



## MAYOR AND COUNCIL COMMUNICATION

DATE 2/16/2021

### **CONSENT**

**AGENDA ITEM:** Public Works Director Report

**SUBMITTED BY:** Marty Powers, Public Works Director

**REVIEWED BY:** Kristina Handt, City Administrator

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### **ISSUE BEFORE COUNCIL:**

City Council is asked to review and accept, as part of Consent Agenda, a brief description of activities that have taken place in the Public Works Department in the month of January 2021.

### **PROPOSAL DETAILS/ANALYSIS:**

#### **STREETS**

- Continue seasonal tree trimming ROW's throughout the city
- Collect road kill as identified
- Complete maintenance on trucks and equipment as needed including replacing the steer tires on the 2006 plow truck and starting repairs on the asphalt patching trailer
- Submit raingarden maintenance agreement
- Continue virtual monthly OSHA safety meetings
- Attended to streets and sidewalks after several snow and ice events
- Continue upgrading street signs
- Wash plows and trucks after each snow event to minimize corrosion
- Enforce sidewalk snow/ice removal after winter weather events
- Continue to take delivery of contracted regular road salt as needed

#### **SEWER**

- Continue daily rounds for preventive measures, compare pump run times and resolve alarms
- Continue Weekly Proactive Pump downs of all Lift stations, Monthly Float Cleaning along with washing down three lift stations that continue to build up with grease
- Staff members attended a virtual continuing ed course revolved around basic wastewater collection maintenance
- Safe Assure provided a crane operation training for all PW staff. This is required by OSHA to operate our service truck
- Plow snow out of lift station driveways as needed
- Start compiling data for Met Council 2020 Sewer/Water report

## WATER

- Complete monthly MDH bacteria and fluoride sampling
- Complete Monthly Generator and Safety Inspections of Equipment and Facilities
- Continue daily rounds, chlorine/fluoride sampling and locates
- Completed Lead/copper sampling
- Continue programming, wiring and dropping off new construction meters
- Start replacing 60 warrantied radio reads that failed.
- Continue replacing outdated water meters.
- The construction of the Well 5 building continues
- Submit monthly well water draw down reports to DNR
- Complete and submit 2020 MPARS water report
- Attended to an afterhours water main break on 33<sup>rd</sup> st Saturday, January 2<sup>nd</sup>
- Assisted with a service water leak on Laverne Ave N January 11th
- Assisted with fire flow test for new development throughout the city
- Tested and calibrated a number of larger water flow meters including flow meters from well 2 and 4. Calibrating meters is recommended to accurately track water usage and billing
- Staff participated in several continuing ed water classes revolving around winter water operations, maintenance, ammonia in drinking water, chlorination, MDH updates, MRWA updates and the infrastructure act
- Plow out wells, towers and booster station as needed

## PARKS

- Weekly park garbage collection continues. A dumpster trailer has been fabricated by PW staff member Matt Leko to improve the efficiencies of collection.
- The Lions Park skating rinks are opened, being flooded and cleared of snow as needed. The rinks are in good condition, the warming house remains closed and there will not be a rink attendant this season.
- Staff continue grooming Sunfish Lake Park Ski trails after snow events. Part of the ski grant funds have been collected. The Kubota groomer went in for service after a hydraulic valve failed.
- The contracted buckthorn removal project started in December. The selected contractor continues to use equipment to make efficient work of removing the invasive brush
- Public Works burned a large pile of buckthorn that had been collected over the last several years in Sunfish Lake Park
- Completed several repairs to the snow blower used on the tool cat for clearing sidewalks. Repairs included replacing the auger, rebuilding the cutting edges, replacing the tires with taller snow tires, replacing an EGR valve and fixing hydraulic leaks.
- Staff removed a handful of dead trees overhanging the dock in Goose Lake Park
- Schedule spring and fall weed & feed applications for city owned lawns in 2021, adjusting applications to include new parks but not to increase the budget

**SURFACE WATER**

- All staff participated in virtual MS4 trainings revolving around, loose material storage, routine street and parking lot sweeping, pesticides/fertilizer use, ROW maintenance, illicit discharges and garbage/waste disposal

**FACILITIES**

- Continue to Lower and Raise flags for Governor ordered half-staff events
- Continue planning and designing of the proposed city facilities construction and expansions
- Complete annual pressure vessel inspection in PW and Fire facilities

**PANDEMIC PREPARDNESS**

- The Public Works crew continues to work in two teams out of two locations minimizing the sharing of equipment, tools and office space
- Additional cleaning supplies, rubber gloves, face masks, sanitizers and cleaning wipes have been provided

**STAFF**

- The first Lake Elmo employee safety committee kicked off its monthly meeting. Discussions revolved around the safety of staff if/when entering homes during the pandemic, quarterly facility safety inspections, safety boots, free N95 masks and updated documents to record incident/accidents
- Public Works staff participated in its first Labor Management Committee meeting which was proposed by the union in the last negotiations

**RECOMMENDATION:**

Base on the activities listed above, City Council is respectfully asked to accept the January 2021 Public Works Report.