

## PUBLIC WORKS COMMISSION

10:30 A.M.

Wednesday, January 8, 2025

Present: Jim FitzGerald  
Shane Hoff  
Spencer Ketola

Excused: Dustin Goutermont  
Vacant

Corey Cook – Public Works Superintendent  
Lana Fralich – City Administrator  
Joshua Stier – City Engineer, Bolton & Menk  
Carolyn Hudyma

FitzGerald called the meeting to order at 10:30 a.m.

**Appoint Commission Chair-** Motion by Hoff, second Ketola to appoint Dustin Goutermont as Commission Chair. MOTION CARRIED.

**Appoint Alternate Commission Chair-** Motion by Ketola, second Hoff to appoint Jim FitzGerald as Alternate Commission Chair. MOTION CARRIED.

**Agenda** – Motion by Ketola, second Hoff to approve the agenda as presented. MOTION CARRIED.

**Minutes** – Motion by Hoff, second Ketola to approve minutes of the December 4, 2024 regular meeting. MOTION CARRIED.

### COMMUNICATIONS –

**Public Comment Guidelines-** Commission reviewed public comment guidelines as approved by City Council. Carolyn Hudyma expressed her concern regarding having more two-way conversations and town hall meetings. She is asking the board to encourage more civic engagement and revise the guidelines in the future. Member Hoff assured her that two-way conversations will still happen.

### OLD BUSINESS

**Lake County CSAH Project-** City Administrator Fralich presented information regarding the proposed CSAH 32 reconstruction of Edison Blvd between Penn Blvd and Horn Blvd and Banks Blvd between Horn Blvd and Davis Dr. Discussion regarding emerald ash borer in the city trees, removal of 41 trees along the CSAH project and potential replacement of trees thru the ReLeaf grant program. Lake County is doing an inventory of all trees to create a management plan. Carolyn Hudyma stated she felt this was an opportunity to receive public input regarding placement of trees & species of trees. Trees will need to be removed by March 31st and residents will be notified. Joshua Stier, City Engineer provided information regarding the replacement of utility lines during the project, that the Feasibility Report is complete and will be presented to city council. He is recommending the city hold an informational meeting the week prior to holding the required public hearing.

**City-wide Road & Utility Improvement Project- Phase 1-** Joshua Stier presented updated information regarding city hall parking lot, implementing the cost saving measures as discussed at a prior meeting, and a proposal to complete the engineering for bidding at a cost of \$29,000. Discussion regarding city hall parking lot being part of Phase 1, can start prior to the city-wide road and utility improvement portion, and that city insurance agent recommended doing the parking lot. Member Hoff suggested adding Mary MacDonald parking lot. Discussion followed regarding Mary MacDonald parking lot areas to repair, funding, quote requests, ADA compliance, and further discussion followed regarding Liquor Store and Reunion Hall parking lots. Consensus of the board was to have Bolton & Menk amend their proposal to include the Mary MacDonald parking lot. The Board reviewed the current plans for the Phase 1 of the City-wide road and improvement project and discussed areas for cost savings such as sidewalks on one side of the street vs both in select areas, street widths, placement of utility lines in center of streets, and backyard structures over utility lines. Consensus of board is to recommend sidewalks on one side of roads where possible.

NEW BUSINESS –None at this time.

Motion by Hoff, second Ketola to adjourn at 12:17 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson