

City of Lodi Public Works Committee Meeting  
Minutes of February 5, 2019

**1. Call to Order**

Chair Stevenson called the meeting to order at 4:00 PM.

Committee Members Present: Rich Stevenson, Eric Hansen, Ann Groves Lloyd

Staff Present: Jennifer Sweeney, Julie Ostrander, Kennan Buhr, Scott Klicko, Melissa Randall-O'Neil, Dawn Collins

Others: Jim Ness, Suzanne Miller

**2. Public Input.** None

**3. Minutes of December 4, 2018**

Motion by Groves Lloyd, second by Hansen to approve the minutes of the 12/4/2018 meeting. Motion carried.

**4. Amend Chapter 295-8 Street Use Permits**

The Public Safety Committee reviewed this item at their January meeting. Collins explained the changes to the permit and the process. The ordinance refers to the application rather than including all details. Changes include a process that requires individuals to apply for a special event permit and meet with both the Director of Operations and the Police Chief. Permits would then go to Council for approval. The goal of these changes is to increase communication and awareness of events. City staff reviewed the changes and agrees with them. Motion by Groves Lloyd, second by Stevenson to recommend to Common Council the amendment to Chapter 295-8 Street Use Permits. Motion carried.

**5. Recommendation on Procedure for Lost Key to City Hall**

The current policy does not include specific steps for a lost key. At this time, there is one key to city hall that was lost by the Police Chief. The Committee discussed rekeying city hall vs. the likelihood of someone finding an unmarked key and realizing that it allows entrance into city hall. City Hall has a camera at its entrance that would record any unwanted entry. The Committee declined to amend the policy and prefers to address lost keys on a case by case basis. The Committee also declined to recommend rekeying City Hall at this time due to one lost key. The Committee also discussed a secondary security system, such as ADT. Klicko and Buhr will look into quotes for this type of security system.

**6. Snow and Ice Removal**

Sweeney explained that the prior snow and ice control information was a program rather than a policy. Changes to the Snow and Ice Control Program include approving it as a policy so city staff can refer to it should questions arise. In addition, the location of the primary school has changed. Therefore, the street priority map must also change. The Committee identified the map as a working document that is just attached to the policy so it can be updated by the Director of Operations as needed. Stevenson commented the plowing in the city is very timely. Motion by Hansen, second by Groves Lloyd to recommend approval of the Snow and Ice Control Policy to Common Council. Motion carried.

**7. Snow Emergencies Ordinance Review**

Klicko explained that there are many people who rent in the city and may not have an off street location for their vehicle during a snow emergency. The police department received many complaints during past snow events due to residents failing to move their vehicles during a snow emergency. Klicko discussed alternate side parking vs. a snow emergency. Alternate side parking would always be in effect during winter months. Klicko also suggested adding alternate side parking in addition to snow emergency days. The police department would need to always enforce this even on non-snow emergency dates.

Buhr stated that the snow emergency protocol is the most efficient for public works employees to remove snow from the streets. Public works employees most likely would not be plowing outside of snow emergency days so would not necessarily benefit from alternate side parking. At this time, there is not a reason to change the snow emergency ordinance. Residents need to continue to be educated. Groves Lloyd suggested continuing the discussion regarding alternate side parking at the next meeting.

## **8. 2019 Street Projects Update**

Buhr reviewed the bids for the 2019 street projects. There is roughly \$78,000 budgeted for street improvements, and the sum of the bids exceeds this amount. The asphalt prices came in higher than estimated. The public works employees would like to see the cul de sacs resurfaced. Buhr suggested focusing on Bob White Court, Industrial Park Road, and Pheasant Court. Fund balance from the public works projects fund could be used to offset the roughly \$15,000 shortfall. Stevenson suggested looking to the multi-use path project and seeing if any additional monies could be saved prior to amending the budget. In addition, Stevenson would like to leave the wheel tax untouched.

Ostrander will look into the borrowing done for Reynolds Road to see if there were any funds leftover that could be used towards the 2019 street projects. Buhr will check on crushing from the multi-use path to see if any funds can be saved there. It was noted that these projects have to be approved at the March Council meeting.

## **9. Downtown Street Light Poles**

Buhr reviewed prices for the downtown street light poles. If they are sandblasted and painted in place, the quote is \$1,969 per pole. This quote does not include replacement of the base. If city employees remove the poles and deliver them for sandblasting, the cost is roughly \$1,000 per pole with an additional \$200 per base that needs to be replaced. Stevenson also pointed out that sandblasting poles in place could allow for damage to nearby structures, vehicles, etc. The Committee agreed that it is more fiscally responsible to remove the street light poles for painting rather than leaving them in place.

## **10. Plants Along Main Street**

The Committee will discuss this agenda item at their next meeting.

## **11. Next Meeting Date and Agenda Items**

The next regularly scheduled Public Works Committee meeting is March 5, 2019 at 4:00 PM. Agenda items should include a discussion on alternate side parking during the winter months and plants along Main Street.

## **12. Adjourn**

Motion by Groves Lloyd, second by Hansen to adjourn. Motion carried. The committee adjourned at 5:06 PM.

These minutes have not been approved and are subject to change or correction.