

PUBLIC WORKS AND SAFETY COMMITTEE

Wednesday, April 27, 2016 – 4:15 p.m.

City Council Chambers

A g e n d a

1. [Engineering Study at the intersection of Bavaria Drive / 7th Street NE](#)
2. [Parking on the 500 block of 10th Street NE](#)
3. [Award of Bid- Sign Installation Truck \(4189 & TFC011\)](#)
4. [Storm Sewer District 122 RFQ Selection \(4197\)](#)
5. [21st Ave NW Extension to 30th St NW \(3849\)](#)
6. [Minot SWIF Improvements \(3135.2\)](#)
7. [2016 JAG, Lottery Grant from the ND Bureau of Criminal Investigation for the Ward County Narcotics Task Force](#)
8. [North Dakota Department of Emergency Services \(NDDDES\) FY 2016 State Homeland Security Program \(SHSP\) Regional Response Team Grant- Minot Police Dept. Bomb Team](#)
9. [North Dakota Department of Emergency Services \(NDDDES\) FY 2016 State Homeland Security Program \(SHSP\) Regional Response Team Grant- Fire Department](#)
10. [Award of Bid- 2016 AWD or 4x 4 Vehicle for Inspections Department \(4196\)](#)
11. [Ordinances on Second Reading](#)
12. [Informational- Status of Demolition Orders](#)
13. [Informational- Souris Valley Animal Shelter](#)

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Fiscal Impact: Funding for the new Sign Installation Truck is budgeted for 2016 Capital Equipment Purchases (Traffic) account 429-7300-419.07-93 in the amount of \$70,000. Previously, Council allowed staff to re-allocate funds for a ¾ ton truck towards the purchase of a sign truck.

After review of the two purchase options, it is recommended the Committee and Council award the bid for a sign installation truck to Westlie Motor Company for the purchase of Option 2 in the amount of \$64,586.72.

4. Storm Sewer District 122 RFQ Selection (4197)

Storm Sewer District 122 is the next project on the Storm Sewer Ad Hoc Committee's list of projects to construct. The proposed improvements will install storm sewer infrastructure on 18th Ave SW from Broadway, west to Edison School. The district boundary is approximately 16th Ave SW to 20th Ave SW, and 10th St SW to Broadway.

Requests for Qualifications were advertised with four firms responding. Three firms have been short listed for an interview which will occur April 28th.

Fiscal Impact: The cost of engineering services will be split between storm sewer development funding and special assessments.

A recommendation for engineering services for Storm Sewer District 122 will be placed on the desk of the City Council for consideration. It is recommended the Committee and Council adopt a [resolution](#) declaring official intent to reimburse all or a portion of the expenditure made for costs of the project out of the proceeds of an obligation, as defined in the regulations.

5. 21st Ave NW Extension to 30th St NW (3849)

The 21st Ave NW Extension to 30th St project started two years ago and has seen many changes since first envisioned. City staff has been working with the NDDOT to coordinate the design work associated with the City project and the 4-lane expansion of the 83 Bypass.

The bypass project has now been reduced in scope to include 4-lane improvements from the south side of the 4th Ave interchange to the US 2-52 intersection. However, the 21st Ave intersection and approach roadways will be included in the 4-lane project.

Staff and the NDDOT have coordinated design scope and funding responsibilities and they are as follows:

The NDDOT will design the intersection of 21st Ave only within the existing NDDOT right of way and include costs for this portion as part of the US 83 Bypass project. The City and KLJ will design the remaining portion of 21st Ave outside NDDOT right of way and costs will be 100% City. The NDDOT will do the construction engineering for all roadway improvements in and outside of the NDDOT right of way and the City will do the construction engineering for the watermain relocation and any sanitary sewer. Attached is an exhibit that gives the same description visually.

Staff concurs with this course of action and it is recommended the Committee and Council approve the design scope and funding responsibilities between the City of Minot and NDDOT for the 21st Ave NW Extension to 30th St NW and authorize the City Engineer to sign the decision document. It is also recommended the Committee and Council adopt a [resolution](#) declaring official intent to reimburse all or a portion of the expenditure made for costs of the project out of the proceeds of an obligation, as defined in the regulations.

6. Minot SWIF Improvements (3135.2)

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As a requirement of the System Wide Improvement Framework (SWIF) for the existing levee system. The Public Works Department is required to complete a plan that lays out a timeline for completing the improvements needed to bring our existing levee system up to the current USACE guidelines.

Our SWIF is currently at the USACE – Washington DC level for approval. In order to maintain the schedule required in implementing the SWIF, it is necessary to begin the design for the projects, as well as research the existing easements from the previous flood protection project that are recorded and stake the limits of these easements.

Fiscal Impact: An [engineering contract estimate](#) for this work is attached in the amount of \$325,500. This agreement would be funded with Flood Control Sales tax funds.

It is recommended the Committee and Council enter into an agreement with Houston Engineering, Inc. in the amount of \$352,500 for an engineering contract for Minot SWIF Improvements and authorize the Mayor to sign the contract on the City's behalf.

7. 2016 JAG, Lottery Grant from the ND Bureau of Criminal Investigation for the Ward County Narcotics Task Force

The Minot Police Department/ Ward County Narcotics Task Force requests authorization to apply for and if awarded, accept, the 2016 JAG and Lottery Grant to fund the Task Force 2017 operating budget of \$63,842. The grant would provide 65% of the operating budget for a total of \$41,497.30. A 35% match of \$22,344.70 is required. The match will be split equally between the City of Minot and Ward County at \$11,172.35 each. The City of Minot will be the fiscal agent for this grant.

It is recommended the Committee and Council ratify the application by the Minot Police Department/ Ward County Narcotics Task Force and authorize acceptance if awarded, the 2016 JAG and Lottery Grant from the ND Bureau of Criminal Investigation.

8. North Dakota Department of Emergency Services (NDDDES) FY 2016 State Homeland Security Program (SHSP) Regional Response Team Grant- Minot Police Dept. Bomb Team

The Minot Police Department has applied for the NDDDES FY 2016 SHSP Regional Response Team Grant for equipment and training in the amount of \$99,240. The department has requested grant funding to purchase an EOD 10 Bomb Suit (\$49,490), upgrades for both the ICOR and ANDROS robots (\$26,945 and \$15,005 respectively), and a portable Explosive Storage magazine (\$800). In addition, funding for expenses to send one member to FBI Hazardous Devices School Basic Training (\$7,000) was requested. The application deadline was April 3, 2016.

It is recommended the Committee and Council ratify the application by the Minot Police Department and authorize acceptance if awarded, the North Dakota Department of Emergency Services (NDDDES) FY 2016 State Homeland Security Program (SHSP) Regional Response Team Grant. It is also recommended the Committee and Council pass an [ordinance](#) amending the 2016 annual budget to increase the police patrol and capital equipment purchase revenues and expenditures.

9. North Dakota Department of Emergency Services (NDDDES) FY 2016 State Homeland Security Program (SHSP) Regional Response Team Grant

The Minot Fire Department is requesting to ratify the application submitted and, if awarded, accept the North Dakota Department of Emergency Services (NDDDES) FY 2016 State Homeland Security Program (SHSP) Regional

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Response Team Grant. The Minot Fire Department applied for the NDDDES FY 2016 SHSP Regional Response Team Grant for sustainability of equipment and training necessary to maintain the current level of service provided. The grant request also includes \$75,250 for a 2017 F550 tow vehicle necessary for transporting the regional response trailers. The application deadline was April 3, 2016.

It is recommended the Committee and Council ratify the application by the Minot Fire Department and authorize acceptance if awarded, the North Dakota Department of Emergency Services (NDDDES) FY 2016 State Homeland Security Program (SHSP) Regional Response Team Grant.

10. Award of Bid- 2016 AWD or 4x 4 Vehicle for Inspections Department (4196)

On Tuesday, April 5, 2016 bids were opened for a new or used AWD or 4x4 Sport Utility Vehicle (SUV) for the Inspections Department.

The bid results for a new vehicle are as follows:

Bidder (New Vehicle)	Brand	Price
Corwin Chrysler	2016 Dodge Journey	\$23,549.00
Ryan Chevrolet, Minot	2016 Chevy Equinox	\$22,813.00
Ryan Dodge, Bismarck	2016 Dodge Journey	\$22,034.00
Westlie Motors	2016 Ford Edge	\$30,895.18

The bid results for a used vehicle are as follows:

Bidder (Used Vehicle)	Brand	Price
Minot Automotive Center	2015 Jeep Patriot	\$17,395.00
Murphy Motors	2015 Ford Edge	\$29,900.00

Fiscal Impact: The Inspection Department allocated \$20,000 for an AWD or SUV in the 2016 budget.

It is recommended the Committee and Council approve the low bid from Minot Automotive Center in the amount of \$17,395 for a vehicle for the Inspections Department and authorize the staff to complete the purchase.

11. Ordinances on Second Reading

- a. [Ordinance No. 5068](#) – Amend the 2016 Annual Budget- Library RFID Security Gates
- b. [Ordinance No. 5069](#) – Amend the 2016 Annual Budget- Police Administration Crime Prevention Supplies
- c. [Ordinance No. 5070](#) – Amend the 2016 Annual Budget- Airport promotions

12. Informational- Status of Demolition Orders

Demolition orders for two properties have passed their 90 day deadline. These properties have been vacated and abandoned since the flood of 2011. Interior and exterior inspection records reveal failed structural components, dangerous conditions and public safety concerns. All properties currently have numerous building code violations, in addition to annual nuisance complaints the City staff has been engaged in since 2011.

Notifications have been sent to:

1. 704 2nd Ave NE

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2. 505 11th St NW

The last administrative act by the City will be a [public hearing](#) to allow owners of the properties to discuss the possible abatement procedures during the City Council meeting on May 2, 2016.

13. Informational- Souris Valley Animal Shelter

Randy McDonald of Souris Valley Animal Shelter will discuss a plan to spay or neuter feral cats and re-release them into the community.