

PUBLIC WORKS COMMITTEE MINUTES

July 6, 2023 Regular Meeting

The meeting was called to order by Councilor Van Sickle at 5:00 p.m. on July 6, 2023, in Government Center Room 204.

COMMITTEE MEMBERS: Jenny Van Sickle, Ruth Ludwig, Nick Ledin, Tylor Elm (alt)

1. ROLL CALL

Members Present: Jenny Van Sickle, Tylor Elm, Nick Ledin, Ruth Ludwig

City Staff Present: Todd Janigo, Chris Carlson, Kara Czapinski, Nicholas Rhinehart, Jim Paine, Megan Hogfeldt, Mike Herrick*

Others Present: Shelley Nelson

2. APPROVAL OF MINUTES

2.1. Public Works Committee (Meeting held June 1, 2023)

MOTION by Ludwig, second by Ledin and carried to approve the minutes from June 1, 2023.

3. OLD BUSINESS

3.1. Composting Program Update

Megan Hogeldt shared updates about the two-yard bins that are proposed to be in each council district. Waste Management will be contracted to pick up the bins. The annual cost for the bins and pickup will be around \$8,400.00. Residents will be required to put food scraps in compostable bags before placing them into the compost bins. An option to consider would be to have the City of Superior provide these bags, as they are required for the bins. ESD has developed and added a compost drop site survey that will be sent out in the July utility billing newsletter. The survey will have a deadline of August 19th. Further discussion will take place in the September Public Works Committee Meeting.

Megan Hogeldt left the meeting at 5:25 p.m.

4. NEW BUSINESS

4.1. Election of Officers

4.1.1. Election of Chair

MOTION by Ledin, second by Ludwig and carried to elect Van Sickle as Chair.

4.1.2. Election of Vice-Chair

MOTION by Van Sickle, second by Ludwig and carried to elect Ledin as Vice-Chair.

4.2. Reduction of wastewater fees.

Mayor Paine discussed the original wastewater rate and the proposed wastewater rate, that supports the revenue and cash flow budget. Currently, the City of Superior charges two fees to users of the city's wastewater system. A fixed fee of \$5.50 a month per meter, and a variable charge of \$7.71 per 100 cubic feet of water usage. The revenue from these fees is paid to the wastewater enterprise fund and are used on projects and operations that relate to the city's wastewater system. With revenue growing from grants, loan forgiveness and general growth of the city, it has led to significant cash balances in the fund. This year, the fund received over \$1 million in new revenue from the addition of the Cenovus Refinery which had not previously used our system. The proposal is to reduce the average user's wastewater charge by 5%. The proposed rates are \$4.50 for the fixed rate and \$7.50 for the variable rate.

Nick Rhinehart left the meeting at 6:15 p.m.

Motion by Ludwig, second by Ledin and carried to approve the reduction of wastewater fees.

4.3. State Municipal Agreement for the purchase of LED lighting fixtures to be installed on E. 2nd Street and Tower Avenue.

Director Janigo stated that the city will be purchasing 545 lighting fixtures to maximize the grant for the BIL-Carbon Reduction Program. Between the planning grant and the focus on energy grant, it will cover the cost and leave \$33,325.00 for the electrician to install the fixtures. The plan is to replace the existing fixtures on East 2nd Street and Tower Avenue. New replacement fixtures will be LED with a color temperature of 2700k. The work is to be completed by 2029.

Motion by Ledin, second by Ludwig and carried to approve the purchase of LED lighting fixtures on E. 2nd Street and Tower Avenue.

4.4. Request approval of an amendment to the city's electrical services contract with Benson Electric.

Director Janigo discussed the history of the contract with Benson Electric. Currently, Benson Electric is the city's on call electrical services contractor. They are responsible for repairs and maintenance of city traffic signals and street lighting as needed. Effective July 1st, the hourly rates for union electricians changed. The proposed contract is to extend the existing contract, reflecting the adjusted rates through May 31st, 2024. Councilor Van Sickle requested that the committee review the contract annually.

Motion by Ledin, second by Ludwig and carried to approve the city's electrical services contract with Benson Electric.

- 4.5. Request to purchase 2023 Cat Skid Steer Loader from Fabick Cat in the amount of \$60,587.00.

Director Janigo shared that the skid steer loader is being purchased from Fabick Cat, at the sourcewell price. Currently, the Street Department has a 2014 skid steer loader. The plan is to trade in the existing skid steer loader, due to the high hours and the fact that we are over the 30% mark in maintenance cost versus the purchase price.

Motion by Ludwig, second by Ledin and carried to approve the purchase of a 2023 Cat Skid Steer Loader from Fabick Cat in the amount of \$60,587.00.

- 4.6. Notice of Surplus Equipment auction sales (no action required)

Discussion determined that notices of surplus equipment sales over \$5,000.00 will be an action item on future agendas.

5. RECURRING BUSINESS

- 5.1. ESD Director's Update - *Received and filed.*

- 5.2. Director's Update

5.2.1. Woodlawn Road and Bardon Avenue Project are completed.

5.2.2. There was a preconstruction meeting for the North 28th Landscaping Project, the work will take place next week.

5.2.3. The North 21st Street repair is currently out for bids.

5.2.4. Engineering of the bus shelter replacement project continues to move forward, with surveyors recently visiting each site.

5.2.5. The Better Bus Blueprint system will be launched on August 27th; therefore, all bus routes will be changing.

5.2.6. A Highway Safety Improvement Program (HSIP) application is due on August 25th. The intention is to apply for EVP (emergency vehicle preemption).

5.2.7. Surface Transportation Program-Urban (STP-U) is set for October 27th. The next cycle will take place from 2024-2029.

5.2.8. A Transportation Alternative Program (TAP) grant is due on October 27th. The intention is to apply for the North 28th Street multiuse path.

- 5.3. Future Agenda Items

- 5.4. **Confirm the next meeting date of August 3, 2023, at 5:00 p.m. in Room 204 of the Government Center.**

6. ADJOURNMENT

Councilor Van Sickle announced the meeting adjourned at 7:13 p.m.

Respectfully submitted by Kara Czapinski