

May 29, 2012

A special work session meeting of the City Council was held on the above date to discuss updates to the annual Capital Improvements Plan. Mayor Simonson called the meeting to order at 7:00 p.m. The following were present: Mayor Randall Simonson, Council members Chris Ness, Jim Schneider and Sally Swanson. Members absent: Connie Amos. Staff present: City Administrator Anne Hurlburt, Fire Chief Jim Finnegan, Public Works Superintendent Tim Kieffer, and Treasurer Colleen Firkus.

Administrator Hurlburt led a review of all portions of the CIP for 2013-2017, excluding road construction and maintenance, which will be addressed June 18. Staff asked for Council input on any changes to the CIP to assist staff in drafting the budget.

Fire Department

Fire Chief Finnegan addressed the department's planned replacement of their 1988 pumper truck in 2013 for \$300,000. Finnegan would like to start the process in 2012 to see if money could be saved by purchasing a 2012 chassis with the truck built in 2013. Council member Ness asked if he could get information how not having the truck would affect the insurance fire rating. The old truck would probably be sold for \$1,000 to \$2,000. All the fire equipment would be transferred from the old truck to the new one.

Finnegan would like to apply for a FEMA grant to help pay for more sirens. A map of siren coverage indicates the city should have eight sirens for complete coverage. Each siren is about \$25,000 and the grant would pay 75% with a 25% city match. There is a siren planned for 2015. Finnegan asked the CIP be changed to increase the number of sirens to four to eight paid for by this grant with the balance from the Capital Improvement Fund, in the year the application is made. The Council would need to decide how many sirens they want in the plan. Finnegan will find out the grant cycle to see if the CIP would need to be amended right away, or if it can wait until the end of the year and be adopted with the budget.

Public Works

The next major pieces of equipment scheduled for replacement is the 1999 JD-6410 Tractor in 2014, and the 2002 Sterling Dump Truck/Plow in 2016. Superintendent Kieffer suggested keeping the old Ford Dump Truck/Plow that was replaced earlier this year as it is valuable as a backup piece of equipment in case one of the two plows fail. Another consideration is adding a third regular snow-plow route which would require adding a third primary truck/plow combination. This would improve the level of service by helping get snow off the road quicker and reduce costs of chemical use.

Administration

The city meeting and office space study is listed as a project for 2013 for \$18,000. Council member Swanson said she would get a new cost estimate for such a study. Discussion on storage led to a suggestion of digitizing records. Treasurer Firkus will look into what it would cost to hire a company to assist with such a project. Administrator Hurlburt also reminded the Council that the city's ordinances need codification as well.

Staff recommends the small pickup, used by the former Building Official, and currently being used by Public Works continue to be used by Public Works as staff has increased with the hiring of new staff. Council asked for the Community Sign to be removed from pending projects.

Community Center

Council requested the irrigation system for the community center grounds and Hilltop Water Company Barn be removed from the pending list.

Parks and Recreation

The Parks and Recreation Committee is scheduled to discuss the CIP and 2013 budget at its June 4 meeting. Their input can be considered during the budget work sessions.

Some improvements to the lighted ball field are scheduled for 2014 with donations matched by city dollars. Swanson will get more information as to what exactly are the improvements needed and a good estimate of cost.

Ness suggested the sidewalk to the south field project be moved out a year to 2014.

The next meeting is June 18 to discuss street improvements. The next CIP and first budget work session is scheduled for July 31.

The meeting adjourned at 8:30 p.m. with a motion by Ness and second by Schneider.

Respectfully submitted,

Colleen Firkus
Treasurer