

**Public Works Committee**  
**Tuesday, January 19, 2016 @ 5:30 PM**  
**Fire Station Training Room – 401 E Main St**

**Members Present:** Alderpersons Tom Majewski, Paul Lawrence, Tom Selsor and Mayor Olson

**Absent & Excused:** Sid Boersma

**Staff:** Street Superintendent Karl Manthe, and Vickie Erdahl

**Guests:** Resident Sylvia Lawrence, Michael Engelberger and Police Chief Leck

**Call to Order:** *Majewski* called the meeting to order at 5:40 pm

- 1) **Communications:** *Manthe* stated: 1) Gjertson St (north of main) was on the 2016 agenda for pulverization but would like to move the project to 2017 as more extensive work needs to be done ( i.e. reconstruction, stormwater and sidewalks on the west side).

*Mayor Olson* stated that Street Superintendent Karl Manthe and Street Foreman Rick Gullickson (both are retiring in May of 2016) met with the Mayor and Director of Human Resources Amy Jo Gillingham to work on their job descriptions. Mayor Olson is striving to hire a replacement and have them work with Mr. Manthe for a month before he leaves.

2) **Activity Reports:**

*Manthe* stated that 87 street opening permits were taken out in 2015 which was an increase over previous years and that a crew is out picking up Christmas Trees and reports include the following information;

A second snow emergency was called on December 28<sup>th</sup> with the storm being a wintry mix of freezing rain, sleet, snow and windy conditions. Crews will be busy.

- Crews were busy salting and plowing during the snow event and removing the snow from downtown area.
- With the excellent weather, crews have been busy tree trimming and removals. A contractor was also hired to remove some trees. Stumps will be removed in the spring depending on the weather.
- With all the rain in December, crews were put patching streets throughout the entire city.
- Crews removed 70 truckloads of fill dirt from behind the cemetery along Riverside Drive to make room for a “Greenspace Park” that will be completed in the spring.
- Administrative Assistant is keeping busy keeping inventories current for cemetery, trees, and signs, processing invoices, computerizing employee timesheets and addressing customer inquiries.
- Fleet Maintenance Manager continues to maintain city wide fleet to make sure it is available for daily tasks. Fleet Manager has all winter snow & ice removal equipment ready for the season. Working on repairs to snow removal equipment.
- Parks Department has been cleaning and painting the parks storage area. With the mild weather, staff has not attempted to make ice for the skating rink at Norse Park. We are at the point now where the ice rink won't be open this season.
- Other routine tasks completed during the month include; dumping trash barrels downtown and in cemeteries, cleaning fleet and garage, checking traffic signals, monitoring water levels at the Fourth Street Dam, garage safety inspections (fire extinguishers, eye wash stations, exit lights and fall protection).

**Old Business:**

- 3) **Veterans Park Tennis Court Project Update – Pickleball Information:** *Manthe* discussed that the current plan was to strip the court for tennis and two pickleball courts and monitor the situation throughout this year to make a determination on the fencing. *Manthe* also checked with the Finance Director, Laurie Sullivan about funds and none were available from 2015. Resident, *Sylvia Lawrence* spoke to the committee stating that she lived next to the park (35ft) from the tennis court and want some assurance/protection from the city against damage from tennis balls to property or vehicles. Ms. Lawrence would like the fence to be higher and no Pickleball allowed as it is very noisy and requested a sound barrier if the game is allowed – also stating that people can play Pickleball at Martin Luther School. This issue is still in the discussion phase and will be put on the February agenda.

- 4) **Discussion and Recommendation – Ordinance Section 10-2 Construction Standards – Chapter 10-2 (d) Street Tree Installation:** *Manthe* informed the committee, that developers would have three (3) to four (4) choices of trees to select and that the city wanted, according to the tree inventory, to abide by the 5% rule for any species in prevent devastation to the urban forest due to diseases. *Manthe* mentioned that tree availability has decreased due to the fact that so many trees have been removed because of the emerald ash borer and cities are trying to replace these trees.  
**Motion by Selsor, seconded by Lawrence to recommend to the Common Council to approve the changes of Ordinance Section 10-2 Construction Standards – Chapter 10-2 (d) Street Tree Installation. Motion carried 4-0. (with the Mayor voting yes)**

**New Business:**

- 5) **Approve December 15, 2015 Meeting Minutes:** Motion by Lawrence seconded by Selsor to approve minutes. Motion carried 3-0.
- 6) **Future Agenda Items:** Veterans Park/Pickleball, Gjertson Street Construction Plans

**Moved by Lawrence, seconded by Selsor to adjourn the meeting at 6:00 pm. Motion carried 3-0.** Respectfully submitted by Vickie Erdahl Administrative Assistant – 1/20/16