

UTILITIES COMMISSION
September 3, 2014

The regular meeting of the Baxter Utilities Commission was called to order at 4:00 p.m. by Chairman Rock Yliniemi.

MEMBERS PRESENT: Commissioners Shawn Crochet, Dave Franzen, Chairman Rock Yliniemi and Council Liaison Rob Moser.

MEMBERS ABSENT: None.

STAFF PRESENT: Community Development Director Josh Doty and Administrative Assistant Mary Haugen.

OTHERS PRESENT: WSN Consulting Engineer Aric Welch.

APPROVAL OF MINUTES

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to approve the Utilities Commission minutes of August 6, 2014. Motion carried unanimously.

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to approve the Utilities Commission minutes of August 27, 2014. Motion carried unanimously.

WILDFLOWER DRIVE, FRANKLIN DRIVE AND WOIDA ROAD IMPROVEMENTS PAY ESTIMATE NO. 2

WSN Consulting Engineer Welch reviewed the Pratt's Affordable Excavating Partial Pay Estimate No. 2 for the Wildflower Drive, Franklin Drive and Woida Road Street and Utility Improvements Project.

WSN Consulting Engineer Welch had no concerns with the partial pay estimate and recommends approval.

MOTION by Commissioner Crochet, seconded by Commissioner Franzen to recommend City Council approve the Pratt's Affordable Excavating Partial Pay Estimate No. 2 in the amount of \$260,159.19 for the Wildflower Drive, Franklin Drive and Woida Road Street and Utility Improvements Project. Motion carried unanimously.

WSN MEMO - WILDFLOWER DRIVE, FRANKLIN DRIVE AND WOIDA ROAD IMPROVEMENTS FUTURE CHANGE ORDER

WSN Consulting Engineer Welch entered the following memo into the record:

The purpose of this memo is to inform the Utilities Commission and Council of a future change order to extend dewatering times on Franklin Drive.

The Contractor finished installation of sanitary sewer and water on Franklin Road the evening of Thursday, August 28th and began filling the watermain on Friday, August 29th. After Friday they no longer need to

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keep the dewatering equipment on Franklin Drive in operation. The equipment will remain in place until the required testing is complete but there is no need for the Contractor to maintain operation other than to assist with private service line installations.

Tim Thompson still has five services to complete on Franklin Drive. He anticipates completing one on Friday, one on Tuesday, two on Wednesday and one on Thursday of next week. This will require six additional days of dewatering.

The cost to keep the dewatering system on Franklin Drive in operation is \$1,242.00 per day. The cost includes equipment rental, fuel, maintenance and labor. Total cost is anticipated to be \$7,452.00.

If the dewatering pumps are shut down, private service line installations will become increasing difficult as ground water builds back up to its normal level. This will make it nearly impossible to complete the private service line installations for the prices quoted to the homeowners.

Trevor Walter and I are both in agreement that it was in the City's best interest to keep the dewatering equipment in operation to assist with private service line installations and a field directive was issued authorizing continuation of dewatering operations over the weekend and into next week. It is our opinion that the additional project cost would be considerable lower than the cost for the homeowners to complete the service line installations without the dewatering system in operation. The estimate provided by Tim Thompson to install and operate his own dewatering equipment is \$5,000.00 - \$7,000.00 per service plus \$1,000.00 per day for anything over three days.

This will be the first change order that involves an increase in project cost. Contingencies in the amount of \$127,080.00 have been set aside for such cost overruns and changes.

COMPREHENSIVE PLAN

Community Development Director Doty gave a brief presentation on the Comprehensive Plan to the Utilities Commission. The plan is in its final stages and is being presented to all commissions for review on how it relates to each particular commission as it is a foundation for city growth planning and a long range visioning tool.

The next step for the comprehensive plan is the Long Range Planning Public Hearing on September 22nd. Commissioner Franzen noted that Moberg Lake was named incorrectly on the map.

BRAINERD PUBLIC UTILITIES WASTEWATER PLANT CHARGES FOR JULY 2014

The Brainerd Public Utilities Wastewater Plant Charges for July 2014 was submitted to the commission as information only.

ADJOURNMENT

MOTION by Commissioner Franzen, seconded by Commissioner Crochet to adjourn the meeting at 4:25 p.m. Motion carried unanimously.

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Approved by:

Rock Yliniemi
Chairman

Submitted by,

Mary Haugen
Administrative Assistant