

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for Rescheduled Council Meeting of February 28, 2022

- Item 1 CALL TO ORDER Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL Prerogative of the Mayor to request a Roll Call from the Deputy City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items listed under the consent agenda as presented.

A. Appointment

1. Community Events Committee (Mayoral)
 - a. Bruce Smith

B. Approval of Minutes

1. City Council 02/07/22
2. Committee-of-the-Whole 02/07/22
3. Planning Commission 12/14/21
4. Beautification Advisory Commission 01/12/22 w/ recommendation
 - a. 2022/2023 Proposed Budget
5. Citizens' Recreation Commission 12/14/21
6. Historical Commission 12/09/21

C. Monthly Financial Report

1. Monthly Financial Report – January 2022

D. Bids/Proposals/Contracts

1. 2021 CDBG Subrecipient Agreement

- a) Memo 02/16/22 – Assistant City Administrator
- b) 2021 CDBG Subrecipient Agreement

E. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers

- a) 2019 Sewer Structure Rehabilitation - Invoice No. 0135687 - 02/09/22 - \$110.25;
 - b) 2020-2021 Water Main Replacement Program - Invoice No. 0135688 - 02/09/22 - \$2,476.00;
 - c) 2020 Concrete Pavement Repair Program - Invoice No. 0135689 - 02/09/22 - \$366.25;
 - d) Sewer Rehabilitation - Lining - Invoice No. 0135690 - 02/09/22 - \$225.55;
 - e) Sewer Rehabilitation - Open Cut - Invoice No. 0135691 - 02/09/22 - \$333.75;
 - f) 2021 Misc. Concrete Repair - Invoice No. 0135692 - 02/09/22 - \$205.05;
 - g) 2021 Sewer Rehab. By FCIPP - Invoice No. 0135693 - 02/09/22 - \$4,315.79;
 - h) Risk & Resiliency - Invoice No. 0135694 - 02/09/22 - \$129.35;
 - i) 2021-2022 General Engineering - Invoice No. 0135695 - 02/09/22 - \$794.15;
 - j) Vernier Rd. Water Main Replacement - Invoice No. 0135496 - 01/28/22 - \$6,996.00;
 - k) DPW Water & Sewer Garage - Pay Application No. 4 - Ashor Associates - 02/09/22 - \$137,468.33;
 - l) 2021 Sewer Rehab by Full Length CIPP Lining - Pay Estimate No. 2 - Insituform Technologies USA, LLC - 01/26/22 - \$163,261.50.
2. WCA Assessing - Invoice No. 02102022 - 02/10/22 - \$6,508.50.
3. Hallahan & Associates, P.C. - Professional Services - Invoice No. 19232 - January 2022 - \$208.57.
4. McKenna - Professional Services - Invoice No. 21849-48 02/08/22 - \$2,600.00.
5. Keller Thoma - Labor Attorney
- a) Invoice No. 121631 - 02/01/22 - \$218.75;
 - b) Invoice No. 121632 - 02/01/22 - \$3,329.80.
6. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - City Attorney - Invoice No. 1076962 - 02/09/22 - \$4,060.00.
7. York, Dolan & Tomlinson, P.C. - City Attorney - January 2022 - 02/07/22 - \$4,665.50.
8. Jacobs & Diemer, P.C. - Claim No. JPJPC-20222Q - (Services through 01/31/22) - 02/18/22 - \$14,506.50.

Item 6 ACCEPTANCE OF THE AGENDA Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 7 COMMUNICATIONS

Item 7A ALLARD AVENUE RECONSTRUCTION The Director of Public Services, in his memo dated January 28, 2022, stated that Council approved funds for soliciting bids and design engineering for the reconstruction of Allard from Chester to the west city limit. The project includes asphalt patching on Lochmoor from Wedgewood to east city limit, Lennon from Mack to west city limit, Bramcaster from Prestwick to Huntington, and the Torrey Rd. Municipal Parking Lot.

During the design process, Anderson, Eckstein and Westrick, Inc. (AEW) found that all existing sewers on Allard Avenue should be replaced requiring additional work and a budget amendment from the Water/Sewer Fund Balance.

On January 11, 2022, six bids were received and Florence Cement Company was the lowest qualified bidder. Based on their satisfactory work history and the recommendation of AEW, the Director recommends awarding the bid to Florence Cement Company.

In addition, the Director recommends construction engineering to be provided by AEW in an amount not to exceed \$131,500.00.

I concur with his recommendation and do not believe any benefit will accrue to the City by seeking further bids.

This is a budgeted item in the 2021/2022 fiscal year budget, however, due to the additional sewer work discovered, a budget amendment will be required.

Prerogative of the City Council to award the Allard Avenue Reconstruction Project to Florence Cement Company in the amount of \$979,779.79, authorize Anderson, Eckstein and Westrick, Inc. to provide construction engineering in the amount of \$131,500.00 with a total project cost not to exceed \$1,111,279.79 and approve a fund balance transfer from the Water/Sewer Fund Balance Account No. 592-000-697.000 into both the Water/Sewer Concrete Repair Account No. 592-537-975.400 in the amount of \$137,779.79 and Water/Sewer Concrete Engineering Account No. 592-537-975.401 in the amount of \$12,000.00.

Item 7B WATER METER READING REQUIRED UPDATE The Director of Public Services, in his memo dated February 16, 2022, stated that 6,869 homes and businesses have radio read Badger Water Meter Transmitters installed in them. In 2020, T-Mobile purchased Sprint and planned to upgrade their network to 5G nationwide requiring the city to change the four gateways in the system to cellular read.

Badger Meter Inc. provided a quote for four new gateways in the amount of \$14,600.00 and recommended Noash Construction, Inc. as the contractor to install the gateways. Noash Construction is very experienced with Badger Meter products and provided them

with great work. Noash Construction provided a quote to install the gateways in the amount of \$16,620.00.

The Director recommends approval of the purchase of four gateways from Badger Meter Inc. in the amount of \$14,600.00 and the installation of the gateways to be provided by Noash Construction, Inc. in the amount of \$16,620.00 with an installation contingency in an amount not to exceed \$3,000.00 for any unforeseen problems. The total project will not exceed \$34,220.00.

I concur with his recommendation. This is a budgeted item included in the 2021/2022 Fiscal Year Budget and do not believe any benefit will accrue to the City by seeking further bids.

Prerogative of the City Council to approve the purchase of four new gateways from Badger Meter Inc. in the amount of \$14,600.00 with funds to be taken from the Water/Sewer Repair and Maintenance Operating Supplies Account No. 592-537-757.000 and authorize Noash Construction, Inc. to provide installation of the gateways in the amount of \$16,620.00 with an installation contingency in an amount not to exceed \$3,000.00 for a total project cost not to exceed \$34,220.00, with funds to be taken from the Water/Sewer Repair and Maintenance Contractual Services Account No. 592-537-818.000.

Item 7C

LAKE FRONT PARK AQUATIC FACILITY FILTER ROOM CATWALK AND

REPLACEMENT The Director of Public Services, in his memo dated February 16, 2022, stated that The Lake Front Park Aquatic Facility filter room has 50 feet of catwalk and an additional 20 sq. ft. grate that is deteriorating. These grates are periodically removed by employees for cleaning. The catwalk is becoming a safety issue for operators to walk on.

The city received quotes to replace the filter room catwalk with Titus Welding Company being the lowest qualified bidder and has provided satisfactory work for the Milk River Intercounty Drain Drainage district.

The Director is recommending replacement of the Lake Front Park Aquatic Facility filter room catwalk by Titus Welding Company in the amount of \$29,135.00 with funds to be taken from Parks and Recreation Equipment Account No. 101-774-977.000.

I concur with his recommendation and do not believe any benefit will accrue to the City by seeking further bids. This is a budgeted item included in the 2021/2022 fiscal year budget.

Prerogative of the City Council to authorize the replacement of Lake Front Park Aquatic Facility filter room catwalk by Titus Welding Company in the amount of \$29,135.00 with funds to be taken from the Parks and Recreation Equipment Account No. 101-774-977.000.

Item 7D

RESIGNATION – CITIZENS’ RECREATION COMMISSION Prerogative of the Mayor to accept the resignation of Sarah Seger from the Citizens’ Recreation

Commission with regret, and direct that appropriate thanks and recognition be sent to Ms. Seger.

Item 9 NEW BUSINESS/PUBLIC COMMENT Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 10 ADJOURNMENT Upon the conclusion of public comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted.

A handwritten signature in black ink that reads "Frank Schulte". The signature is written in a cursive style with a large initial "F" and a long, sweeping underline.

Frank Schulte
City Administrator