

**PUBLIC WORKS COMMITTEE  
CITY HALL CONFERENCE ROOM  
AUGUST 11, 2014  
5:00 P.M.**

**AGENDA**

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Minutes (page 1)
- III. NEW BUSINESS
- IV. OLD BUSINESS
  - A. Water Plant Rehab Project – Update
  - B. 2014 Street Improvement Project – Update
    - 1. Fallout Structure At Richmond St.
  - C. Wastewater Plant Re-Scoping Project – Update
  - D. Alley Petition (page 6)
  - E. Conservation Rates (page 9)
  - F. LED Lighting
- V. INFORMATIONAL
  - A. Next Meeting – Monday, September 8, 2014
- VI. ADJOURN

**\*\*\* Please call or email Ron at 320-243-3714 ext. 230 or at [ron@paynesvillemn.com](mailto:ron@paynesvillemn.com) if you are not able to attend the meeting.\*\*\***

**Members: Dave Peschong, Donovan Mayer, Melvin Schaefer, Keith Hemmesch, and Matt Quade – or his proxy.**

**Advisory Members: Chuck DeWolf, Ron Mergen, and Renee Eckerly**

This agenda has been prepared to provide information regarding an upcoming meeting of the Paynesville Public Works Committee. This document does not claim to be complete and is subject to change.

**BARRIER FREE:** All Paynesville Public Works Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall (320) 243-3714 early so necessary arrangements can be made.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME: Public Works Committee**

Committee/Council Meeting Date: August 11, 2014

Agenda Section: Consent

Originating Department:

Item Number: II - A

**ITEM DESCRIPTION: Minutes**

Prepared by: Staff

**COMMENTS:**

Please review the minutes from the June 16 and July 14, 2014 Public Works Committee meetings.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

Motion to approve the minutes of the June 16 and July 14, 2014 Public Works Committee meetings.

**MINUTES  
PUBLIC WORKS COMMITTEE**

**JUNE 16, 2014**

The meeting was called to order by Mel Schaefer at 5:00 p.m. Members present were Dave Peschong, Donovan Mayer, Keith Hemmesch, and Matt Quade. Advisory members present were Ron Mergen, Public Works Director; Renee Eckerly, City Administrator; and Chuck DeWolf, Bolton & Menk, Inc. Richard Lahr, Ron Lahr, Bill Spooner, City Attorney; and Frank Carter, CentraCare Health (CCH) Paynesville; Dennis Miley, CCH; Dave Larson, CCH; and Gregg Redfield, CCH; were also present.

No minutes were available for approval.

**IRRIGATION**

Richard Lahr and Ron Lahr were in attendance to request irrigation back onto the old pivot site 4. Mr. Lahr informed the Committee that they have put a pivot back on this site and would pay all costs associated with reconnecting the water line and power. Mr. Lahr noted the pivot will cover 140 acres and feel this would assist the City with water disposal. Mergen noted the City does not need any more row crop land. What is needed is cover crop land that can be utilized in the early spring and fall. Members requested a list of advantages/disadvantages of the irrigation proposal.

**CENEX**

Members were informed this will take several months to complete.

**2014 STREET PROJECT**

DeWolf presented the plan for the alley (between Railroad St. and James St.) which is proposed to have curb and gutter on both sides with the street width to be 24 feet. The total cost is \$41,120.00. The curb and gutter were discussed to be the drive over type and needed to avoid bird baths in the pavement. To pay the additional costs members suggested utilizing the contingency funds, if that does not cover the cost, take the remainder out of the Street CIP. After a short discussion,

**Motion was made by Peschong to approve the change order for the alley improvement and recommend such to the City Council. Seconded by Hemmesch and unanimously carried.**

**WELL NO. 8**

Two quotes were reviewed to rehab Well No. 8:

Traut Well	\$20,842.00
Thein Well	\$14,215.00

Thein Well quoted an hourly rate of \$195.00 per hour for redevelopment; where Traut gave a lump sum of \$3,500.00. Adding the \$14,215.00 and \$3,500.00 redevelopment cost; Their's

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total is \$17,715.00. It was noted the well was constructed in 2001 and has not been reconstructed. The plan would be to televise the well to determine the extent of redevelopment needed. After a short discussion,

**Motion was made by Hemmesch to approve the quote from Their Well to rehab Well No. 8 and recommend such to the City Council. Seconded by Quade and unanimously carried.**

### **WATER TREATMENT PLANT**

DeWolf gave a brief update. The storage tank is near complete and they are working on the controls and electrical items.

### **ENCROACHMENT AGREEMENT**

Attorney Spooner reported that he has been working with CentraCare Health – Paynesville (CCH) drafting the proposed agreement and Spooner sited several recommended changes. In No. 2 the statement with the 48 month no termination notice is to be deleted. CCH staff agreed they can agree to it with a 360 day notice. In No. 4 it will state public and private utilities and CCH staff have agreed with this. It was noted that normally the City does not allow a private sign in the ROW, but this is for the good of the community. Also discussed were the water main and service line locations and how long it would take to move the unit in case of an emergency; that time is about 3 days. It was also questioned why CCH can't find a different location for the unit. CCH members noted this is the location it needs to be. CCH members noted they are doing this to provide better care and dignity for the patients. They are also conducting a study for a possible relocation or a major rehabilitation.

**Motion was made by Peschong to approve the Encroachment Agreement and recommend such to the City Council. Seconded by Hemmesch and unanimously carried.**

There being no further business the meeting was adjourned.

**MINUTES  
PUBLIC WORKS COMMITTEE**

**JULY 14, 2014**

The meeting was called to order by Mel Schaefer at 5:00 p.m. Members present were Dave Peschong, Keith Hemmesch, and Matt Quade. Donavan Mayer was absent. Advisory members present were Ron Mergen, Public Works Director; and Chuck DeWolf, Bolton & Menk, Inc.

**Motion was made by Quade to approve the minutes from the April 14 and May 12, 2014 Public Works Committee meetings. Seconded by Peschong and unanimously carried.**

**LED STREET LIGHTING/ BUDGET/ CRACK SEALING**

It was reported that in the budget staff added a line item for downtown decorative street lighting at 40 years \$450,000.00 or \$11,000 per year. Members noted that it's okay to budget for this item, but the City needs to look into replacing the current fixtures with LED fixtures. More information on the LED lighting will be presented at the next meeting. Other items in the budget that were discussed:

- For the future City Shop staff will increase the amount to the Street CIP and make a transfer when the project starts.
- Street CIP current funds were reviewed.
- Crack Sealing - members were informed that staff spent a week on crack sealing and did not accomplish anything else and the City needs to sub-contract out the crack sealing or revisit the agreement with Paynesville Township. The Township has twice to three times the road miles that the City does.
- The snow and ice and street light budgets were also reviewed.

**Motion was made by Hemmesch to approve the budgets and recommend such to the City Council. Seconded by Peschong and unanimously carried.**

**IRRIGATION DAMAGE**

The damage to Pivot 17 was reported. In the program it was set to stop or reverse at 216 degrees and it jumped over this number and kept walking. Additional safety features were installed and Lindsey Corp. is updating the program.

**WATER PLANT REHAB**

DeWolf reported that the storage tank is near completion and they are working on the controls and electrical items.

**WASTEWATER PLANT**

DeWolf reported that most items are complete and the contractor is working on punch list items.

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## **2014 STREET PROJECT**

It was noted that the City needs to improve the signage on the detour route. Many motorists are getting lost because they don't know what County Road 85 is. DeWolf will follow up with the County on this matter.

## **IRRIGATION LAHR**

Members reviewed the benefits and disadvantages for the Lahr's request:

### **Benefits:**

1. If they will agree to plant a minimum of 80 acres of alfalfa it would provide the City with additional land to irrigate on in the spring and/or fall.
2. At \$10.00 per acre it is an additional \$1,400.00 income and Lahr will be responsible for all the pivot maintenance and repair.

### **Disadvantages:**

1. The City will have another pivot to operate.
2. The City currently has more than enough row crop land.
3. In a dry year, if the City gives this new pivot; 6" of water over 140 acres is 22.8 million gallons, or approximately 1" per acre.

It comes to the fact that Lahr's will want water at the same time as the rest of the farmers do and that is not what the City needs. Members reviewed the irrigation map and noted that in the future the City may need to take more of the City land out of row crops and put it into cover crops. Members all agreed not to move on the Lahr request.

## **CONSERVATION WATER RATES**

Members reviewed the numbers of residential accounts that will be affected if the conservation rate change is set at 45,000 gallons.

1. 2012 2 <sup>nd</sup>	19 accounts	average usage	62,100 gallons
2. 2012 3 <sup>rd</sup>	89 accounts	average usage	83,000 gallons
3. 2013 2 <sup>nd</sup>	4 accounts	average usage	49,000 gallons
4. 2013 3 <sup>rd</sup>	91 accounts	average usage	73,000 gallons

Members requested that this information be provided if the City sets the rate change at 75,000 gallons per quarter.

## **ALLEY ORDINANCE**

Members were informed that the City may receive a petition to improve an alley between Washburne Ave. and Koronis Ave. between First St. and Main St.

There being no further business, the meeting was adjourned.

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LOWS 2437148

This is a petition to have the alley between  
Kronis Ave & Washburne ave. ~~rebut~~ from  
Main St. to First St. ~~rebut~~ rebuilt to get rid  
of the cuts, with class five put down

signature	address	Yes	No	don't care
Nick Hill	639 WASHBURNE AVE	YES		
Wendy Flynn	631 Washburne	No		
Diane Jensen	627 Washburne	<del>NO</del>	NO	
Paula Dixon	623 Washburne	yes		
Pamela Loge	619 Washburne	yes	YES	
Virginia Strand	615 Washburne Ave		NO	
Mark Holmes	607 Washburne	yes		
Al & Kelly	604 Kronis Ave			reluctant
Tommy Sommedeld	608 Kronis Ave	yes		
Therese Lynn	612 Kronis Ave	yes		
Bonnie Bailey	618 Kronis Ave	yes		
Ramona Trask	108 E St		yes	
Lain Bear	615 Washburne Ave		yes	
Theresa	620 Kronis Ave	yes		
John Thompson	640 Kronis Ave		NO	

JUL 30 2014

City of Paynesville

**103G.291 PUBLIC WATER SUPPLY PLANS; APPROPRIATION DURING DEFICIENCY.**

**Subdivision 1. Declaration and conservation.** (a) If the governor determines and declares by executive order that there is a critical water deficiency, public water supply authorities appropriating water must adopt and enforce water conservation restrictions within their jurisdiction that are consistent with rules adopted by the commissioner.

(b) The restrictions must limit lawn sprinkling, vehicle washing, golf course and park irrigation, and other nonessential uses, and have appropriate penalties for failure to comply with the restrictions.

**Subd. 2. Modification of appropriation for noncompliance.** Disregard of critical water deficiency orders, even though total appropriation remains less than that permitted, is adequate grounds for immediate modification of a public water supply authority's water use permit.

**Subd. 3. Water supply plans; demand reduction.** (a) Every public water supplier serving more than 1,000 people must submit a water supply plan to the commissioner for approval by January 1, 1996. In accordance with guidelines developed by the commissioner, the plan must address projected demands, adequacy of the water supply system and planned improvements, existing and future water sources, natural resource impacts or limitations, emergency preparedness, water conservation, supply and demand reduction measures, and allocation priorities that are consistent with section 103G.261. Public water suppliers must update their plan and, upon notification, submit it to the commissioner for approval every ten years.

(b) The water supply plan in paragraph (a) is required for all communities in the metropolitan area, as defined in section 473.121, with a municipal water supply system and is a required element of the local comprehensive plan required under section 473.859. Water supply plans or updates submitted after December 31, 2008, must be consistent with the metropolitan area master water supply plan required under section 473.1565, subdivision 1, paragraph (a), clause (2).

(c) Public water suppliers serving more than 1,000 people must encourage water conservation by employing water use demand reduction measures, as defined in subdivision 4, paragraph (a), before requesting approval from the commissioner of health under section 144.383, paragraph (a), to construct a public water supply well or requesting an increase in the authorized volume of appropriation. The commissioner of natural resources and the water supplier shall use a collaborative process to achieve demand reduction measures as a part of a water supply plan review process.

(d) Public water suppliers serving more than 1,000 people must submit records that indicate the number of connections and amount of use by customer category and volume of water unaccounted for with the annual report of water use required under section 103G.281, subdivision 3.

(e) For the purposes of this section, "public water supplier" means an entity that owns, manages, or operates a public water supply, as defined in section 144.382, subdivision 4.

**Subd. 4. Demand reduction measures.** (a) For the purposes of this section, "demand reduction measures" means measures that reduce water demand, water losses, peak water demands, and nonessential water uses. Demand reduction measures must include a conservation rate structure, or a uniform rate structure with a conservation program that achieves demand reduction. A "conservation rate structure" means a rate structure that encourages conservation and may include increasing block rates, seasonal rates, time of use rates, individualized goal rates, or

excess use rates. If a conservation rate is applied to multifamily dwellings, the rate structure must consider each residential unit as an individual user.

(b) To encourage conservation, a public water supplier serving more than 1,000 people must implement demand reduction measures by January 1, 2015.

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~~History: 1990 c 391 art 7 s 31; 1993 c 186 s 6; 2007 c 131 art 1 s 57; 2008 c 363 art 5 s~~  
20,21; 2012 c 150 art 1 s 2,3

Date	Gallons over 45000	# of acc	Ave Consumption	Gallons Over 75,000	# of acc	Ave Consumption
4/1 to 6/30 2012		19	62,000		3	93,000
7/1 to 9/30 2012		89	83,000		38	114,000
4/1 to 6/30 2013		4	49,000		0	
7/1 to 9/30 2013		91	73,000		30	110,000