



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

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AGENDA UTILITY COMMISSION MEETING FEBRUARY 13, 2020

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference, 1281 Hammond Road.
2. Approval of February 13, 2020 Agenda.
3. Approval of December 12, 2019 Minutes (Additions/Deletions).
4. Consent Agenda:
 - a. Receive Monthly Sewer & Water Report.
 - b. Quarterly Utility Billing Payment Analysis.
 - c. Receive Watermain Leak Reports.
 - d. Receive Republic Services Monthly Service Report.
 - e. Receive Solid Waste Abatement Report.
5. Commissioner's Report.
6. Bev Mathiasen – Republic Services.
7. Utility Rate Structure.
8. Stormwater Projects – Update.
9. Public Works Director Report.
10. Next Meeting Date / Agenda Items.
11. Added Agenda Items.
12. Adjournment.

White Bear Township's Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.





**Utility Commission Meeting
February 13, 2020**

Agenda Number: 1 – 2- 3

Subject: Call to Order – 7:00 p.m.
WBT Administrative Conference Room

Approval of February 13 Agenda &
December 12, 2019 Minutes

Documentation: February 13, 2020 Agenda &
December 12, 2019 Minutes

Action / Motion for Consideration:

| | |
|------------------------|---|
| Call meeting to order: | 7:00 p.m. |
| Approval of Agenda: | February 13, 2020 (Additions / Deletions) |
| Approval of Minutes: | December 12, 2019 |

**MINUTES
UTILITY COMMISSION MEETING
DECEMBER 12, 2019**

The meeting was called to order at 7:02 p.m.

Present: Bernstein, DeLoach, Fredericks, Groschen, Hesse, Pehrson; Advisor: Christopherson; Commissioner: McCune

Absent: Hesse, Public Works Director: Reed, all with notice.

APPROVAL OF AGENDA (Additions/Deletions): Bernstein moved to approve the agenda as submitted. DeLoach seconded. Ayes all.

Upon discussion of adding “New Business” and “Old Business” sections to the agenda, and Fredericks wanting to discuss the dredge ditch 11 – maintenance of the water filtration system as an added agenda item. Bernstein motioned to amend his motion. DeLoach seconded. Ayes all.

George moved to amend the agenda to include “New Business” and “Old Business” as well as the Commission discussing ditch 11’s water filtration system. Bernstein seconded. Ayes all.

APPROVAL OF MINUTES OF OCTOBER 10, 2019: Fredericks moved the approval of the October 10, 2019 minutes. DeLoach seconded. Ayes all.

CONSENT AGENDA: Bernstein moved to approve of the Consent Agenda as follows: 4A) Monthly Sewer & Water Report; 4B) Receive Republic Services Monthly Service Report; 4C) Solid Waste Abatement Reports; 4D) Receive Solid Waste Abatement Report. DeLoach seconded. Ayes all. There was discussion of the quarterly utility billing payment analysis, how there should be another category for “other payment forms”.

REPUBLIC SERVICES REPRESENTATIVE – BEV MATHIASEN: Mathiasen was not present to report on this agenda item, but the Commission had some discussion and fleshed through some thoughts. There was discussion on the logistical changes to implement at the 2020 Township Clean Up Day. It was noted that staff will reach out to surrounding communities to see what worked well for them. The goal is to cut down on the abuse of this free service. The ways the Township is planning to cut down on the abuse are with the requirement of bringing a utility bill, and the recycling staff keeping count to ensure only 1 trip per resident. These ideas were discussed thoroughly and will continue to be discussed, as there is no way to fully police it, only to help cut down on the abuse. All of this implementation will be documented and posted in resident communication avenues.

There was also discussion of the Republic contract. The prices keep going up and there was discussion of what recycling really is. It was noted that it is just disposing of materials in a different form. It was noted that staff will discuss putting together a communication to send to residents asking for a vote. The Township doesn’t want to spend all of the residents’ money, but it is also important to be good stewards of the few fully recyclable products. There will be more discussion at the January Utility Commission meeting.

MINUTES
UTILITY COMMISSION MEETING
DECEMBER 12, 2019

BELLAIRE BEACH UNDERGROUND STORM SYSTEM: The Town Clerk reported that this agenda item is just for informational purposes that the Park Board passed on. Eventually the Park Board would like input on expanding the usable area for a stormwater pond. Commissioners are to look over the information and report back at the next meeting. It was noted that this project will be expensive and will require some utility funds. There was discussion of rainfall and tangible space where this stormwater pond would be. It was noted that staff will have the Town Planner visit at the January Utility Commission meeting to discuss this agenda item. There was some discussion on safety of the children with the playground nearby. It was noted that it may be cheaper to buy property.

COMMISSIONER'S REPORT: Commissioner McCune was present to report on **Water Gremlin:** There was a meeting with OSHA on Wednesday, December 12, 2019 at 7:00 p.m. at Jimmy's, which 200 to 300 people attended. It was an informational and educational meeting. The Township stayed out of the conversation. It was noted by a Commissioner that Water Gremlin is good for jobs, water consumption, employer, and a tax base. The point of the meeting is to inform residents that the Minnesota Department of Health's goal is to work with Water Gremlin to remedy these situations. The **Annual Town Budget Meeting** was on Tuesday, December 11, 2019 at 7:00 p.m. at Heritage Hall. There was slim turn out, but the budget passed as proposed. It was noted that the goal is to keep expenses low. **Pavement Management 2019** wrapped up well and all the residents who have commented remarked in favor of the work. **Pavement Management 2020** plans have begun. The residents have been assessed and there have been no protests. It is the south and southeast area of the Township that will require bigger construction projects to improve the roads. Monday, December 16th is the public hearing. The Town Engineers are putting together a feasibility study for the future **water system improvements**. The Town Board approved the **agreement with Whirlpool-Reynolds**, and staff are looking into how the Township can avoid that problem again. It was noted that Public Works can check the usage. The Contractors will be sending in another subcontractor to finish the **water meter installation** that the previous subcontractors should have finished. It was noted that the Town waived the quarterly fee for the residents who have not had their water meter replaced and they have tried but the subcontractors didn't communicate with them.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director was not present to report on the Public Works Department Activity for November 2019. At the Executive Town Board meeting of January 31, 2020, North Oaks developers will speak more on their journey of figuring out how to expand North Oaks. The Township will listen but so far is reserving their commitment to give water to the new development. **Water system improvements** were already discussed some previously, but questions were answered. The City of Birchwood's gravity **sanitary sewer connection** wrapped up well. There was discussion over the **Ramsey County street improvements** set to be done summer of 2020. There was also discussion of bike trails, the County Road J/35E interchange, and Ramsey County turn backs.

WHITE BEAR LAKE DREDGE DITCH 11 – MAINTENANCE OF WATER FILTRATION SYSTEM: Fredericks reported that he wanted to discuss this item and how residents in the area would be paying for and maintaining the proposed changes on ditch 11. It was noted that it is a

**MINUTES
UTILITY COMMISSION MEETING
DECEMBER 12, 2019**

discussion for the Rice Creek Watershed District (RCWD). There is an informational meeting on Wednesday, December 18, 2019 at 6:30 p.m. at Hugo City Hall.

There was further discussion, but it was the consensus that this informational meeting is the first place to start and few of the Commissioners will go.

ADDED AGENDA ITEMS: The next meeting date is scheduled to be January 9, 2020.

Bernstein moved to adjourn the meeting at 8:16 p.m. DeLoach seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary

DRAFT



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 4a - Consent

Subject: Receive Monthly Sewer & Water Report

Documentation: To Be Handed Out at Meeting

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 4b - Consent

Subject: Quarterly Utility Billing Payment Analysis

Documentation: To Be Handed Out at Meeting

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 4c - Consent

Subject: Receive Watermain Leak Reports

Documentation: Reports

Action / Motion for Consideration:
Receive Information



WATERMAIN LEAK REPORT

NO.: 3

LOCATION: 5554 Katie Ln.

TIME REPORTED: 12:45 PM

DATE: 1.11.20

REPORTED BY: Ramsey Co. Sheriff Dispatch

ADDRESS: 5554 Katie Ln.

REPORT RECEIVED BY: Peter Tholen

DESCRIPTION OF RUPTURE OR BREAK: Corroded Bolts

PROBABLE CAUSE OF RUPTURE OR BREAK: Hot Soil

SIZE AND MATERIAL OF PIPE: 6" Gate Valve

QUANTITY OF WATER ESCAPING: 47,100 Gal.

G.P.M.: 225

TIME CREW REACHED SITE OF LEAK: 2:30 PM

DATE: 1.11.20

TIME FLOW OF WATER WAS STOPPED: 4:15 PM

DATE: 1.11.20

TIME WATER ON AFTER REPAIRS: 7:30 PM

DATE: 1.11.20

ACTION TAKEN TO REPAIR LEAK: Replaced the bolts and the gasket

REMARKS:

WORK PERFORMED BY: Water Conservation Services was called to locate the leak and St. Paul Regional Water completed the repair.



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 4d - Consent

Subject: Receive Republic Services Monthly Service Report

Documentation: Report

Action / Motion for Consideration:

Receive Information



Service Report By Month for White Bear Township

Calls from residents, reported as 'missed pick-ups'

| | Trash | YardWaste | Recycle | Totals |
|-----------|-------|-----------|---------|--------|
| JANUARY | 13 | 0 | 15 | 28 |
| FEBUARY | 11 | 0 | 5 | 16 |
| MARCH | 0 | 0 | 8 | 8 |
| APRIL | 1 | 0 | 6 | 7 |
| MAY | 0 | 0 | 1 | 1 |
| JUNE | 9 | 1 | 3 | 13 |
| JULY | 13 | 21 | 10 | 44 |
| AUGUST | 2 | 2 | 2 | 6 |
| SEPTEMBER | 14 | 0 | 12 | 26 |
| OCTOBER | 3 | 2 | 3 | 8 |
| NOVEMBER | 2 | 2 | 0 | 4 |
| DECEMBER | 1 | 0 | 0 | 1 |

| | |
|--|--------|
| Possible collection sites per system, per week | 3,851 |
| Possible collection sites per system, per month, with 4.33 weeks per month | 16,675 |
| Possible collection sites for all routes per month April 1 - Nov 30 | 50,024 |
| Possible collection sites for all routes per month Dec 1 - March 31 | 33,350 |



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 4e - Consent

Subject: Receive Sold Waste Abatement Report

Documentation: Report

Action / Motion for Consideration:

Receive Information

SOLID WASTE ABATEMENT FROM COLLECTORS
REPORTED BY REPUBLIC SERVICES

FOR THE CITY OF:

White Bear Township

REPORT PERIOD:

Nov-19

HOUSEHOLD RECYCLING PARTICIPATION

| | |
|--|--------|
| Total number of possible recycling stops this month: | 10,210 |
| Number of actual recycling stops this month: | 7,628 |
| Participation: | 75% |

TOTAL WEIGHT COLLECTED FOR THIS MONTH:

RESIDENTIAL:

| | |
|--|--------|
| Newspaper | 66,027 |
| *includes mixed mail, magazines & phonebooks | |
| Glass | 31,321 |
| Cans | 11,005 |
| Cardboard- OCC | 45,711 |
| Plastic | 15,237 |

TOTAL WEIGHT COLLECTED

169,301 Pounds

Republic Services certifies that the above stated figures are an accurate account and the reported information will not be used for abatement totals or reimbursements for any other city or recycling program.

December 30, 2019





**Utility Commission Meeting
February 13, 2020**

Agenda Number: 5

Subject: Commissioner's Report

Documentation: None

Action / Motion for Consideration:

Receive Information



Utility Commission Meeting February 13, 2020

Agenda Number: 6

Subject: Bev Mathiasen – Republic Services

Documentation: None

Action / Motion for Consideration:

Receive Information/Discuss

Minutes
Utility Commission Meeting
December 12, 2019

REPUBLIC SERVICES REPRESENTATIVE – BEV MATHIASEN: Mathiasen was not present to report on this agenda item, but the Commission had some discussion and fleshed through some thoughts. There was discussion on the logistical changes to implement at the 2020 Township Clean Up Day. It was noted that staff will reach out to surrounding communities to see what worked well for them. The goal is to cut down on the abuse of this free service. The ways the Township is planning to cut down on the abuse are with the requirement of bringing a utility bill, and the recycling staff keeping count to ensure only 1 trip per resident. These ideas were discussed thoroughly and will continue to be discussed, as there is no way to fully police it, only to help cut down on the abuse. All of this implementation will be documented and posted in resident communication avenues.

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**Utility Commission Meeting
February 13, 2020**

Agenda Number: 7

Subject: Utility Rate Structure

Documentation: E-mail & attachments

Action / Motion for Consideration:

Receive Information/Discuss

Patti Walstad

From: Lynette Olinger
Sent: Wednesday, January 22, 2020 3:53 PM
To: Patti Walstad; Pat Christopherson; Tom Kelly
Subject: WBT Water Meter Rate Structure

John Clayton, 18 Osprey Ct., called questioning why he is being charged \$10 more per quarter for his 1 inch meter versus a $\frac{3}{4}$ inch meter. He referenced the St. Paul Regional Water class-action lawsuit. See article.

I informed Mr. Clayton that I would add his question to the utility commission agenda to discuss the meter fee and the history of it and that I would get back to him.

Thanks. Lynette

St. Paul water utility to refund customers who were overcharged

Homeowners who have 1-inch meters can expect to receive checks ranging from \$120 to \$320.

By James Walsh Star Tribune | JANUARY 17, 2020 – 7:21PM

TEXT SIZE

Nearly 6,000 customers of St. Paul Regional Water Services will receive refunds as part of a \$1.5 million settlement of a class-action lawsuit filed in 2018.

PRINT

Homeowners in St. Paul, Mendota Heights, Falcon Heights, Roseville, Sunfish Lake and other cities who have 1-inch meters can expect to receive checks ranging from \$120 to \$320.

EMAIL

The settlement, approved by the water services board of commissioners this week, is the result of a lawsuit filed by homeowners who said they were unfairly charged for having larger meters. Most of the service's 94,000 customers have meters smaller than those affected by the refund.

PRINT

The settlement will be paid from St. Paul Regional Water Services' budget, which is not part of the city's budget.

Officials said additional information on the settlement will be available within the next few days on the [Regional Water Services webpage](#).

James Walsh is a reporter covering St. Paul and its neighborhoods. He has had myriad assignments in nearly 30 years at the Star Tribune, including federal courts and St. Paul schools.

✉ jim.walsh@startribune.com ☎ 612-673-7428 🐦 [stribjwalsh](#)

<http://www.startribune.com/st-paul-water-utility-to-refund-customers-who-were-overcharged/567093952/>

2020 ANNUAL TOWNSHIP MEETING

The Annual Township Meeting will be held on Tuesday, March 10, 2020 at 7 pm at Otter Lake Elementary School, 1401 County Road H2 E, White Bear, MN 55110.

Watch Town website, www.whitebeartownship.org, for more information.

2020 Utility Rate Update

Annually, the Utility Commission reviews the Town's utility rates. The goal of the Town's utility rates is to cover 100% of operation costs and 75% of depreciation. Cash balances of each fund may increase or decrease from one year to the next based on improvement projects funded by each fund. Below is a comparison of current and new rates. The new rates take effect 2020 - 1st quarter utility bill for service from January thru March. This bill will be mailed out in April and due May 10th.

Residential Rates

| | 2019 | 2020 |
|--|---------|---------|
| WATER | | |
| Meter Fee: | | |
| 5/8" or 3/4" | \$21.25 | \$21.75 |
| 1" | \$31.50 | \$32.25 |
| Volume Rate: | | |
| • Tier 1: 0 - 20,000 gallons | \$ 2.35 | \$ 2.35 |
| • Tier 2: 20,001 - 32,000 gallons | \$ 2.60 | \$ 2.60 |
| • Tier 3: 32,001 - 44,000 gallons | \$ 3.38 | \$ 3.40 |
| • Tier 4: 44,001+ gallons | \$ 5.75 | \$ 6.00 |
| Irrigation: | \$ 3.38 | \$ 3.40 |
| SEWER | | |
| Base Rate*: | \$51.00 | \$52.00 |
| Volume Rate: | \$ 4.00 | \$ 5.00 |
| <i>Sewer rate is based on winter quarter water usage</i> | | |
| * Base residential rate includes 5,000 gallons of usage. Over 5,000 gallons will be billed at the volume rate per 1,000 gallons. | | |
| STORM WATER | | |
| Flat Fee per Quarter | \$21.00 | \$22.50 |

Commercial Rates

| | 2019 | 2020 |
|-----------------------|---------|---------|
| WATER | | |
| Meter Fee: | | |
| 1" | \$31.50 | \$32.25 |
| 1 1/2" | \$44.50 | \$45.50 |
| 2" | \$56.25 | \$57.55 |
| 3" | \$79.60 | \$81.40 |
| Volume Rate: | \$ 3.38 | \$ 3.40 |
| Irrigation: | \$ 4.20 | \$ 4.25 |
| SEWER | | |
| Base Rate: | \$45.15 | \$46.00 |
| Volume Rate: | \$10.00 | \$12.50 |
| STORM WATER | | |
| Per Unit* per Quarter | \$21.00 | \$22.50 |

* Unit defined as 4,000 square feet of impervious surface.

All volume rates are per 1,000 gallons



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 8

Subject: Stormwater Projects - Update

Documentation: None

Action / Motion for Consideration:



**Utility Commission Meeting
February 13, 2020**

Agenda Number: 9

Subject: Public Works Director Report

Documentation: Report

Action / Motion for Consideration:

**White Bear Township
Town Board Update
On
Public Works Department Activity
(January 2020)**

1. Lift Station Upgrades–

- Lift Station #9 (the last of the Town’s 10 Lift Stations to be rehabilitated) – The startup was completed on December 19th and the Town is now monitoring the Lift Station through SCADA. During the start up the Portable Generator, connection was incorrect per the specifications. The Town Engineer is working with Penn Contracting on replacing the Portable Generator connection with the specified type. The concrete driveway and site restoration to be completed in the early summer of 2020.

2. Safety

- This month’s Safety Training was cancelled due to a snow fall on the morning of the training. Staff will reschedule with Safe Assure.

3. Water Meter Repair/Reading

Water meter replacement project update – A new installation subcontractor, HydroCorp started on Monday, 1/20/2020.

Through 1/30/2020, 113 accounts have been upgraded. There are an additional 111 accounts now scheduled for change out.

Where we started out- 375 accounts

308 accounts needing upgraded equipment – meter and/or radio

11 accounts with meters installed backwards

56 accounts with radio communication issues

All accounts that have not scheduled yet and have a phone number in our records have been called.

Next week, February 3rd, 2020, the remaining accounts will be visited in person with door hangers left if no one answers.

Now as of 1/30/2020 – We have 151 resident accounts needing to schedule - 40% of the total 375.

- Commercial meter testing – Will continue in 2020

4. 2020 Capital Equipment Purchases/Capital Improvement Projects

- Mill and Overlay Administration Parking Lot - \$50,000.00
- Purchase replacement Plow Truck (#49) - \$300,000.00
- Purchase replacement Asphalt Hot Box - \$70,000.00. May be a hook truck mounted unit vs. trailer mounted.

- Reconstruct Columbia Park Parking Lot - \$250,000.00
- Rehabilitate Bellaire Beach Park - \$200,000.00
- Storm Water Projects – Reestablish drainage flow along north side of R.R. tracks between Division Street and Eagle Street; Water Quality Improvements to storm water discharge locations at both Park St (Outfall 6) and St. Anthony Ave (Outfall 5); Replace storm pipe running from Liebel Street under Highway 61 and the railroad tracks; estimated at \$400,000.00 along with grant assistance reimbursement award from RCWD for the Park St and St. Anthony Ave.

5. Storm Water Program

- The Town Engineer will be developing plans and specifications for Outfalls 5 and 6 that discharge into Bald Eagle Lake.
- The Town Engineer and Public Works Director, over the winter, develop a planned replacement of the long culvert that inlets on Liebel Street, crosses Highway 61 and the Railroad Tracks and outlets in the ditch along Hugo Road.
- Staff will be completing an updated SWPPP for submittal to the MPCA.

6. Water system improvements/issues

- Manganese update – Plans and specifications are being brought the February 3rd Town Board meeting for acceptance, approval, and to authorize bidding.
- The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave and Gaston Ave, on Hugo Road. The also East Bald Eagle Boulevard between Eagle Street and Beaver Street. There have been roughly 8+ watermain breaks between Taylor Avenue and Gaston Avenue over the last 30 years and equal number on EBE. The watermain is a 12” line. One home would be without water. We can temporary water from a hydrant on Taylor while the work is completed, for the resident at 5475 Hugo Road.
- Hammond Road Water Tower repainting in 2019 –There are remaining punchlist items to complete in early 2020. The installation of the concrete floor is the largest remaining punchlist item.
- A meeting regarding establishing an interconnect, for area south of TH 96, soon with the City of White Bear Lake’s Public Works Director/City Engineer.
- The Public Works Director will be working on drafting the America’s Water Infrastructure ACT 2018 (AWIA) requires an assessment of the Town’s Water System be completed and submitted by June 30, 2021. The Emergency Response Plan (ERP) follows closely behind, due December 31, 2021.

7. Sanitary sewer system improvements/issues

- Staff is working with the City of Birchwood’s Engineer to remove lift station #1’s SCADA screen and related programming from the Town’s SCADA computer. He will also coordinate the televised inspections of the sanitary sewer service line connections.

- The Town Engineer has verified the capacity of the Centerville Road sanitary sewer line, based on the development projections provided by the North Oaks Company.

8. Street Improvement Program.

- A Public Informational meeting regarding 2020 Street Improvement Project meeting will be held on February 6th @ Heritage Hall.

9. Sign replacement program (retroreflectivity standard)

- Street name sign replacement will begin in 2021 per this year's revised CIP.

10. Personnel Updates:

-

11. Park Projects:

- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. This year's project has included the Well and Lift Station parking lots. The Town Board accepted the bids and awarded the bid to Borderlines Pavement. Progress has been slowed by the rainy September weather.
- Maintenance continues on the Outdoor ice rinks.

12. Ramsey County Projects within the Township;

2020

- West Bald Eagle Boulevard from County H-2 south to Bald Eagle Avenue.
- East Bald Eagle Boulevard from Bald Eagle Avenue to Buffalo Street
- Buffalo Street from Highway 61 west to East Bald Eagle Boulevard.
- County Road H-2 from West Bald Eagle Boulevard to Centerville Road.
- Otter Lake Road from Goose Lake Road to Highway 96.
- Century Avenue from Cedar Avenue to Co Rd F. (The Public Works Director met with Andrew Giesen, a Washington County Engineer regarding the Century Avenue work for 2020). This is a joint project between the two counties.

2020-2023 Proposed

- Co Rd J from Otter Lake Road to Centerville Road (Design 2020, Reconstruction 2023)
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F?

- South Shore Boulevard Mill and Overlay from White Bear Avenue to Co Rd F in 2020.
- Hugo Road Mill and Overlay from Park Ave to Co Rd J.
- Co Rd F from McKnight Road to Century (East Co Ln)
- Portland Avenue from Highway 96 to Taylor Avenue.
- East Bald Eagle Boulevard from Buffalo Street to Taylor Avenue?

13. Informational sharing regarding Public Works in general:

Public Works Jobs for January 2020

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations and A.E.D., fall harnesses
2. Continuing doing water testing and monitoring of the Towns water system
3. Continuous water testing at well's 1, 3, 4, 5 and 6
4. Continued various water meter and Radio repairs
5. Water shut off for home repairs
6. Locating and trying to operate curb stops for meter installation
7. New construction water turn on's and radio programing
8. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
9. Completed SCADA alarm testing of all lift stations and wells(including Birchwood and North Oaks lift stations)
10. Sign installation and repairs throughout the Township
11. Continuing winter ice/snow removal operation's on roads and trails/sidewalks
12. Emptied trash in all the parks
13. Brush and tree removals on Town trails
14. Started tree trimming in 2020 proposed street project area
15. Cont. to flooding ice rinks at Mead, Eagle and Red Pine Park
16. Assembled office furniture and hung a TV in the Admin. Building
17. Completed staff equipment training

Mechanic jobs for January 2020

- Installed new batteries in #36 (1-ton dump)
- Repaired LED warning lights on #40 (5 yd. dump)
- Repaired cushion block with multiple fittings and hoses on #49 (5 yd. dump truck)
- Found the #21 (Toolcat) had a bad alternator, with the cab having to be removed it was sent in in for repairs
- Trained multiple staff member how to operate #48 (water tanker) and flooded ice rinks
- Brought new pickup in to have it undercoated at Zebart
- Installed a battery tender to the #15 (Mini Excavator)

- Replaced the alternator on #41 (5yd dump truck)
- Started the quote process for the new Tandem dump truck scheduled for replacement in 2020
- Doing research on brine tank set ups and operation.
- Ordered 2 new tailgate brine tanks to pre-wet the salt, this will aid in reduced use of salt
- Researched new carbide cutting edges



Utility Commission Meeting February 13, 2020

Agenda Number: 10

Subject: Next Meeting Date – Agenda Items

Documentation:

Action / Motion for Consideration:

| MARCH 2020 | | | | | | |
|------------|--------|---------|-----------|----------|--------|----------|
| SUNDAY | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY | SATURDAY |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

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**Utility Commission Meeting
February 13, 2020**

Agenda Number: 11 - 12

Subject: Added Agenda Items

Adjournment

Documentation: FYI Items

Action / Motion for Consideration:

