerns about the ride quality of the asphalt overlay. Discussions are still on-going at this time.
- Alder Jenson spoke about wanting the City to look into a way to spread the cost of sidewalks amongst the neighborhood where work is being done or just have the City absorb the cost of the project within the overall project budget. Essentially eliminating special assessments. Mayor Swadley said that the City has already taken steps to look into changing how sidewalks, curb and gutter and aprons are assessed. This topic will eventually be taken to the finance committee for review once a draft is ready for debate.

2) Approve July 16, 2020 Meeting Minutes: Motion by Reeves seconded by Boersma to approve the minutes. Motion carried 4-0.

Old Business:

3) Discussion and Possible Action Regarding Language Revision to the Sidewalk Installation Policy:

After the July 28, 2020 City Council meeting, the proposed sidewalk policy was sent back to committee to address certain concerns that some alders had with the draft policy.

- Alder Majewski stated that requiring staff to document every single decision that goes into the planning of a road construction project would be unnecessarily burdensome to an already strapped City work force. Many of the items in the draft policy are already being done by staff, it just wasn't outlined in the current policy. Alder Majewski also stated that he wasn't against the way the draft policy is put together, but he wanted to reduce any unnecessary paperwork for staff.
- Director Hebert stated that any discussion surrounding recommended changes to policy or overall construction plans would be captured in the minutes from the public works committee. This would offer the documentation that alders are seeking and not add any unnecessary paperwork to the process. Hebert also stated that even though staff already

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does most, if not all, of the items laid out in the draft policy, the draft policy does offer the transparency in the process that both alders and the public were asking for.

- Alder Reeves reiterated that many of the steps in the draft policy staff and the committee already do, but agreed that the draft policy will add transparency in the decision making process.
- Alder Hundt liked the idea of using the minutes to create a record of any discussion proposing to deviate from policy. He added that the minutes should reflect the items laid out in the draft policy under section IV (5) i-ix:
    - ADA accessibility
    - Available right-of-way
    - Vehicular and pedestrian traffic volume
    - Connectivity to existing sidewalks
    - Excessive costs due to physical characteristics such as the need for extensive retaining walls
    - Proximity to parks, schools, churches and other highly traveled destinations
    - Environmental impacts such as trees and wetlands
    - Length of dead end street or cul-de-sac
    - Budgetary Impacts to the City

Motion by Boersma and seconded by Reeves to recommend approval of the draft sidewalk installation policy to the City Council at the next regularly scheduled meeting.

Motion carried 4-0 with the Mayor voting yes.

(4) Future Agenda Items: None at this time

(5) Adjourn

Motion to adjourn by Reeves, seconded by Boersma to adjourn the meeting at 6:40 pm. Motion carried 4-0.

Respectfully submitted by Brett Hebert

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