

PUBLIC WORKS AND SAFETY COMMITTEE

April 27, 2016

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Members Present:

Connole, Berg, Hatlelid, Jantzer, Lehner, Schuler, Shomento

Members Absent:

None

Others Present:

City Clerk, City Attorney, City Assessor, Finance Director, City Comptroller, HR Director, City Engineer, Assistant City Engineer, Traffic Engineer, Chief Resilience Officer, Assistant City Planner, Building Official, Fire Chief, Police Chief, Public Works Director, Assistant Public Works Director, Auditorium/Recreation Director, Public Information Officer, Josh Wolsky, Shannon Straight, 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 April 27, 2016:

1. The City Council pass an ordinance to install a stop sign at the intersection of 7th Street NE and Bavaria Drive.

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

2. The City Council pass an ordinance restricting parking on the west side of 10th Street NE between Railway Avenue and 6th Avenue NE.

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

3. The City 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.

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

4. The City 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; and pass an ordinance amending the 2016 annual budget to increase the police patrol and capital equipment purchase revenues and expenditures.

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

5. The City 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.

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

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6. The City 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. (4196)

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

7. The City Council place and pass the following 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**

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

8. The City Council award the bid to West River Striping Co. in the amount of \$121,770 for the 2016 Pavement Marking Installation. (4200)

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

9. The City 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. (4189 &TFC011)

The above motion by Alderman Hatlelid, seconded by Alderman Lehner, and carried unanimously.

Alderman Connole asked the City Engineer why the department chose option #2 from the bids. He replied by saying, there were different options made available, including safety lighting, a hammer, and an air compressor and they were itemized so the department could determine what they could afford with the budget allowed.

10. Due to the timing of the bid opening, a recommendation for Storm Sewer District 122 is not available but will be placed on Council’s desk for approval at the time of the City Council meeting. Upon approval of the bid, it is recommended 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. (4197)

The above motion by Alderman Lehner, seconded by Alderman Berg, and carried unanimously.

11. The City 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; authorize the City Engineer to sign the decision document; and 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. (3849)

The above motion by Alderman Lehner, seconded by Alderman Schuler, and carried unanimously.

Upon questioning by Alderman Hatlelid, the City Engineer explained, construction will begin in 2017 and will include relocating a water main and adding storm sewer drainage. He continued by saying, the project will be funded using general obligation bonds.

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12. The City 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. (3135.2)

The above motion by Alderman Hatlelid, seconded by Alderman Lehner, and carried unanimously.

Upon questioning by Alderman Schuler, the Public Works Director described the conditions of the existing levees and what improvements are being made. He stated, the System Wide Improvement Framework, or SWIF, is a plan by the Army Corps of Engineers PL8499 program where the Corps provides funding assistance for flood protection. The Corps created a new list of standards and the existing levees do not meet those standards. There are repairs that need to be done such as tree removal, weed control, planting grass, and erosion issues. The plan has been submitted and is currently waiting for the final level of approval. Houston Engineering is being hired to continue the capital improvements plan through 2016-2017. He further explained, some issues are already being taken care of but once the plan is approved, they will start working on it during fall 2016 through 2017.

Alderman Hatlelid asked if the dikes needed to be reconstructed, to which the Public Works Director said no, they are grandfathered but the City will implement the flood control plan and establish grass in some areas.

Upon questioning by Alderman Connole, the Public Works Director stated, the dead loops will not be affected as they are not a part of the flood protection federal project.

13. Demolition Orders- Informational

The Building Official described the status of the two homes listed for demolition. He stated, after numerous unsuccessful attempts to contact the owners of the properties, the homes have passed their 90 day deadline. The properties have been abandoned since the flood of 2011 and upon inspection have revealed failed structural components and dangerous conditions. The City Council meeting on Monday, May 2, 2016 will be the final opportunity for the property owners to come forward. The properties will then be added to the list for the third round of the demolition and site restoration project, which will be awarded at the Council meeting. The Building Official concluded by saying there are nine more properties in similar conditions that will be brought before the Committee and Council in the near future.

14. Souris Valley Animal Shelter

Randy McDonald, of the Souris Valley Animal Shelter spoke about a trap, neuter, release program that he would like to initiate in Minot. He explained, he can apply for grants to fund a program where he can capture feral cats around the City, spay/neuter and vaccinate them, and release them. However, there is a City ordinance which requires the shelter to euthanize animals after being trapped and does not allow releasing them.

Upon questioning by Alderman Lehner, Mr. McDonald explained, there is a colony of about 30-40 cats living at the Brick Studio on Central Ave. He stated, if the colony is euthanized, other cats will move in and actually reproduce at a higher rate than if the animals were spayed or neutered. He said he would like to begin a trial period using this colony to research whether or not a TNR program will be beneficial in Minot. He said, he should be able to calculate the effectiveness after about one year of testing.

Upon concerns that changing the ordinance would allow anyone to release animals into the City, it was discussed there be wording added to include only organizations or possibly allowing a permit

Alderman Connole expressed concerns that the colony is located on private property and that people releasing cats has perpetuated the problem in the first place. He said he does not support changing the wording in the ordinance if it is going to give citizens the ability to release animals or reverse the leash law.

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Alderman Schuler requested the Police Chief give his opinion on any issues the program might bring up. Chief Olson stated, when the department receives complaints about animals, traps are distributed and the animal is taken to the shelter to be euthanized or if possible, adopted. He also said the animal shelter would need the cooperation of the property owner in order to trap the cats. He explained there are three ordinances that reference animals, all of which would make it illegal to release the cats back into the City. If Souris Valley Animal Shelter traps the cats, it would make the cats their property and they would be responsible for violating the leash law.

Alderman Hatlelid moved, the City Attorney be authorized to work with Souris Valley Animal Shelter to develop a process that would allow the shelter to test the trap, neuter, release program without allowing all citizens in Minot to release animals into the City. Motion seconded by Alderman Shomento and carried unanimously.

15. Other Business

Alderman Berg stated there were some questions brought forward by the Downtown Association regarding the infrastructure construction. He called upon the City Engineer to explain the downtown modification of the intersection bump outs.

The City Engineer explained, they softened the radius point of the Central Ave intersection and are going to move the planters.

Alderman Berg then asked about the removal of the traffic lights. The City Engineer outlined the process the department went through in deciding not to install new traffic signals. After conducting studies on traffic counts downtown, it was determined that even during peak hours and factoring in the highest potential growth, it still does not warrant reinstalling traffic signals. He stated, EDA will not fund unnecessary projects and new lights would be expensive to replace. He also assured that the department would never recommend anything dangerous and they have been discussing the issue during the downtown planning meetings since 2013.

Alderman Schuler suggested the intersection be turned into a four-way stop but also stated it could be difficult to see oncoming traffic if vehicles are parked on the street. The City Engineer said they are studying the intersection now that it is completed and they want to make sure, however it is handled, is thoroughly backed up with data.

Alderman Connole expressed concerns about the likelihood of speeding vehicles if there are no expected stops, to which the City Engineer replied by saying bump outs are a commonly used traffic slowing measure

Alderman Lehner asked what will to happen with the fountain downtown, as it is a historic landmark and he would like to see it utilized. Mark Lyman explained the fountain was discussed over several public meetings and it was determined by vote, the fountain should be removed and placed in City storage until an appropriate location was found. Alderman Lehner gave the history of the fountain and all of the times it has been moved and suggested instead of storage, maybe it should go back to the college where it once was.

There being no further business, the Public Works and Safety Committee meeting was adjourned at 5:16 p.m.

Respectfully Submitted,
Kelly Matalka,
City Clerk