



MINUTES

Public Works & Utilities Advisory Committee

March 16, 2016

Attendance:

Committee Members:

Mark Hines – Chair, *Engineer*
Aaron Beyerl, *At-Large*
Robin Matti, *Supplier*
Mike Oakley, *At-Large*
Dennis Russell, *Engineer*
Travis Bourne, *Contractor*

City Staff:

Dustin Hamilton, *Development Services Director*
Kendall Glover, *Utilities Director*
Heath VonEye, *City Engineer*
Wendy Clements, *City Arborist*
Jill McCarty, *Administrative Support*

Absent:

Ken McKillop – Vice Chair, *Contractor*
Tom Sylte, *At-Large*

Meeting Quorum: Yes

I. Call to Order:

Meeting was called to order at 5:43 p.m. by Mark Hines, Chair.

II. Approval of Minutes:

Robin Matti made a motion to approve the minutes and Aaron Beyerl seconded the motion. All were in favor.

III. Personal Appearances:

None.

IV. Old Business:

- **Waste Diversion Program/Recycling**

Michael Foote provided a handout to the committee in his absence. Kendall said the yard waste pick up will be starting on April 14, as well as the drop off site at the Waste Water Treatment plant will be fully opened.

The Trash-a-Thon event is scheduled for May 7, and the Stop & Drop has been tentatively scheduled to take place in April. The City Council is considering a revised spring cleanup for this year, with containers being placed in areas around the city for citizens to take their items to in lieu of the curb side pickup.

Kendall said Michael also had a booth at the NEWCA Home Show this past weekend at the Cam-plex.

- **Mix Designs**

There has been no new meeting of the subcommittee on the mix designs.

- **Stormwater Ordinance**

Heath said the subcommittee met a total of four times in January and February, and have completed the revisions to the final draft of the stormwater ordinance. Heath provided the committee with a handout of the changes that have been made to the ordinance after the meetings with the chamber and area contractors, and went through them all. Heath said the revised ordinance is tentatively scheduled to be presented to the City Council at the March 29 Work Session to present the recent changes, and will go to the April 5 Council Meeting for a first reading into adoption. The revised draft of the ordinance will be sent out to the committee to review, and it will be available on the City's website for the public to review before it is scheduled to go to the first reading at City Council.

- **Project Update**

Kendall said eight bid awards and professional service agreements were accepted at the March 15 Council Meeting which included the 2015 Water Main Replacement Project, 2015 Sewer Main Replacement, Gillette Madison Pipeline Contract #4E and Contract #6.

Kendal said a utility rate increase was accepted by City Council. Wastewater rates will be increased by 10%, and electric rates will be increased by 7%, as well as the water rate service revision.

Dustin said PMS 2016 Schedule A and 2016 Alley PMS will have bid openings next week. And the Downtown Public Facilities, PMS 2016 Schedule C and various large patching repair, sidewalk and pathway repair, and drainage projects are expected to be out for bid soon.

Kendall said the fiber standards were awarded to a consultant to formalize the construction standards for underground communications. The hope is for more businesses, other than those who currently have franchise agreements, to install their fiber and expand choices for service. Kendall said when the draft of the construction standards are ready they will be brought to the committee for review.

- **Standard Specs – Modifications or Adjustments**

Heath said there is no new development, and the drafting of the Special Provisions will continue as time allows with the new construction season coming up.

V. New Business:

Heath said the City Council has given the direction that some of the city's capital project's resident project representatives (RPR) construction management duties be handled in-house rather than expending funds on consultant services. City staff has had discussions recently with the City Council on the city staffing roles that are necessary for the current construction season. Travis asked if the city's specifications are expected to be changed to allow for the city to be an RPR and owner. Heath said it has been discussed, and there will be an absence of a third party engineer on a project as there traditionally had been in the past. City staff is working on how it will be handled contractually. As well, a contracted design engineer is expected to be retained for CM duties on several projects this year.

Travis also asked about the role of the RPR holding an objective standpoint of the contract and the work, and asked if possible bias of a situation had been considered. Heath said the city's division managers would need to be playing a larger role to act in that capacity and determine what the appropriate action was. Dustin said it has been discussed with Council as well.

Travis asked how holidays were going to affect work on city projects if the city were to be the owner and RPR of the project. Dustin said the work hours will be specific in the project contracts to impact general funds as little as possible.

Kendall reminded the committee the clock located at 3rd Street and Gillette Ave., purchased by the rotary club and various business owners, was set earlier today and everyone should go see it if possible.

VI. Other Business:

Next Meeting April 20, 2016.

VII. Adjournment:

Meeting adjourned at 6:35 p.m.