

Public Works Commission Meeting Tuesday, June 11, 2024

Members Present: Alders Board, Bartz, and Wetzel, Commissioner Thompson

City Employees present: Public Works Director Andrew Beyer, Water Systems Manager Peter Hartz, Building Inspector Brian Zirbes, Finance Manager Mark Stevens and City Attorney Steven Chesebro.

Others present 12 citizens, three unidentified callers.

1. Call to Order: Chairman Board opened the meeting at 5:30 p.m. Quorum was present.

2. Comments and Suggestions from Citizens Present: None

3. Review and Approve Minutes from April 9, 2024 and May 14, 2024. Motion to approve by Wetzel, seconded by Bartz. Motion carried unanimously.

4. Business

It was requested, and the commissioners concurred, to move item C to the first item of business.

C. Review and take action: Award Fire Station bid package for overhead doors:

Motion by Thompson, seconded by Bartz, to accept the Reliable Dock & Door base bid of \$678,850 for Bid Package #9 – Overhead Doors. Motion carried unanimously.

A. Review & take possible action: Explore options to service area 4 of the Town of Emmet Cooperative Boundary Agreement with Public Water and Sanitary Services.

Engineer Beyer presented two options to the commission:

1. Extend utility mains and assess affected property owners cost of sewer and water main extensions per Chapter 512-2(C) and Chapter 512 Article III of City code. Property owners would be assessed design, construction, and administrative costs based on assessable linear footage of frontage for each benefited property within an assessment district.
2. Property owners to address sewer and water main extensions at time of well or septic failure following application process and requirements set forth in Chapter 512-2 (B) and Chapter 512 Article III of City code. It's important to note that construction projects take several years to develop before a shovel is put in the ground. Appropriate planning and design need to take place prior to construction.

Several of the citizens present spoke regarding this issue; with concerns about the annexation in general, the overall costs for sewer and water systems installation, and the impact on their property.

Motion by Thompson, supported by to establish a special assessment district for service area 4 of the Town of Emmet, and for the engineering department to begin the process of design of the system. This motion is based on the recognition of possible failure of the existing well and septic systems and the hardship that would be created in the event for affected residences. Additionally, this is consistent with the intent of the Cooperative Boundary Agreement.

Motion carried unanimously.

B. Review and take action: 2024 Compliance Maintenance Annual Report (CMAR) – Wastewater Utility permit to discharge summary.

Water Systems Manager Hartz presented the annual report as revised. The revisions included updates for future project costs, and summaries throughout the report.

Motion by Thompson, supported by Wetzel, to accept the 2024 Compliance Maintenance Report (CMAR) – Wastewater Utility permit to discharge summary, and to forward a resolution to the City Council in support of the report.

Motion carried unanimously.

5. ADJOURNMENT

Motion to adjourn by Bartz, seconded by Wetzel. Carried by unanimous vote.

Meeting adjourned at 6:15 PM

Respectfully submitted,

Steve Board
Public Works Commission Chair

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.