

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

The Public Works Committee conducted a regular meeting on Tuesday, March 21, 2017, at the Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, Minnesota.

Members Present: Chairperson Chris Riley
 Councilmember Jill Johns
 Councilmember Mark Kuzma

Absent: Councilmember Melody Shryock

Also Present: City Administrator Kurtis Ulrich
 Public Works Superintendent Grant Riemer
 City Engineer Bruce Westby
 Utilities Supervisor John Nelson

1. CALL TO ORDER

Chairperson Riley 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 Johns, to approve the agenda, as presented.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

4. APPROVE MINUTES

4.01: Approve January 17, 2017, Meeting Minutes

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to approve the Regular Meeting Minutes dated January 17, 2017.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5. COMMITTEE BUSINESS

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

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to recommend nomination of Chris Riley for Committee Chair and Mark Kuzma for Committee Vice Chair.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

5.02: Consider Recommending Council Approval of City Cost Participation for Looped Watermain Connection through Brookfield 8th Addition

City Engineer Westby explained the Brookfield 8th Addition development includes a 1,200-foot-long cul-de-sac street that is proposed to be served by City water and sanitary sewer. The development plans, submitted by Capstone Homes, shows the 8" diameter watermain coming to a dead end at the edge of the plat. City Engineering staff have directed the developer to extend the dead-end watermain line to connect with an existing watermain stub north of 166th Avenue. The line would extend through a City-owned right-of-way to create a looped trunk watermain system, which provides numerous benefits. The line could be either trenched or drilled, at an overall cost of \$100,000. The developer has agreed to share up to 50% of the costs.

In terms of benefits, the looped watermain will improve public safety, enhance water pressure and water quality, and reduce maintenance costs. This unique situation will not set a precedent for future developers as the extension will not be within the plat for Brookfield 8th Addition. Capstone Homes would complete the connection as part of their development, and the City's share of costs will be covered under the Water Funds.

City Staff are requesting a recommendation to the City Council to approve connecting the watermain from Brookfield 8th Addition to the existing trunk watermain at 166th Avenue, at a not to exceed amount of \$50,000.

City Engineer Westby introduced Barry Onufrock, a representative of Capstone Homes. He added Mr. Onufrock was present to answer the Committee's questions and receive comments.

Councilmember Kuzma asked where the City's Water Funds come from.

City Engineer Westby stated the Water Funds are comprised of water trunk fees that are collected when new development occurs.

Councilmember Kuzma asked whether there is any future development anticipated to the south of this area.

City Engineer Westby stated no new development has been proposed.

Chairperson Riley asked whether City Staff supports the developer's estimated water usage calculations.

City Engineer Westby confirmed this, adding the developer calculated the volume of water in the pipe and the development's daily water requirements, and the totals are reasonable.

Councilmember Kuzma asked whether trenching or drilling is recommended for this project.

City Engineer Westby stated the developer is recommending drilling the line as there is less surface disturbance, and trenching will require additional de-watering costs.

Councilmember Johns asked whether the total project cost estimate is reasonable, and whether City staff expects any fluctuation.

City Engineer Westby stated this type of project has a defined cost with few potential changes, and the City's portion should not exceed \$50,000 in any case.

Chairperson Riley asked whether Mr. Onufrock had any comments.

Mr. Onufrock stated Capstone Homes plans to begin construction in Brookfield 8th Addition in the fall of 2017. He added the development's model homes can be built at the end of the cul-de-sac to alleviate concerns regarding water quality.

Chairperson Riley asked whether the looped watermain connection was a requirement for the plat development.

City Engineer Westby stated City Staff recommended the loop connection but the costs were prohibitive for the developer alone, and there are benefits for the City.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to recommend that the City Council approve City cost participation to connect the watermain from Brookfield 8th Addition to the existing trunk watermain at 166th Avenue at a not to exceed amount of \$50,000.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5.03: Review of Municipal Water System Control and Alarm Systems

Utilities Supervisor Nelson reviewed the City's SCADA (Supervisory Control and Data Acquisition) system and gave a demonstration of its capabilities. The SCADA computer program controls the City's water towers, municipal wells and sanitary sewer lift stations. The SCADA system allows City Staff to monitor infrastructure, determine cause when an alarm is triggered, and respond appropriately.

Utilities Supervisor Nelson stated there is a UPS (Uninterruptable Power Supply) at every facility location, providing enough power during an outage to initiate an alarm and continue to monitor the site.

Public Works Superintendent Riemer asked whether there is an alarm in case of UPS failure.

Utilities Supervisor Nelson confirmed this, adding UPS failure contributed to the City of Blaine's recent water outages.

Utilities Supervisor Nelson stated there are eleven Public Works staff – four Utilities employees and seven on-call employees – with SCADA password access, and all activity is recorded for security purposes. He added the SCADA system controller is an easily accessed online application. Utilities Supervisor Nelson stated the system is securely stored on a computer in the Public Works Department. He added the City's SCADA System integrator, who lives in Ramsey, has a duplicate software back-up.

Councilmember Kuzma asked how old the computer system is that is running the SCADA software.

Utilities Supervisor Nelson stated it is approximately five years old.

Councilmember Kuzma requested that City staff review the possibility of upgrading the computer system.

Councilmember Johns asked whether the SCADA system provides an "at a glance" option for viewing all facilities, rather than viewing them one at a time.

Utilities Supervisor Nelson stated current data is located on each individual page and must be viewed separately, but any alarm messages will be visible on the bottom of the screen.

Councilmember Kuzma asked whether the City has a reciprocal water agreement with the City of Anoka.

Utilities Supervisor Nelson confirmed this, adding the reciprocal water connection, located near Anoka Technical College, is currently being upgraded. Utilities Supervisor Nelson stated access to well station cabinets and lift stations is continuously monitored.

Councilmember Kuzma requested that City staff compile a review of SCADA system function redundancy for discussion at the Committee's next meeting.

Utilities Supervisor Nelson agreed.

Public Works Superintendent Riemer stated City staff have initiated a new policy that the on-call system monitor must log in and review the system once a day while they are on call.

Councilmember Kuzma asked whether future water storage growth and solutions will be included in the 2040 Comprehensive Plan.

Utilities Supervisor Nelson stated all 19 sites are being updated one at a time, and updates will be included in the Comprehensive Plan.

Chairperson Riley thanked Utilities Supervisor Nelson for his report.

5.04: Authorize Professional Services for Design and Installation of Emergency Generator at Well House #3

Public Works Superintendent Riemer explained that City staff is requesting consideration of work authorization for design and installation of an emergency generator at Well #3, 731 Bunker Lake Boulevard. The City currently has a back-up generator operating Well #5. Proposals were received from two engineering firms for design and construction management – SEH Inc. for \$15,000.00, and Bolton & Menk Inc. for \$11,310.00. Staff’s recommendation is to enter a contract with Bolton & Menk Inc.

Motion by Councilmember Kuzma, seconded by Councilmember Johns, to accept staff recommendation to enter a contract with Bolton & Menk Inc. to provide design and construction management for the installation of an emergency back-up natural gas generator for Well #3 for a not to exceed amount of \$11,310.00

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Kuzma and Johns. Voting No: None.

5.05: Consider Recommending City Council Approval for Speed Zone Study on Sunfish Lake Boulevard

City Engineer Westby explained that the Anoka County Highway Department received a complaint on March 13 from a resident who lives on Sunfish Lake Boulevard, regarding excessive traffic speed on that road near 155th Avenue. Anoka County contacted City staff to request support for a speed zone study, as the last study was undertaken in 1975.

The traffic speed zone study will be conducted by Mn/DOT, who require that speed zone studies are performed on segments that are more than one mile in length. City staff recommends the study be conducted between Bunker Lake Boulevard/CSAH 116 and Nowthen Boulevard/CSAH 5, where Sunfish Lake Boulevard terminates. The existing speed limit north of Bunker Lake Boulevard is 55 mph, so the speed can only be lowered or stay the same as a result of the study.

Councilmember Kuzma asked whether there will be any cost to the City.

City Engineer Westby stated there will be no cost to the City for the speed study.

Motion by Councilmember Johns, seconded by Councilmember Kuzma, to recommend City Council approval for a request to Mn/DOT for a Speed Zone Study on Sunfish Lake Boulevard between Bunker Lake Boulevard/CSAH 116 and Nowthen Boulevard/CSAH 5.

Motion carried. Voting Yes: Chairperson Riley, Councilmembers Johns and Kuzma. Voting No: None.

6. COMMITTEE / STAFF INPUT

6.01: Review of Rivers Bend Street Reconstruction Assessments

City Engineer Westby stated the Public Works Committee requested that the issue of Rivers Bend assessments be reviewed and discussed again after the feasibility report was approved. He added a copy of the feasibility report was included in the meeting packet. He noted residents to be assessed will be contacted soon by City staff, and the feasibility report will be made available to them.

City Engineer Westby stated this street reconstruction was originally proposed as a mill and overlay project, but borings have indicated that the roadway does not have enough pavement to mill so reconstruction is necessary.

Councilmember Kuzma stated the road should be reconstructed, and the full cost of construction should be applied to assessments, as per the City's assessment policy.

Councilmember Johns agreed, adding that making an exception in this case could set a precedent for other developments.

Chairperson Riley expressed concern that road reconstruction has not been publicized or discussed. He added the increased project assessment amounts may seem unfair to residents who were expecting lower assessment costs related to a mill and overlay project. Chairperson Riley asked whether there will be two separate projects with different assessments.

City Engineer Westby confirmed the assessments will most likely be different and City staff is currently reviewing project timelines and materials costs.

6.02: Update on The COR Wear Course Improvements

City Engineer Westby explained there are several streets in The COR that have only base course, and the pavement is starting to show signs of wear and tear. He added City staff recommends completion of wear course improvements for the following streets: 146th Avenue between Center Street and Peridot Street, and Traprock Street between 146th Avenue and Ramsey Parkway.

Chairperson Riley asked whether escrow funds are available.

City Engineer Westby stated the previous developers are no longer involved in The COR development, and escrow funds were insufficient to complete the necessary public improvements.

6:03: Staff Updates on Improvement Projects and Items of Interest

City Engineer Westby stated Alpine Drive between Variolite Street NW and Armstrong Boulevard is scheduled for reconstruction from July 10 through August 25, 2017, and City staff recommends road closure for the project duration. He added closing the road will shorten the construction schedule and create a safer environment for workers. He noted mail and garbage pick-up will be temporarily re-located to Armstrong Boulevard, and City staff intends to mail letters to Alpine Drive residents regarding this closure.

City Engineer Westby stated Anoka County plans to begin several improvement projects, including partial road reconstruction and grade separation on Hanson Boulevard. He added modification of three intersections to flashing yellow arrows is planned, which will involve short-term single lane closures. He noted Anoka County is completing a cost analysis for the modification at Sunwood Drive/Armstrong Boulevard, for which the City of Ramsey will be responsible.

City Engineer Westby stated City staff received an email on March 17 from Mn/DOT regarding the cable median barrier that is planned for Highway 10. He added City staff hopes to have a meeting with Mn/DOT soon, and an update will be provided for the Public Works Committee at their next meeting.

City Engineer Westby stated pavement corings are planned for street reconstruction projects in 2018 and 2019, but ground penetrating radar is now being considered. He added this new technology is non-invasive and more efficient in terms of time and cost than pavement coring. He noted City staff is researching cost and feasibility.

Chairperson Riley stated the new technology would be a positive change in the way pavements are tested, and would result in fewer pre-construction problems and issues.

Councilmember Kuzma requested an update on the City records scanning project.

City Engineer Westby stated City staff has reviewed possible methods and has consulted with a scanning service provider. He added the biggest issue is determining a File Naming Convention, to describe what the files contain, and how they inter-relate with other files. He noted staff are moving forward with this important initiative.

City Engineer Westby stated the City of Ramsey commissioned a stormwater retrofit study from the Anoka Conservation District (ACD) in 2016. He added the ACD's report outlines opportunities for implementing future projects to improve water quality. He noted the report would be added to an upcoming Public Works Committee meeting agenda for review and comment.

City Engineer Westby stated ACD staff is considering the use of boulevard bioretention swales, or rain gardens, on Waco Street and in River's Bend in 2017 or 2018, and that staff will work with ACD staff to ensure proper coordination with City street reconstruction projects. He added rain gardens are an effective way to provide infiltration and reduce run-off. He noted ACD staff plan to contact residents in designated areas to discuss the benefits of rain gardens, as the improvements will be voluntary.

Councilmember Kuzma asked whether there is available funding for planning and implementing rain gardens.

City Engineer Westby stated the Clean Water Fund grant will be utilized with no cost to the City, and street grades will not change.

Councilmember Johns asked whether there are any outlots in the project area that could have a rain garden, like the Brookfield development.

Public Works Superintendent Riemer confirmed there are outlots near the tennis courts at River's Bend Park.

6:04: Review Future Topics Calendar

City Engineer Westby stated City staff have completed comprehensive water and sewer plans to be included in the 2040 Comprehensive Plan. He added a review of the plans will be added to an upcoming Public Works Committee meeting agenda.

Councilmember Johns stated stop sign requests were discussed at the recent Highway 10 public meeting. She requested that stop sign requests are added to the Public Works Committee's topics calendar.

City Engineer Westby agreed.

Chairperson Riley requested an update on the Highway 10 public meeting.

City Engineer Westby stated City staff were well prepared for the meeting, and provided a review of the City's proposed plans. He added the general feeling from local commercial businesses was one of frustration, and that something needs to be done quickly so they can properly utilize their properties.

7. ADJOURNMENT

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

Motion carried.

The regular meeting of the Public Works Committee adjourned at 7:05 p.m.

Respectfully submitted,

Grant Riemer
Public Works Superintendent

Drafted by Mary Mullen
TimeSaver Off Site Secretarial, Inc.