

**PUBLIC WORKS/SAFETY COMMITTEE MEETING**  
Tuesday, March 26, 2013

Present: Council Members Danforth, Jones, Rieffenberger, Solberg & Thorson

Also Present: Tom Drake, Sarah Caron, Mike Rye, Mike Boerger, Stanton Fox , Russ Wilkins, Jeff Riley, Todd Swenson and Kyle Horst

**Approval of the Agenda.**

City Engineer Tom Drake proposes to amend the agenda by adding Approval of a Resolution for the South Broadway Bridge located 1/2 mile south of Highway 212, and also amend the agenda so that the minutes being approved are the March 12, 2013 minutes, not the March 26, 2013 minutes. Motion was made by Mike Danforth and seconded by Steve Thorson to approve the agenda as amended. Motion carried.

**Minutes.**

Motion was made by Dennis Solberg and seconded by Dana Jones to approve the minutes from the March 12, 2013 meeting. Motion carried.

**Announcement of Sarah Caron's certification as ASFPM Certified Floodplain Manager.**

Tom Drake announced that Assistant City Engineer Sarah Caron has completed her certification to become an ASFPM (Association of State Floodplain Managers Inc.) Certified Flood Plain Manager. Any staff member with this certification will be a great asset to the city organization and to the community. Staff is working toward participating in FEMA's Community Rating System, which could reduce flood insurance premium rates for Watertown.

**Authorization to advertise for bids for the 5<sup>th</sup> Avenue NW Storm Sewer Improvements Project No. 1311.**

Staff seeks authorization to advertise for bids for the 5<sup>th</sup> Avenue NW Storm Sewer Improvements Project. The necessity of this project was determined as a result of the 2006 Stormwater Drainage Study, and has been included in the CIP for several years. The first phase of the proposed storm sewer project will go from Highway 20 to the Big Sioux River, and will feature a gate valve where the storm sewer exits into the river. The sewer will be extended across Highway 20 with the state project in 2015. Motion was made by Dennis Solberg and seconded by Bill Rieffenberger to grant authorization to advertise for bids. Motion carried.

**Review of mailbox damage policy.**

This item was placed on the Public Works agenda, following a discussion held at the last council meeting. Street Superintendent Mike Rye outlined the current policy, which is that the City will pay for the materials to replace a mailbox that is damaged by City snow removal equipment. The costs range from \$45-\$70 per mailbox, and average approximately 60 mailboxes replaced per year. Steve Thorson suggested that the City furnish the property owners with a temporary mailbox until spring when they can more easily install a permanent mailbox. Following discussion, staff plans to investigate the mailbox replacement policy of other cities, and will draft written policy to be considered before the next winter season. Also, staff will put together a map showing the trouble spots where mailboxes are frequently damaged.

**Discussion on recording Executive Sessions.**

Alderman Dennis Solberg led the discussion on recording Executive Sessions. Since Senate Bill 167 failed to pass, which would have required closed meetings to be recorded and minutes taken, Dennis would like the City to consider passing an ordinance to require Executive Sessions to be recorded. He stated that the recording could be used to defend the city, in the event of any

allegation of misconduct. After a lengthy discussion where concerns were expressed as to which Boards and Committees the ordinance would apply to, and who should control or keep the recordings, it was decided to bring the discussion before the Finance Committee at their next meeting. No action was taken.

***New Business***

**Approval of a Resolution for the South Broadway Bridge located 1/2 mile south of Hwy 212.**

Tom Drake proposes to add the South Broadway Bridge to the Federal Aid Bridge Replacement Program. This is the bridge spanning the creek 1/2 mile south of Highway 212, just before the South Connector. The current bridge was constructed in 1933, and is in poor shape. Adding the bridge to the program would get it in line for replacement in 2020. A rough cost estimate for replacement, excluding engineering fees, is \$520,000.00. Motion was made by Mike Danforth and seconded by Dana Jones to recommend approval of the Resolution to add this bridge to the Federal Aid Bridge Replacement Program.

***Old Business***

Steve Thorson asked for an update on the Creek Channel Maintenance Project. Tom Drake reported that the work has begun on one of the trestles, but that weather conditions have not been favorable to gaining access to all the areas. Some of the work may have to wait for low flow river conditions or until fall.

***Executive Session***

None

Motion made by Mike Danforth and seconded by Steve Thorson to adjourn meeting at approximately 12:50 p.m.

Respectfully submitted,  
Lori Marscheider