

PUBLIC WORKS AND SAFETY COMMITTEE

June 29, 2016

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Members Present:

Schuler, Jantzer, Berg, Kossan, Shomento, Straight

Members Absent:

Podrygula

Others Present:

City Clerk, City Manager, City Attorney, HR Director, City Assessor, City Engineer, Assistant City Engineer, Traffic Engineer, Chief Resilience Officer, Assistant City Planner, Building Official, Police Chief, Captain White, Detective Asham, Public Works Director, Assistant Public Works Director, Public Information Officer, Alderman Lehner, Alderman Sipma, Alderman Withus, Mayor Chuck Barney, Josh Wolsky, Jill Schramm

To the Honorable Mayor and All Aldermen:

Following are the recommendations of the **Public Works and Safety Committee** meeting called to order at 4:15 p.m. on June 29, 2016:

1. The City Council authorize the Mayor to sign the Environmental Review Record and letter to HUD for the Minot Housing Authority.

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

2. The City Council approve the Site Access and Use Agreement with CTS Properties LLC, and authorize the Mayor to sign the agreement.

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

3. The City Council approve the Heidrich Homes 5th Addition Plat Development Agreement, and authorize the Mayor to sign the agreement.

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

4. The City Council retroactively approve the utility occupancy permit with Canadian Pacific Railway and authorize the Mayor to sign the documents. (4073, 3608)

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

5. The City Council approve the plans and specifications for the Park South Development Storm Water Pond and authorize a call for bids. (4135)

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

6. The City Council approve the Construction and Maintenance Agreement for Broadway Viaduct, and authorize the Mayor and City staff to execute the agreement.

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

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7. The City Council ratify the application by the Minot Police Department and authorize acceptance if awarded the 2016-2017 NDDOT Traffic Safety Enforcement Grant. (PD0115, PD0116, PD0117, PD0118)

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

8. The City Council place and pass the following ordinances on second reading:

- a. Ordinance No. 5086 – Amend the 2016 Annual Budget- Cities of Service Federal Grant
- b. Ordinance No. 5087 – Amend the 2016 Annual Budget- Paymentus Credit Card Enablement Fees
- c. Ordinance No. 5088 – Amend the 2016 Annual Budget- Copier for Engineering
- d. Ordinance No. 5089 – Amend the 2016 Annual Budget- Police Dept.
- e. Ordinance No. 5005 – Rezoning Edgeview Estates 8th Addition, Block 1, Lot 1-2, Block 2, Lots 1-3
- f. Ordinance No. 4902 – Rezoning Rosehill Cemetery 2nd Addition, Lots 1-3
- g. Ordinance No. 4943 – Rezoning North Minot 6th Addition, Lots 1 & 2
- h. Ordinance No. 4979 – Rezoning Naomi's Addition, Lots 1 & 2

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The above motion by Alderman Jantzer, seconded by Alderman Shomento, and carried unanimously.

9. The City Council ratify the application by the Minot Police Department and authorize acceptance if awarded the 2016 Byrne Justice Assistance Grant. (PD0119)

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The above motion by Alderman Jantzer, seconded by Alderman Straight.

Alderman Straight questioned Chief Olson regarding how many cameras he would like to have compared to how many have already been purchased.

Chief Olson stated, the Police Department has purchased 50 cameras so far, using funds from the 2016 budget and the 2015 JAG Grant. They have deployed 45 of those cameras to Patrol Officers, but would like to have spares and be able to issue them to investigators as well. He explained, each camera costs about \$1,100 plus an additional \$200 for cloud storage and this grant will allow them to purchase about seven or eight more.

Whereupon a vote was taken on the motion by Alderman Jantzer, seconded by Alderman Straight and carried unanimously.

10. The City Council review ordinance no. 5084 on second reading without recommendation, regarding changes to the Zoning Ordinance Supplement of the City of Minot.

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Alderman Jantzer moved the City Council place and pass ordinance no. 5084 on second reading, seconded by Alderman Straight.

Alderman Jantzer called upon the City Engineer to explain the process behind arriving at the proposed changes.

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The City Engineer stated, the Steering Committee, along with City staff, and several sign companies held several meetings to discuss billboard regulations given the moratorium on new billboards within the City. He explained, throughout their discussions, they realized there are different requirements for sign companies compared to billboard companies so they separated them in the revised ordinance by considering them “on premise” versus “off premise.”

Wayne Munson, from Indigo Sign Works, thanked the staff and Council for allowing him to be a part of the discussion. He believes the revised ordinance is more uniform and better organized. He also suggested, section 22-12 h) be removed at this time and if necessary to add it back in at a later date.

The City Engineer clarified, the section describes engineering requirements but he has not yet had a chance to review it with the City Attorney. He suggested the ordinance be forwarded to City Council for second reading but he will review the section and present the corrected version at the City Council meeting next week.

Upon questioning for clarification, the City Attorney stated, it is up to the Committee to decide how they want to proceed but they could forward it with approval, they could forward it without recommendation or they can hold it until a later date.

The City Engineer requested it be forwarded as soon as possible as the moratorium on billboards is affected by these ordinance changes.

Alderman Jantzer withdrew his motion, Alderman Straight withdrew his second.

Alderman Jantzer moved ordinance no. 5084 be forwarded to City Council without recommendation, seconded by Alderman Berg and carried unanimously.

11. The City Council award the bid to Scherbenske, Inc. in the amount of \$2,949,919.10, for the Perkett Ditch Improvements.

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The above motion by Alderman Jantzer, seconded by Alderman Shomento.

Alderman Shomento asked the Public Works Director about ownership of a bridge located over the drainage ditch on property owned by Don Wald. The Public Works Director explained, the bridge is located on an easement owned by the City and it would be removed. Upon further questioning by Alderman Shomento, he also stated, he would look into the potential replacement of fences.

Alderman Straight requested clarification on the funding for the project since the cost share is approximately 25%-40%. The Public Works Director explained, each time the City submits an application to the ND State Water Commission, it is requested the cost share be split, 75/25. In the past, they have always been approved as a 60/40 split. The City has not yet gotten approval on the application so the City's share will be either 25% or 40%.

Alderman Schuler asked the Public Works Director if he is familiar with the company, Scherbenske, Inc. and if the City has ever worked with them. He responded by saying, they are a company out of Jamestown, ND and he is comfortable choosing their bid although, he has not worked with them before.

Alderman Schuler then asked if this project would have an impact on the revised flood map, to which the Public Works Director replied by saying, no, this will provide protection from behind the flood walls and will allow the area to better handle average rain events.

Whereupon a vote was taken on the above motion by Alderman Jantzer, seconded by Alderman Shomento and carried unanimously.

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Other Business

Alderman Schuler asked the City Engineer to give a brief update on the downtown construction project.

The City Engineer stated, concrete has been poured on Main Street and should have the block completed by the end of the week. Crews have begun working on curbs and sidewalks on 1st Ave. The second block of utilities are complete and they are prepping for paving. Work is underway removing the roadway around Central Campus and they will be working on utilities over the next few weeks.

Alderman Shomento asked if the milestones laid out for the contractor were being met. The City Engineer replied by saying, they may be about a week behind but the first milestone is July 15th. The underground portion went slower than expected but the concrete pouring is moving quickly.

Alderman Schuler requested information about the intersection at Central and Main, which has been discussed on several occasions.

The City Engineer stated, it will be a four-way stop, but indicated the traffic may back up at times on Central Ave especially if there is a train passing through.

There being no further business, the Public Works and Safety Committee meeting was adjourned at 4:38 pm

Respectfully Submitted,
Kelly Matalka,
City Clerk