

Minutes
PW Committee
September 14, 2020
6:00 p.m.
3rd committee meeting

Meeting Location: City Hall Upstairs Conference Room

Members present: Chairman Jason Kraeling, Committee members Michael Reynolds and Carol King. PW Director Matt Fleahman and City Administrator Brandon Madden were also present.

1. Call to Order- Chairman Kraeling

2. Public Comment- None

3. Reading and Approval of Minutes

a. Public Works Committee Meeting: August 3, 2020 (Pages 3-5)

Action: Councilman Reynolds made a motion to approve the minutes with Councilwoman King seconding.

Vote: The vote was unanimous

4. Reports or Communications from City Officers

a. Department Reports

Public Works Director Matthew Fleahman

Budget Review- The budget looks good.

1. Grass Clippings Update- The ordinance prohibits grass clippings on the curb without being bagged. The grass clippings could be vacuumed, but additional staffing would be required. Public Works staffing in the Sanitation Department is such that during the spring and summer months, drivers are in trash, recycling, and knuckle boom trucks. Depending on vacations, sick time, etc. Public Works may have enough drivers to send out one leaf truck during the work week. The truck will follow behind the knuckle booms and clean up small debris that the clam shell boom misses. During leaf season, the three knuckle boom drivers switch to the leaf trucks and perform that removal service. The introduction of this additional service would require additional staffing.

Chairman Kraeling asked what the financial impact would be. Mr. Fleahman said with another machine and two additional staff, it would be about \$300,000. The City has outgrown the capacity of the current vehicles.

2. Street Sweeper Update- There were inquiries about replacing the street sweeper. The sweeper is currently down. The clutch replacement is \$8,000 plus labor. The machine is 17 years old. The department has obtained quotes for a new machine in the amount of \$226,802. Councilwoman King said a machine was in next year's budget. Councilwoman King asked if it would be better for us to get something to clean the streets, rather than a street sweeper, which blows grit and sand and sucks it up.

Councilwoman King asked if we need to replace a street sweeper that we haven't used for a couple of years, or should we contract with someone when we need to remove sand and grit and look at something that would actually spray and clean the streets. Mr. Fleahman said if there is mud on the road, the sewer jet is used, because it has a power washer. Mr. Fleahman said the County used to come in and do the street sweeping for us. Councilman Reynolds suggested we quote having the County coming in to do this for us and compare it to buying a new street sweeper.

3. Road Inventory Update- The City participates in a municipal match program for paving. The City contracted with IMS to do a survey of all city owned roads. Pre-Covid, the assessment was to be done in July and August, now it is expected by the end of September. The inventory has been done, and IMS are analyzing it. The analysis may be ready by the next PW committee meeting. Once the list is completed, it can be provided to the County when the paving is slated to commence.
4. Restriction of Through Truck Traffic at the Intersection of Miller Rd. & Old Mill Rd. and Miller Rd. & Corn Rd.- The Intersections of Miller Road and Old Mill Road and Miller Road and Corn Road see a lot of truck traffic. The DOT has guidelines on limiting tractor trailers. There are alternative routes and they want to make sure the City and the property owners know what those routes are. If DOT approves the alternative routes, the City will have to put up signs to restrict through traffic.

5. Unfinished Business- None

6. New Business

- a. Tire Amnesty- Public Works collects tires and puts them at Jenkins Street before hauling them to the landfill. The tires cannot be just taken to the landfill, the City had to become a certified waste hauler. Very few people take advantage of this service and we do not have the room to stockpile the tires anymore. Staff suggests that tires can be picked up twice a year instead of stockpiling tires year-round. Chairman Kraeling asked what would happen if a tire was in the street. Mr. Fleahman said that would still be picked up.

Councilman Reynolds said he thinks we should get out of the tire business. Councilwoman King agreed or maybe there can be a drop-off spot, so the City is not driving around looking for tires.

Action: Councilman Reynolds made a motion to send to Council a recommendation that the City does not take tires year-round and have a drop-off site. Drop-offs can be done the first Fridays of April and October.

Vote: The vote was unanimous (3-0).

- b. Non-approved Sanitation Containers- Public Works has been dealing with a number of complaints about damaged cans and demands that the Department replace non-approved damaged containers. The use of city-approved containers is codified in City Ordinance Section 34-5 (a) which states, "Generally. All Single-family residences and small business in the city, including townhouses, condominiums, duplexes, and all apartment complexes with less than nine units, shall purchase and use city-approved receptacles or carts for the disposal of normal household garbage, refuse and recyclable materials...". Additionally, Section 34-5 (c) of the City Ordinance mandates that, "...the resident or small business shall be responsible for the replacement of any stolen, damaged, or abused receptacle. The city will not be responsible for any stolen, damaged, or abused receptacles or carts."

The department assessed the weekly trash routes of the Sanitation Division and noted that a total of 173 non-approved containers were in use by residents around the City. The Department tagged each can

during the last week in August and identified the City's requirement for City approved containers.

There are a number of non-approved containers that do not fit the cart tippers on the trash trucks. The use of the containers creates a situation where the employees have to lift and dump the can into the hopper of the trash truck. This action presents a workplace hazard where an employee could potentially injure themselves lifting an unspecified weight.

Public Works recommends that all use of cans not serviceable by the cart tippers be prohibited immediately. Additionally, City Ordinances for damaged containers be followed and enforced.

Chairman Kraeling asked if this was people who had an extra can that won't fit. Mr. Fleahman said some people have an extra non-compliant can, some people only have a non-compliant can. Mr. Fleahman said some of the people have skirted regulations and not purchased a can. The non-compliant cans have been tagged once. We would tag one more time, and then it will not be dumped.

Chairman Kraeling asked if we had enough cans for the residents to purchase to replace the non-compliant ones. Mr. Fleahman answered yes.

No action was needed. Committee agreed the ordinances should be followed.

c. Vegetation Management Procedure- The current ordinance does a pretty good job of giving a framework of when things should be cut and establishes some consistency. Mr. Fleahman worked up a procedure manual that builds on the ordinances and mandates things like cutting limbs and tree stump removal. Each department affected had a hand in coming up with this procedure- PW, Administration, and Recreation.

Action: Councilman Reynolds made a motion to send this item to Council with Councilwoman King seconding.

Vote: The vote was unanimous (3-0).

7. Public Comment

8. Committee Concerns

Councilwoman King said one of the public works staff was near her house and had a rake and picked up debris from the truck. It is noticed that they are going the extra mile.

Chairman Kraeling said the more we communicate, the less complaints we will get. He wants to make sure all the information for public works is on the website.

9. Adjourn- Chairman Kraeling adjourned the meeting.

Respectfully Submitted,

Cindy Miller
Municipal Clerk

