

**MEETING MINUTES
PUBLIC SERVICES COUNCIL
COMMITTEE
Monday, August 13, 2018
City Hall Training Room**

In Attendance:

Council Member – Kevin Trevillyan	City Engineer – Brian Hemesath
Council Member – Russ Trimble	Public Services Director – Bret Hodne
City Manager – Tom Hadden	Public Services Deputy Director – Joe Cory
Deputy City Manager – Jamie Letzring	Public Services Superintendent – Kevin Hensley
Assistant City Attorney – Greta Truman	Principal Traffic Engineer – Jim Dickinson
Finance Director – Tim Stiles	Principal Traffic Engineer – Eric Petersen
Comm & Economic Dev't Director - Clyde Evans	Communications Specialist – Lucinda Stephenson
Guests: Item 1 – Dennis and Jennie Deerr	

Meeting called to order at 11:30 AM.

1. Sewer Capital Charge

Issue Summary:

This item was discussed at the July 16, 2018 PSCC meeting. We were asked to bring the item back once the committee had a chance to discuss the issue with the other Council Members. Since that time, the property owner Jennie Deerr of 6225 Brookview Drive has contacted City Staff and Elected Officials with some requests. The following explains the two requests:

- Capital Charge - The City code clearly states that any property connecting to the City sanitary sewer shall pay the capital charge. This charge is not typically collected from individual property owners because it is collected at final platting for all lots in the plat. The exception is when a subdivision is annexed into the City and never paid the fee like the Deerr family. Truth be told, the administration of collecting the fee on annexed lots in the past was sporadic. While cases like this one are rare, we were not able to find a situation where the fee was collected in recent history. Staff recommendation is to have the family pay the charge as per code. Any deviation would take a City Council action.
- Sewer Connection - Staff believes in concept that Deerr family should be allowed to connect to the sewer based on past direction from PSCC. However, the minutes from the August 17, 2015 PSCC state that if a resident needs to go across private property to connect to an existing sewer line, the issue be brought back to PSCC for consideration. In this case, the manhole is on the property line. The City typically does not allow private connections to the manhole. A stub to the Deerr property was installed when the sewer was installed on the main about 3-5 feet on to the neighbor's property. The stub is within a public sewer easement but it does not give the Deerr's the right to enter their neighbor's property to connect. It also violates City code because the service is not allowed to cross

property lines. There are two possible options if the PSCC chooses to allow them to connect.

1. Have them connect at the manhole. It will likely be more expensive; the City Engineer can allow that connection without a waiver in code.
2. Allow them to connect to the stub and provide them with a waiver of City Code. We would also need them to record a private easement with their neighbors for the portion of the sewer that will be located on the neighbor's property.

Staff recommends option 1 since it meets code. Option 2 is precedent setting

Direction:

PSCC was supportive of staff recommendations of connecting at the manhole and they be required to pay the capital charge. In addition, they stated that the owners would be exempt from being assessed any future sewer district fees.

2. 8086 S Orilla Road

Issue Summary:

This item was discussed at the July 30, 2018 PSCC. Staff was asked to have conversations with real estate professionals to determine if the City should be concerned about the change in value of the property due to the existence of a temporary construction easement on the property versus waiting until the project is over and selling it without the easement. Staff will report out on their findings. The original summary of this item is provided below for reference.

“As part of the Veterans Parkway – Maffitt Lake Road to Adams Street project, the City acquired a property at 8086 Orilla Road. The intent was to purchase the property, parse off the rear yard for road right of way and put the house on the market with a smaller back yard to recuperate the costs. Timing will be critical in dealing with the disposal of this property. Staff would like to walk the Committee through the proposed process and get their concurrence.”

Direction:

PSCC requests that staff works to sell the house promptly with a temporary construction easement.

3. Mid-American Energy Light Shields

Issue Summary:

On occasion, citizens voice concerns to Staff about the brightness of the new LED lights that are being retrofitted on the existing street lights that once had high pressure sodium fixtures. While in most cases the LEDs cut off the light better than the old high pressure sodium lights, there are instances where a resident feel the light source is too bright and request something be done to remedy the situation. MidAmerican Energy has offered installing shields to lights in this instance but do not believe this is something that is part of the maintenance contract we have with them. Historically, MidAmerican Energy has charged the City \$150 per shield installed. Moving forward, Staff is seeking direction on when the shields are to be used and how to pay for them.

Direction:

PSCC had a split recommendation. Council Member Trimble recommended purchasing a small number of shields for use as needed, and reevaluating the need after a year. Council Member Trevillyan

recommended determining if the correct light unit and correct installation were used at the complaint site and bringing the topic back to PSCC for further discussion if a request for a shield is made.

4. Iowa DOT Planning Study for Rural Interstate 80 (ERP)

Issue Summary:

The Iowa DOT is finishing up their study of rural Interstate 80 across Iowa. This item, which is informational only, highlighted their study's key findings, which are as follows:

- Interstate is planned be widened to 6-lanes as future funding allows.
- Other options, such as widening alternate parallel routes or expanding the multi-modal system in lieu of widening I-80, were evaluated, but it was determined that these options would not eliminate the need to widen I-80.
- Widening will be done in multiple phases over the next 20-30 years, with sections that have the highest capacity, safety, or rehabilitation needs having the highest priority.
- The study identifies bridges that will need to be addressed and future technologies that may be included with the project.
- Tolling as a way to fund the project was evaluated and found to be financially feasible, but it is not being considered as a viable option.

Direction:

Information only.

5. Review of Public Services Items for Council Meeting (August 20, 2018)

Consent Agenda

- g. Motion - Approval of Change Order #1 - Miscellaneous Repairs at Parks Restrooms/Shelters **ENG**

- i. Resolution - Approval of Professional Services Agreements: **ENG**
 - 1. Valley Junction Master Planning
 - 2. Nature Lodge HVAC Replacement, Roof Repairs and Exterior Improvements
 - 3. City Wide Facility Space Planning
 - 4. South Jordan Creek Parkway - Grand Avenue to Raccoon River Drive
 - 5. Cedar Ridge Sewer Extension

Public Hearings (5:35 p.m.)

- g. Veterans Parkway - SE 50th Street to SW 60th Street - City Initiated **ENG**
 - 1. Resolution - Approval of Plans and Specifications
 - 2. Motion - Receive and File Report of Bids
 - 3. Resolution - Award Contract

- h. Public Services Fueling Facility Modifications - City Initiated **ENG**
 - 1. Resolution - Approval of Plans and Specifications
 - 2. Motion - Receive and File Report of Bids
 - 3. Resolution - Award Contract

Additional Public Hearing item: Ashworth Road Phase 3 **ENG**

Traffic Engineer Dickinson noted there will be a resolution to accept project which will allow for grant reimbursement of funds used to install vehicle detectors. These detectors detect both vehicle and bicycle traffic.

Director Hodne stated there will be an agenda item to sell some surplus city equipment, including a natural gas generator and bundles of wood sign posts.

6. Staff Updates

Traffic Engineer Dickinson also mentioned that this was the third year WDM has received grant funds for Traffic Signal Detector Units, and that the City will soon be applying for another grant through ICAAP. Council Member Trimble commended Mr. Dickinson for keeping an eye on this and going after these grants.

Director Hodne noted that Public Services is working with former city staff Aaron Chittenden to set up a regional Public Works Academy through DMACC, including strategic planning classes.

Director Hodne also mentioned that the City of Windsor Heights has approached staff regarding a pending upgrade to their intersections, and considering having the City of West Des Moines manage seven traffic lights for them.

Director Hodne will be serving on an EDC-5 Federal Highway Administration committee for weather responsive management strategies. This committee involves the states of Michigan, Wyoming, Nevada, and Minnesota; West Des Moines is the only City entity invited to participate. They see the City of West Des Moines as being a leader in national technology advancements. We're known as a national leader in implementation of technology, looking at sustainability and meeting level of service needs by reducing financial costs through technology

Direction:

PSCC members approved.

7. Other Matters:

Council Member Trimble stated he had visited a ditch on 35th Street which was a recent topic of concern due to flooding. He witnessed flooding immediately following a heavy rainstorm and documented the following day that the ditch was completely drained. He expressed concern that the culvert may not be functioning properly. Superintendent Hensley will have the culvert inspected.

The meeting adjourned at 12:50 PM. The next Public Services Council Committee meeting is scheduled for August 27, 2018.

Copies of handouts are available at Engineering Services upon request. A recording was made. Respectfully submitted by Jennifer Canaday, Administrative Secretary