

**PUBLIC WORKS COMMITTEE
CITY OF RAMSEY
ANOKA COUNTY
STATE OF MINNESOTA**

The Public Works Committee conducted a regular meeting on Tuesday, March 19, 2013 at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Randy Backous
 Councilmember David Elvig
 Councilmember Mark Kuzma

Also Present: City Administrator Kurtis Ulrich
 Parks and Assistant Public Works Superintendent Mark Riverblood
 Public Works Superintendent Grant Riemer
 Development Services Manager Timothy Gladhill
 Interim Engineer Shane Nelson
 Councilmember John LeTourneau
 Councilmember Chris Riley

1. CALL TO ORDER

Chairperson Backous called the regular meeting of the Public Works Committee to order at 5:30 p.m.

2. CITIZEN INPUT

There was none.

3. APPROVE AGENDA

Motion by Councilmember Kuzma, seconded by Councilmember Elvig, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Elvig. Voting No: None.

4. APPROVE MINUTES

4.01: Approve November 20, 2012 Meeting Minutes

Motion by Councilmember Kuzma, seconded by Councilmember Elvig, to approve the minutes from the November 20, 2013, Public Works Meeting.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Elvig. Voting No: None.

5. COMMITTEE BUSINESS

5.01: Nominate Chair and Vice-Chair for the Public Works Committee

Chairperson Backous called for nominations for 2013 Public Works Committee Chair and Vice Chair.

Motion by Councilmember Kuzma, seconded by Councilmember Elvig, to nominate and elect Randy Backous as Public Works Committee Chair.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Elvig. Voting No: None.

Motion by Councilmember Elvig, seconded by Chairperson Backous, to nominate and elect Mark Kuzma as Public Works Committee Vice Chair.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig and Kuzma. Voting No: None.

5.02: Consider Interim Trail in the Right-of-Way of US Highways 10 and 169

Parks and Assistant Public Works Superintendent Riverblood reviewed the staff report and six options detailed in the staff report. Staff's recommendation is Option 2, to move forward with mowing the trail and see how well it is used. If the trail is well used, Class V can be placed.

Councilmember Elvig stated support for staff's recommendation because it will determine whether the trail will be used.

Chairperson Backous asked about bicycling in areas of the ditch.

Parks and Assistant Public Works Superintendent Riverblood stated it will depend on how well the turf holds together since some ditch areas are sandy.

Councilmember Kuzma noted there are a lot of people in that area and he supports staff's recommendation since it allows testing how often it will be used.

Parks and Assistant Public Works Superintendent Riverblood stated staff contacted Mn/DOT to receive concurrence that it is permissible to mow and/or maintain an "interim" trail within the right-of-way between these two City streets and he anticipates there will be no problems.

Motion by Councilmember Kuzma, seconded by Councilmember Elvig, to recommend that the City Council address the request for a temporary trail within the right-of-way of Highways 10 and 169 between Bowers Drive and Llama Street by altering driveway/ditch approaches, etc. such that a trail may be mowed by the City a few times a year at minimal expense and direct staff

to investigate the permanent grant funded bituminous trail for construction in 2013 with reimbursement of Federal monies at some point in 2015.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Kuzma and Elvig. Voting No: None.

5.03: Review AVL System and Consider Purchase

Public Works Superintendent Riemer reviewed the staff report and pros and cons for each alternative. He explained that the AVL System will allow staff to determine how much salt is put down, will reduce truck idle time/gasoline costs, track vehicle maintenance, and track route management as streets are plowed so if asked, staff can indicate the percentage of streets that have been plowed.

Parks and Assistant Public Works Superintendent Riverblood stated it would be useful for residents to see an interactive map, posted to the City's website, of routes that are plowed so they can see progress.

Public Works Superintendent Riemer stated it may be possible to update such a map periodically, such as once an hour.

Councilmember Elvig stated he is concerned with broadcasting live plowing in case residents intend to hinder plowing.

Public Works Superintendent Riemer continued presentation of AVL System features to track vehicles, time, and materials (sand/salt) used.

Chairperson Backous asked about the feasibility of having a second site to pick up salt/sand.

Public Works Superintendent Riemer explained that is possible but would double the risk of site contamination. He answered questions of the Committee relating to the number of truck routes being eight, rotation of starting points, and that trucks run about ten hours. Public Works Superintendent Riemer displayed charts depicting plowing routes and times for March 4 and 5, 2013, noting material usage totals and feature for maintenance tracking.

Councilmember Kuzma stated this is a sophisticated program and asked if it is currently being tested in Ramsey.

Public Works Superintendent Riemer stated the City has one system in the sweeper and explained it is easy to remove and use in different equipment. He explained how the program also sends alerts for maintenance and is flexible in allowing you to change the intervals it sends reports and alerts.

Councilmember Elvig noted the costs are \$5,000 for hardware plus \$4,000 per year.

Public Works Superintendent Riemer explained the software data is kept on PreCise servers. He presented the costs of \$4,995.50 for the Precise MRM System hardware and \$4,025.91 for total annual costs for PreCise MRM software/data. If approved, the equipment would be relocated from plow trucks in the winter months to mowers in the summer months.

Councilmember Kuzma asked if this will help with scheduling man hours.

Public Works Superintendent Riemer stated it will help more with tracking material use and whether a street was plowed or missed. In addition, it helps to track staffing levels and to gain efficiencies. He indicated staff recommends the purchase of the Precise MRM system and installation in all large plow equipment and sidewalk cleaning machine.

Motion by Councilmember Elvig, seconded by Councilmember Kuzma, to recommend that the City Council purchase the Precise MRM system and installation in all large plow equipment and sidewalk cleaning machine.

Further discussion: Parks and Assistant Public Works Superintendent Riverblood noted there has been past discussion relating to instituting a special services district in The COR and this equipment will allow the City to document activity to justify such an additional service fee. Councilmember Riley asked whether there had been any push back from staff. Public Works Superintendent Riemer clarified this equipment does not track employees; it tracks equipment and use of materials. He noted it would also track equipment use after hours, which would be a theft deterrent.

Motion carried. Voting Yes: Chairperson Backous, Councilmembers Elvig and Kuzma. Voting No: None.

6. COMMITTEE / STAFF INPUT

6.01: Update on Turf Restoration at 7046 166th Avenue (Mack and Shayle Dominquez)

Public Works Superintendent Riemer reviewed the staff report and indicated he sent them a letter reminding that the City would be out in the spring to re-mulch existing soil, remove debris, top dress with four inches of suitable black dirt, and re-seed.

Councilmember Kuzma stated while campaigning, he received complaints about the quality of restoration and poor quality grass seed.

Public Works Superintendent Riemer stated the seed mix had been changed as well as amount of black dirt and the City will now replace whatever had been disturbed, sod for sod and seed for seed.

Councilmember Riley stated he also heard from residents who were very unhappy with the quality of restoration and if one person's yard is being fixed, he would ask about the others with the same concern.

Chairperson Backous explained that this property is what precipitated the change in policy for better soil and seed mix.

7. ADJOURNMENT

Motion by Councilmember Kuzma, seconded by Chairperson Backous, to adjourn the Public Works Committee meeting.

Motion carried.

The regular meeting of the Public Works Committee adjourned at 6:03 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Carla Wirth
TimeSaver Off Site Secretarial, Inc.