

PUBLIC WORKS COMMISSION

10:30 A.M.

Wednesday, January 7, 2026

Present: Erica Jensen
Jim FitzGerald
Shane Hoff
Spencer Ketola

Absent: Dustin Goutermont

Lana Fralich – City Administrator
Josh Stier, City Engineer via ZOOM

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

Appoint Commission Chair- Motion by Hoff, second FitzGerald to appoint Erica Jensen as Commission Chair. MOTION CARRIED.

Newly elected Chair Jensen began presiding over meeting.

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

Agenda – Motion by FitzGerald, second Ketola to approve the agenda with addition of Stormwater Utility Communication. MOTION CARRIED.

Minutes – Motion by Hoff, second FitzGerald to approve minutes of the December 3, 2025 regular meeting. MOTION CARRIED.

COMMUNICATIONS –

Public Comment – None at this time.

OLD BUSINESS

City-wide Road & Utility Improvement Project- Phase 1- Josh Stier, City Engineer presented information regarding Phase 1 of the city-wide road and utility project, the need to initiate the Chapter 429 process, and a schedule update. The final design is approximately 60% complete of designing improvements, working on potential grant funding, and separating the project into two in order to increase chance of grant funding. Discussion regarding potential assessment cost to each homeowner, timeline for the Chapter 429 process, and hardship/deferment amendment that City Attorney is working on. It was noted the city received a grant of approximately \$320,000 to replace the box culvert on Adams during the 2026 project. Motion by FitzGerald, second Ketola to recommend Council move forward with the 429 process, by calling for a feasibility study, accepting the study, and calling for a public hearing. MOTION CARRIED.

NEW BUSINESS –

Stormwater Utility Communication- Commission reviewed a draft of a Stormwater Utility Communication letter, to eventually be shared with the public, that explains the basis for the fee and answers to frequently asked questions. Members will review and provide recommendations to Fralich so final draft can be reviewed by Council. Discussion followed on levies vs. user fees, fee amount, and process to establish new funds. Further discussion followed on potential timing for fee increases such as water fee increase in 2nd quarter, stormwater fee implemented in 3rd quarter, and potential increase in garbage fees in 3rd or 4th quarter.

Motion by Ketola, second Hoff to adjourn at 11:18 a.m. MOTION CARRIED.

Minutes taken by Lisa Christenson