

Commissioners:

President: Mike Wallerich

Shoen, Wallerich, Nelson, Schmidt, Hanson

Staff Present: Dave Vosen, Utilities Superintendent
Susan Schamaun, City Clerk

Date: December 28, 2010

PROCEEDINGS OF THE JOINT MEETING BETWEEN UTILITIES COMMISSION AND THE STREET COMMISSION

The regular monthly meeting of the Utilities Commission of the City of Wabasha was held on Tuesday, January 25, 2011, and was called to order by Commissioner Wallerich at 4:02 pm.

Roll call found all Commissioners present.

Mr. Bill Anderson, Yaggy Colby & Assoc., was present.

Mr. Bill Anderson presented Street Commission and Utility Commission members a list of 10 questions and issues and asked for input in reference to the 2011 Proposed Street Project. The following was discussed:

- 1) Any new sidewalks? (this is not included in original feasibility report)
 - 4' wide sidewalks = \$5,000/block – adding landscaping could double cost
 - 5' wide sidewalks = \$6,000/block – adding landscaping could double cost
 - Areas to be considered are:
 - i. 12th & Broadway to make a loop with existing sidewalk on Hiawatha
 - ii.

Bill Anderson explained if the City is going to be doing streets, now is the time to consider putting in sidewalks because it changes how driveways and grades would be addressed.

Street Commissioner Bricher stated the Street Commission approved a motion to recommend Council consider installing a 5' sidewalk along the Athletic Field side of Alleghany Avenue from Grant Boulevard to Hiawatha. He further stated Alleghany Avenue is a highly traveled street because it is a short cut to Hiawatha and many children use the area to get to the Athletic Field as well as the skateboard park.

Bill Anderson stated the City has to determine as a concept if they want to add sidewalks to the 2011 Street Project anywhere, everywhere, or nowhere.

- 2) County planning on repairing Hiawatha in 2013 – could coordinate some of project with that job. Should at least get utilities into Hiawatha before 2013.
 - Bill stated the County is planning on rebuilding Hiawatha and they are planning a mill and overlay for the County portion of Main Street.
- 3) Need policy for parking in City right-of-way – should City put in new curb and parking at church, NAPA, etc:

Bill stated by the church on 12th Street, by Car Quest and by Subway, there is angle in parking. He questioned whether the plans should include running the curb and gutter through these areas and then drop the back of the curb and pave up to the right-of-way and let people continue to park there or should it be cleaned up and not allow parking off those curbs.

After discussion, it was unanimously agreed to run the curb and gutter through the areas and drop the back of the curb and pave up to the right-of-way so these areas can continue to have angle parking.

- 4) Franklin from 12th – 10th: bituminous only – no curb?
Add sewer and water?
Clean out ditch or rain garden?

Bill stated this area has gravel and it is one of only 2 blocks that isn't already a black top street. He stated his question is whether or not the City was going to pave and curb and gutter these streets or not before the design work starts.

Tony stated this was originally put on the list because the City was looking into adding a campground in this area and further stated Council has elected not to move forward on the campground project.

Dave Vosen stated the only thing his department would do would put in water from 10th Street to 11th Street by adding a water main because they are both dead-ends. He stated sewer is fine because everything is already graded and they all have service.

After discussion it was determined to take this off the list but to recommend moving forward to loop the water from 10th Street to 11th Street.

5) Replace all traffic and street signs?

Bill stated all street signs need to be re-done by 2013 per a mandate and it would be cost effective to buy the street signs that are identified for the 2011 Street Project in bulk. Tony stated it makes sense to add the signs to the Street Project and it saves buying signs from his budget.

It was agreed it would be cost effective to add street signs to the Street Project.

6) We are not upgrading the storm sewer.

Bill stated the City is replacing catch basins where they are and does not believe any need to be added but all the grades have not been completed yet. He just wanted to point out that they are not adding any storm sewers. He stated they are just using the surface drainage as it is. Discussion was held on 12th Street and the standing water after a heavy rain and it was determined to discuss this at the Council meeting.

7) Should we replace water mains and services?

Bill stated there are places where sewer needs to be replaced but there is nothing in the plan to replace water mains and the hard part is knowing which mains are in good shape and which ones are not. He also stated there are places like on Broadway Avenue where the pipes are older and there are lead joint pipes. Also, because the ground will be disturbed due to working on the streets, sometimes it will cause leaks due to services being made from different materials. Some of the streets have been there for 40 years and so if the street is replaced and the water main is not, then the City is putting new streets over old water mains and the City may regret that especially if leaks happen due to the disturbance of the street project.

Dave Vosen stated he would recommend fixing all water and sewer services if needed.

Steve Schmidt stated replacing water mains and services would be the right thing to do and where there are lead joints, replace those also.

It was determined to recommend Council direct Bill Anderson to include replacing water mains and services on the plans.

8) Disposal and stockpile areas? Staging area.

Bill stated they will need disposal areas for excess materials such as dirt and reclaim material. Also, a staging area needs to be located and wondered about the corner of the Athletic Field for the contractor to put equipment, pipes, gear, trailers, etc. He stated it helps to be able to put it on the plans and specs so it is set up ahead of time and delivery people know exactly where to go.

It was suggested having a couple staging areas which would be the corner of the Athletic Field as well as behind City Hall.

9) Rain garden on FEMA lot? Sippi-hole?

Bill stated the reason he brought this up, as part of the plans, they have to do a Storm Water Pollution Prevention Plan which part of it is Best Management Practices for taking care of water and storm run off during construction and luckily, the City does not have a lot that runs straight into the river. If the water runs straight into the river, there are a lot more regulations. In the long

run, since no new impervious areas are being created, the City doesn't have to add permanent storm water treatment like rain gardens, etc.

It was determined that due to the maintenance of keeping up with the special plantings, etc., involved in rain gardens and the City already has areas that are considered rain gardens, it would not be an effective use of City time or money at this time to develop a formal rain garden.

- 10) Access issues during construction – methods to determine access issues – public notices, inquire with bus service, etc.

Bill stated access issue questions need to be asked via the City's website, at public hearings, asking the public that if they have any access special needs, to please let City staff know so they can be addresses during the planning stages of the 2011 Street Project.

At 5:25 pm, The Street Commission adjourned themselves from the joint meeting.

Commissioners Hanson and Nelson moved to approve the minutes of December 28, 2010 meeting as submitted. Adopted unanimously.

Commissioners Nelson and Wallerich moved to approve the following regular bills as submitted. Adopted Unanimously.

Water Dept:

CITY OF RED WING	TESTING	\$54.00
DICK'S AUTO PARTS	EQUIP. MAINT.	\$91.85
GOPHER STATE ONE CALL	LOCATE CALLS	\$8.70
HAWKINS, INC.	CHEMICALS	\$581.53
HILL'S HARDWARE HANK	EQUIP. MAINT.	\$13.19
INFRATECH	MANHOLE RESTORATION	\$28,049.25
MARATHON PETROLEUM CO.	GAS	\$264.83
MN DNR WATERS	2010 ANNUAL REPORT	\$552.00
SUSAN SCHAMAUN, PETTY CASH	POSTAGE	\$9.80
USA BLUE BOOK	SUPPLIES	\$52.86
VERIZON	CELLPHONE	\$102.12
YAGGY COLBY ASSOC.	WELLHEAD PROTECTION PLANS-PHASE II	\$154.00
	TOTAL	\$29,934.13

Sewer Dept:

CITY OF RED WING	TESTING	\$645.00
DICK'S AUTO PARTS	EQUIP. MAINT.	\$15.99
HBC	ALARM	\$74.92
HBC	PHONE	\$72.46
HILL'S HARDWARE HANK	SUPPLIES/EQUIP. MAINT.	\$132.01
HSBC BUSINESS SOLUTION	EQUIPMENT	\$502.89
MARATHON PETROLEUM CO.	GAS	\$291.81
NARDINI FIRE EQUIPMENT COMPANY	CO2 SYSTEM INSPECTION	\$265.00
PASSE ELECTRIC	BUILDING MAINT. REPAIR	\$253.48
PASSE ELECTRIC	REPAIR LIGHTS IN OFFICE	\$426.50
VERIZON WIRELESS	CELLPHONE	\$52.34
WABASHA CLINIC	MEDICAL FEE	\$33.00
WABASHA RUBBISH	TRASH	\$46.80
XCEL ENERGY	LAWRENCE BLVD. LIFT STATION	\$368.45
YAGGY COLBY ASSOC.	ENG. SERVICES	\$1,988.75
YAGGY COLBY ASSOC.	ENG. SERVICES – MANHOLE REHAB.	\$660.00
	TOTAL	\$5,829.40

Election of Chair:

Commissioners Wallerich and Hanson moved to nominate Commissioner Nelson as 2011 Utilities

Commission Chair. Adopted unanimously.

Continuing Education:

Dave Vosen stated there are three different classes in March his department needs to attend and Pat Mueller wants to take his Class C wastewater test and there is a good school in Brooklyn Park. He also stated there are some classes coming up on reed beds and it is getting close to the time where they have to determine what to do with the WWTP's reed beds, and the MNPC has recommended a certain reed bed school. It was unanimously agreed to approve continuing education for the Utilities Department.

End of the Year Financial Report:

Commission reviewed end of 2010 financial print-outs.

Other Business:

Dave Vosen reported the City pumped 148,000,000 gallons of water of which approximately 61,000,000 is unaccounted for. The State likes to see about 15% unaccounted for where the City is at about 40%. There is the City's campground, pool, City Hall, City parks, Fire Department and other unmetered areas that should be considered as well as the fact there were leaks that were found and fixed in 2010. There is also one leak in the Gerken's area that cannot be located. It can be heard but it can't be located due to the placement of the buildings, etc. A meter is going to be installed at the campground and pool to be able to track water usage. Dave stated he will get MN Rural Water back this spring to do another water audit.

It was reported the software for the EZ Route handhelds has been ordered. He also reported one of the handhelds has failed so staff is down to one. He stated a new handheld is approximately \$5,000. A newer system that is out costs \$6,500 and a laptop would also have to be purchased. He stated he would like a demo done. Information will be brought back to the Utilities Commission.

Dave Vosen stated he is reviewing the water and sewer ordinances and will be updating them and bring them back to the Utilities Commission.

Having no other business, the meeting unanimously adjourned at 5:55 pm.

Respectfully Submitted: _____
Susan Schamaun, City Clerk