

PUBLIC WORKS COMMISSION

10:30 A.M.

Wednesday, August 6, 2025

Present: Jim FitzGerald
Shane Hoff
Erica Jensen
Spencer Ketola

Excused: Dustin Goutermont

Lana Fralich – City Administrator
Josh Stier, City Engineer, Bolton & Menk
Carolyn Hudyma

Alternate Chair FitzGerald called the meeting to order at 10:35 a.m.

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

Minutes – Motion by Jensen, second Ketola to approve minutes of the April 9, 2025 regular meeting. **MOTION CARRIED.**

COMMUNICATIONS –

Public Comment- None at this time.

OLD BUSINESS

Lake County CSAH Project- Josh Stier reports the project is running approximately a month behind schedule. Utility lines are complete on Edison, storm sewer lines are currently being installed, and paving is estimated to be done late August/early September. Construction has started on Banks from Edison to Horn with the goal of completing the area by the school prior to school starting and there is discussion with the County regarding stopping construction at Edison for this year and extend timeframe to 2026 to complete. City Engineer will reach out to the County to discuss the possibility of engineering plans to include Davis Drive in during the 2026 construction if CSAH timeframe gets extended. Discussion continued regarding no effect to property assessments if extended, potential savings if booster station and street/utility are done at the same time, funding sources, and timeline. Further discussion on garbage pickup, lack of directional signage to Mary MacDonald businesses causing confusion, and noting lessons learned to avoid similar issues in the future.

City-wide Road & Utility Improvement Project- Phase 1- Josh Stier presented a proposal to complete the final engineering for the improvement project. Board reviewed phase 1 improvements to Adams, Arthur, Aiken, Bell, and a portion of Banks which include sidewalks on one-side where possible, replace/rehab of sewer, water, storm water, new pavement, and driveway approaches. Discussion regarding the moving of public utilities into the public right of way on Banks, and grant funding secured for new box culvert to alleviate flooding. Timeline of project would be submitting proposal for final design to council in Sept. 2025, advertisement for bids in March 2026, award bid in April 2026, and project start May 2026.

Discussion of funding sources, city debt, County responsibility of the Banks/Adams roadway in the amount of \$750,000, Bolton & Menk fee of \$589,000, assessment fees and public hearing. The total of project is \$12,756,284.50. Motion by Jensen, second Ketola to recommend to Council to approve the final engineering proposal with Bolton & Menk, Inc. as presented. MOTION CARRIED.

City Hall Parking & Mary Mac Update- Construction is expected to start the week of August 11th for the City Hall parking lot, beginning with the lower end by the Police Department and then proceed to the upper parking lot. Completion date is estimated of October 12th. Discussion regarding moving the utility drop box to side of building and moving the flag pole from the police department area to front of City Hall.

Multi-Modal Trailhead Center Project Update- Groundbreaking was held August 4th and was well attended. Construction has started with completion estimated at February 2026. Project updates will be posted on the city website.

Perimeter Ditching- The city is working on obtaining funding for the perimeter ditching, Bolton & Menk will be applying for a grant on behalf of the city. Discussion followed regarding erosion control as part of the engineering and assessment, securing legal access to the ditches even if by eminent domain, and legal options for those affected by flooding.

Sidewalks- Contract with Steve VanHouse has been signed with repairs to be completed by October. An addendum may need to be added for the recent breaks Marks/Nelson.

Staffing- The Public Works department has been short-staffed and interviews will be conducted in coming weeks. Projects have been taking longer to complete because of staff shortage.

NEW BUSINESS –

Black Beach Park - Discussion regarding funding opportunities for the next phase for Black Beach Park area such as expansion of trails, parking lots, primitive campground sites, and possibly campground expansion.

Maintenance Plan for Streets- Discussion regarding having a maintenance plan in place for the streets that have been already repaired, chip sealing, crack sealing, and timelines. City Engineer will submit a proposal to do a Pavement Management Plan to be included as part of the Capital Plan.

Motion by Hoff, second Jensen to adjourn at 12:08 p.m. MOTION CARRIED.

Minutes taken by Lisa Christenson