

***Public Works Committee
Meeting Agenda
May 8, 2023 5:30 p.m.
Fillmore Conference Room – Thurber
Building***

1. May 8, 2023 / 5:30 p.m. Fillmore Conference Room - Thurber Community Building
2. City Engineer – Craig Britton:
 - A. Kilmer Electric Pay Estimate #3.
 - B. 2023 Street Project
 - C. Status of traffic study requested of MNDOT – Highway 74.
3. Public Works Director – Brian Burkholder
 - A. Meyer’s Subdivision Drainage Issues
 - B. Chip-sealing plan
 - C. Crack-filling plan
 - D. Report regarding water and electricity use at the WWTP
 - E. Public Works Building Proposal

Members Present: Councilors Paul Novotny and Mike Urban.

Members Absent: None.

Others Present: Vanessa Hines, Ben Stevens, Brian Burkholder, Steven Schlichter and Joel Young.

City Engineer's Report:

- A. Kilmer Electric Pay Application 2: Vanessa Hines.
\$23,560.00 is due to be paid, with an additional retainage amount of \$2,319.10. Committee recommended approval of the city council to pay.
- B. 2023 Street Project Discussion. Authorization to advertise for bids. The committee would need to help develop the priorities on how to value the price, contractor's previous performance, and risk assessment. The committee decided to recommend the use of Best Value Procurement for the bidding process....and on-line bidding through Quest CDN. The committee asked for stakes to be placed in Shady Oak Park so people can better understand how the project will affect the park. The committee also decided to meet at Shady Oak Park at 1:30 on Wednesday.

S.C.S. Report:

- A. Installation of firewall and wireless access points at Twiford Street property: Burkholder explained that the move to the Twiford Street property has resulted in good office space, break space, and space for employees to meet. Unless internet services are provided in the building, it isn't possible to submit reports to the State or to access the city's digital information. The cost for the firewall and wireless access points is approximately \$6,500. The committee recommended approval, and they approved the payment of property taxes from the bond proceeds.
- B. Review plans of maintenance facilities. Burkholder provided more information about a proposed public works building.

Consider adoption of an ordinance regulating discharge of clear water into the sanitary sewer system:

Steven Schlichter suggested that the City might want to adopt an ordinance to prevent residents and businesses from discharging storm and other clear water into the sanitary system. He pointed out that it is expensive to treat clear water and the addition of clear water into the sanitary sewer during a storm event can overwhelm the sanitary system. The committee indicated they would review the proposal but were inclined to require it only for new construction, as opposed to retrofitting existing residences. This would be an additional effort to reduce inflow and infiltration into the sewer system. A model ordinance will be included in the next agenda packet in order to continue the discussion.

Members Present: Councilors Paul Novotny and Mike Urban.

Members Absent: None.

Others Present: Craig Britton, Ben Stevens, Brian Burkholder and Joel Young.

1. 2023 Street Improvement Project: The committee met at the Prospect Street entrance to Shady Oak Park so they could view how the proposed cul de sac might impact trees and other aspects of the park. They viewed the proposed radius of the cul de sac and discussed other provisions of the project, ultimately deciding to not install a cul de sac or to install a pedestrian trail from John & Mary Lane to Prospect Street.

2. Burr Oak Extension
 - a. The committee would like to look at ways to secure the right-of-way from the north end of Burr Oak Lane at Margaret Street NE, through the trailer court and to County Road 136 NE.
 - b. There was discussion about keeping the alignment to the west of the originally proposed alignment through the park in order to avoid an extensive retaining wall. That may mean relocating 2 – 3 existing homes on the east side of the park.
 - c. The park expansion plans were reviewed by the committee. The committee would like to know if the owner is still planning to develop per the concept plan dated 4/30/2021.
 - d. The committee would like to know if the owner would be open to relocating the shed on the northeast corner of the property.
 - e. Are there funding options for the extension of Burr Oak to County Road 136? The committee would like to look into this some more.
 - f. There was discussion about the alignment of the extension of Burr Oak on the properties north of the park. This will require discussion with the property owners.
 - g. Action Items – The committee is requesting that staff reach out to the owner of the Chatfield Mobile Village to discuss plans for the parks' expansion and to discuss options for the alignment of Burr Oak through the park.

3. Water Tower Property Ownership
 - a. The committee would like to continue to have discussions with the owners of the Chatfield Hilltop Estates, LLC about the transfer of ownership of the property where the water tower is located from the LLC to the City.

4. Hwy 74 Traffic Study
 - a. Craig has reached out to Michael Schweyen of MnDOT to check on the status of the traffic study. As of the day of the meeting we haven't received a response. Craig will continue to check in with Michael.



City of Chatfield

Thurber Community Center • Chatfield Municipal Building
21 Second Street Southeast • Chatfield, Minnesota 55923 • 507-867-3810
www.ci.chatfield.mn.us

MEMORANDUM

TO: CHATFIELD CITY COUNCIL
FROM: CRAIG BRITTON
SUBJECT: 2022 WATER SYSTEM ELECTRICAL IMPROVEMENT PROJECT – PAY APPLICATION 3
DATE: MAY 3, 2023
CC: CITY ADMINISTRATOR, JOEL YOUNG AND
SUPERINTENDENT OF CITY SERVICES, BRIAN BURKHOLDER

Action Requested: Consideration of Pay Application #3 in the amount of \$82,460 to Killmer Electric Co, Inc. for work completed on the 2022 Water System Electrical Improvement Project.

Background: Killmer Electric Co, Inc. has submitted pay application number 3 in the amount of \$82,460 for work completed on the generators for Well 2 and the Booster Pump Station. Work completed includes the engineering and assembly of the generators. The Well 2 generator has been assembled and is at Killmer Electric's office (a picture is on the following page). They are waiting for some of the equipment and will install the generator once the components are delivered. A summary of the work remaining and retainage is on the first sheet of the pay application. Below is a quick summary of the contract amounts and payments.

1. Contract Amount - \$529,450
2. Pay Application 1 - \$20,502.90
3. Pay Application 2 - \$23,560.00
4. Pay Application 3 - \$82,460.00
5. Retainage (5%) - \$6,659.10
6. Balance to Finish - \$402,927.10

Please let me know if you have any questions.

Sincerely,

Craig Britton



Well 2 Generator – Stored at the Killmer Electric Office

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:CHATFIELD, CITY OF
444 HAWLEY STREET SE

CHATFIELD, MN 55923

PROJECT: 517322
Chatfield Water Improvements

FROM: Killmer Electric Co, Inc
5141 Lakeland Ave

APPLICATION NO.: 3
PERIOD TO: Apr 30/23
PROJECT NOS.:

CONTRACT DATE: Jul 08/22

Distribution to:
OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

CONTRACT FOR: Crystal, MN55429

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM.....	\$529,450.00
2. NET CHANGE BY CHANGE ORDERS.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1 +- 2)....	\$529,450.00
4. TOTAL COMPLETED & STORED TO DATE..... (Column G)	\$133,182.00
5. RETAINAGE:	
a. 5.00 % of Completed Work (Columns D + E)	\$2,719.10
b. 5.00 % of Stored Material (Column F)	\$3,940.00
Total Retainage (Line 5a + 5b or Total in Column I).....	\$6,659.10
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$126,522.90
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$44,062.90
8. CURRENT PAYMENT DUE.....	\$82,460.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$402,927.10

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	0.00	0.00
Total approved this Month	0.00	0.00
TOTALS	0.00	0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein in now due.

CONTRACTOR: Killmer Electric Co, Inc

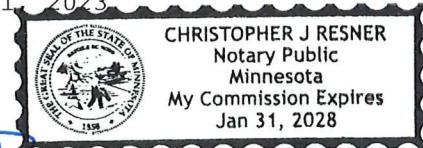
By: [Signature] Date: 4/27/2023

State of: Minnesota

County of:

Subscribed and sworn to before

me this 27th day of April, 2023



Notary Public: [Signature]
My commission expires: 1/31/2028

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Document, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ _____

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount Certified.)

ARCHITECT: [Signature]

By: _____ Date: 5/2/2023

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

APPLICATION NO.: 3
 APPLICATION DATE: Apr 27/23

PERIOD TO: Apr 30/23
 PROJECT NO.: 517322

A	B	C	D	E	F	G	H	I	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
CONTRACT									
00010	General Conditions (Bond/Ins/	36350.00	7500.00	8000.00	0.00	15500.00	43	20850.00	775.00
00020	Well #2	81500.00	6938.00	0.00	0.00	6938.00	9	74562.00	346.90
00030	Booster Station	24000.00	7144.00	0.00	0.00	7144.00	30	16856.00	357.20
00040	Well #3	38600.00	0.00	0.00	0.00	0.00	0	38600.00	0.00
00050	WWTP PLC Upgrade	112000.00	0.00	0.00	0.00	0.00	0	112000.00	0.00
00060	I&C Engineering/Submittals	24800.00	24800.00	0.00	0.00	24800.00	100	0.00	1240.00
00070	Alt 1 - Generator Well 2	78000.00	0.00	0.00	72000.00	72000.00	92	6000.00	3600.00
00080	Alt 2 - Generator Booster Sta	134200.00	0.00	0.00	6800.00	6800.00	5	127400.00	340.00
		529450.00	46382.00	8000.00	78800.00	133182.00	25	396268.00	6659.10
Total Contract		529450.00	46382.00	8000.00	78800.00	133182.00	25	396268.00	6659.10

INTEROFFICE MEMORANDUM

TO: Public Works Committee
FROM: Brian Burkholder, SCS
SUBJECT: Margaret-James St waterway issues
DATE: 4/5/2023

Action Requested: To discuss and consider repair options needed to the tile line running from French drain to Burr Oak Ave.

Background: Last May, I had Griffin's repair a 100' section of tile line from 602 James St up to 604 James St due to holes being created and washing outs. In October, water was gushing out in a spot between 510 & 602 near our culvert. I had Griffins due the work. It ended up being a complete root ball plug just below caused by a tree nearby at 510 James St. The repair was made.

This past couple week, I received 3 calls on more holes and erosion over the tile line. A couple larger holes just above the 100' replacement section and 3-4 below the repair. At this time, I am not sure how to approach this issue besides digging at s hole on each end and then have Roto Rooter camera up and down as far as they are able to investigate for plugs and/or damage.

I reached out to Craig to look and give me his thoughts. We met on (4/3). One of Craig's thoughts was that the line may under-sized, causing water to break through the connection but did agree that a good option would be to camera the line.

Thank you for your time,
Brian Burkholder

INTEROFFICE MEMORANDUM

TO: Public Works Committee
FROM: Brian Burkholder, SCS
SUBJECT: 2023 Chip Sealing Plan
DATE: 5/2/2023

Action Requested: To discuss and consider my Chip-sealing plan to be completed in the summer of 2023.

Background: In 2022, I completed a small amount of chip-sealing mostly due to cost and oil pricing. This year, I drove all streets looking mostly minimal wear courses to complete my plan. The streets I identified this year are streets that are in good shape with little wear course and unsure on the year that they were last overlaid to give them another 8-10 years. Except for John & Mary Dr which was last overlaid in 2022 and was crack-filled last year. In 2024, I plan to chip-seal all the new overlays completed in 2018-2020 depending on cost.

I received one quote again from Pearson Brothers for a total of \$48,304. \$2.00 per sq yd. There is currently \$42,000 in this year's budget plus a reserve of \$48,000 to complete this project.

I have attached a list of streets to be completed this year.

Thanks for your time,
Brian Burkholder

Pearson Bros., Inc.

11079 Lamont Avenue N.E. ~ Hanover, MN 55341
Phone: (763) 391-6622 ~ Fax: (763) 391-6627

ATTENTION: Brian Burkholder

PHONE #: 507-273-9597 Cell
507-867-3810 Office

FAX #: bburkholder@ci.chatfield.mn.us

JOB LOCATION: City Of Chatfield
ADDRESS: 21 Second Street SE
Chatfield, MN 55923

DATE: April 4, 2023

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR: 24,152 APPROX. SQUARE YARDS OF BITUMINOUS SEAL COATING. Square yards are estimated and PBI bills for actual yards unless otherwise specified.

PRE-SEAL: Area to be swept by Pearson Bros., Inc.

LIQUID APPLICATION: Pearson Bros., Inc. will furnish and install CRS-2P Liquid Asphalt at .28-.30 gallons per square yard.

AGGREGATE COVER: Pearson Bros., Inc. will furnish and install FA-2 Class A Granite/Trap Rock 15-20 lbs per square yard.

ROLLING: Entire area shall be rolled with (2) Eleven (11) Wheel Pneumatic Tire Rollers.

PICK-UP SWEEP: Excess rock shall be picked up by and disposed of by the City

START DATE: No earlier than: May 15, 2023 **COMPLETION DATE:** No later than: Sep 15th, 2023

We Proposed Hereby to Furnish Material and Labor -- Complete in Accordance with the Above Specifications, for the Sum of: \$48,304.00 Base Bid: 24,152 sq yds @ \$2.00 per sq yd

\$48,304.00 Total Cost

Payment Due Upon Completion

AUTHORIZED SIGNATURE:



**TODD BARTELS
PEARSON BROS., INC.**

ACCEPTANCE OF PROPOSAL -- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE: _____

DATE: _____

Proposal good for 30 days.

specified.

City Of Chatfield

Street	Length	Width	Sq Feet	Sq Yards
			0	0
North Well Driveway	12	82	984	109
Winona St	506	36	18216	2,024
	1634	32	52288	5,810
Cliff St	80	15	1200	133
5th St	284	36	10224	1,136
	640	32	20480	2,276
Park St	604	32	19328	2,148
5th St	290	32	9280	1,031
6th St	290	32	9280	1,031
Valley St	308	32	9856	1,068
John & Mary Dr	1448	33	47784	5,309
Cul De Sac		80	0	560
Birchwood Lane	261	33	8613	957
Cul De Sac		80	0	560
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			0	0
			207533	
			TOTAL	24,152

City is responsible to confirm all measurements - PBI charges for actual square yards

INTEROFFICE MEMORANDUM

TO: Public Works Committee
FROM: Brian Burkholder, SCS
SUBJECT: 2023 Crack-filling Plan
DATE: 5/2/2023

Action Requested: To discuss and to consider my 2023 street crack-filling plan to be completed by Durst Outdoor Services for \$25,969.

Background: I received 2 bids this year for price comparisons. Durst Outdoor Services came in at \$25,969 and Four Seasons Asphalt came in at \$35,406 for the streets listed.

My focus was to complete streets with larger visible cracks and alleys with new overlays completed in 2019.

I did have Hillside Dr. from Amco Ln to Hwy 30 included last year but deleted due to cost but plan to complete this year. I deleted from the water tower to Hwy 30 due to the bumpy street conditions and will need further work done in the future.

I also received a separate quote to complete the WWTP to be paid separately.

*Attached is a list of streets being crack-filled this year.

Thanks for your time,
Brian Burkholder

2023 Crack-Filling Plan

- Hillside Dr- Hwy 52 to Wisdom LN 36 x 3,591=129,276 sq ft 14,364 sq yds
- Hillside Dr- Wisdom LN to 2nd school entry)36 x 2,139=77,004 sq ft 8,556 sq yds
- North Well driveway
- Winona St-Burr Oak Ave to Cliff St
- Cliff St-Winona St to Harwood Ave
- Harwood Ave- Cliff St to Winona St
- Alley-Mill Pond Estates-2nd to 3rd
- Alley-Olmsted Medical-2nd to 3rd
- Alley-Sogla Parts-2nd to 3rd
- Alley-Bell's- 2nd to 3rd
- Alley- St. Paul Church between Fillmore St & Winona St (small Section)
- 5th St- River St to Hwy 52
- Park St- 5th to 7th
- 6th St- Hwy 52 to Fillmore St
- 5th St- Winona St to Park St

Durst Outdoor Services

5135 Lehman Ln NW
Rochester, MN 55901 US
507-208-4020
office@durstoutdoorservices.com



Estimate

ADDRESS
City Of Chatfield (C)
21 2nd Street SE
Chatfield, MN 55923

ESTIMATE 1590
DATE 05/01/2023

DESCRIPTION	QTY	RATE	AMOUNT
City of Chatfield Crack Filling	1	25,969.50	25,969.50
SUBTOTAL			25,969.50
TAX			0.00
TOTAL			\$25,969.50

Accepted By

Accepted Date

Durst Outdoor Services

5135 Lehman Ln NW
Rochester, MN 55901 US
507-208-4020
office@durstoutdoorservices.com



Estimate

ADDRESS
City Of Chatfield (C)
21 2nd Street SE
Chatfield, MN 55923

ESTIMATE 1589
DATE 05/01/2023

DESCRIPTION	QTY	RATE	AMOUNT
Waste Water Plant			
Crack filling	1	1,084.50	1,084.50
SUBTOTAL			1,084.50
TAX			0.00
TOTAL			\$1,084.50

Accepted By

Accepted Date



Four Season Asphalt Maintenance, LLC
 410 3rd Ave SW PO Box 12
 Spring Grove, MN 55974
 507-498-3567

Estimate

Date	Estimate #
4/11/2023	532

Name / Address
City of Chatfield Brian Burkholder 21 Second Street SE Chatfield, MN 55932

P.O. No.

Description	Qty	Rate	Total
2023 Crackfilling Plan			
Hillside Dr. - Hwy 52 to Wisdom Ln		0.00	0.00
Hillside Dr. - Wisdom Ln to 2nd school entry		0.00	0.00
Winona St.-Burr Oak Ave to Cliff St		0.00	0.00
Cliff St. Winona St. Hardwood Ave		0.00	0.00
Harwood Ave-Cliff St. to Winona St.		0.00	0.00
Alley - Mill Pond Estates-2nd to 3rd		0.00	0.00
Alley - Olmsted Medical - 2nd to 3rd		0.00	0.00
Alley - Sogla Parts- 2nd to 3rd		0.00	0.00
Alley - Bell's 2nd to 3rd		0.00	0.00
Alley - St. Paul Church between Fillmore St. & Winona St.		0.00	0.00
5th St. - River St. to Hwy 52		0.00	0.00
Park St. - 5th to 7th		0.00	0.00
6th St. - Hwy 52 to Fillmore St		0.00	0.00
5th St. - Winona St. to Park St.		0.00	0.00
CRACKFILLING- Heat lance to 2800 degrees to clean cracks of debris for a better bond and fill with hot rubberized sealant.		35,406.50	35,406.50
CRACKFILLING- 3/4" routing of virgin cracks with a heat lance to 2800 degrees and fill with hot rubberized sealant.		0.00	0.00
Thank you for the opportunity to bid! Mike Thompson (507) 273-1254		Total	\$35,406.50



Four Season Asphalt Maintenance, LLC
 410 3rd Ave SW PO Box 12
 Spring Grove, MN 55974
 507-498-3567

Estimate

Date	Estimate #
4/11/2023	534

Name / Address
City of Chatfield Brian Burkholder 21 Second Street SE Chatfield, MN 55932

P.O. No.

Description	Qty	Rate	Total
2023 Crackfilling Plan CRACKFILLING- Heat lance to 2800 degrees to clean cracks of debris for a better bond and fill with hot rubberized sealant. 90 Library Lane	1	2,850.00	2,850.00
Thank you for the opportunity to bid! Mike Thompson (507) 273-1254		Total	\$2,850.00

INTEROFFICE MEMORANDUM

TO: PUBLIC WORKS COMMITTEE
FROM: STEVEN SCHLICHTER
SUBJECT: Electric and Water usage at the WWTF
DATE: 4/10/2023

Action Requested: None

Background: In September 2020 I updated the Council on operational changes we were doing to try and conserve on water and electricity at the WWTF. I gave some estimates on what potential savings we could see by making these changes on how we were operating the facility. Now with 3 years of data we can see how things have been working.

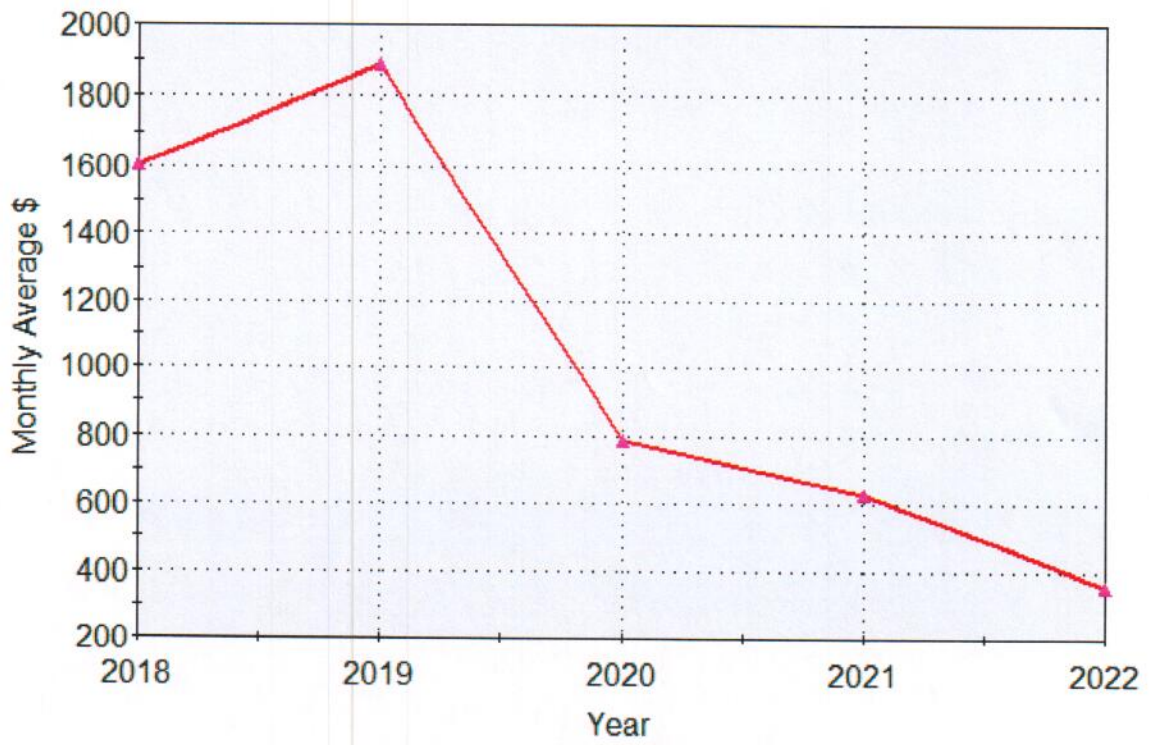
Starting with water in 2020 with the information I had at the time I estimated we could save \$720 a month. The average monthly water bill are as follows 2018-\$1606, 2019-\$1891, 2020-\$789, 2021-\$632, 2022-\$356. In 2022 we have reduced the water bill by 88% compared to 2018. We have greatly exceeded what I had estimated back in 2020.

Now looking at electricity usage. In 2020 I had estimated we could save \$918 a month. The average monthly electric bill are as follows 2018-\$3504, 2019-\$3551, 2020-\$2338, 2021-\$2032, 2022-\$2252. As you can see we have exceeded our expectations here as well. In 2022 we reduced our monthly cost 36% less than 2018. In 2022 you can see our electric average cost went up a little. Looking at our KWh usage you can see we averaged 1100KWh per month less in 2022 than we did in 2021.

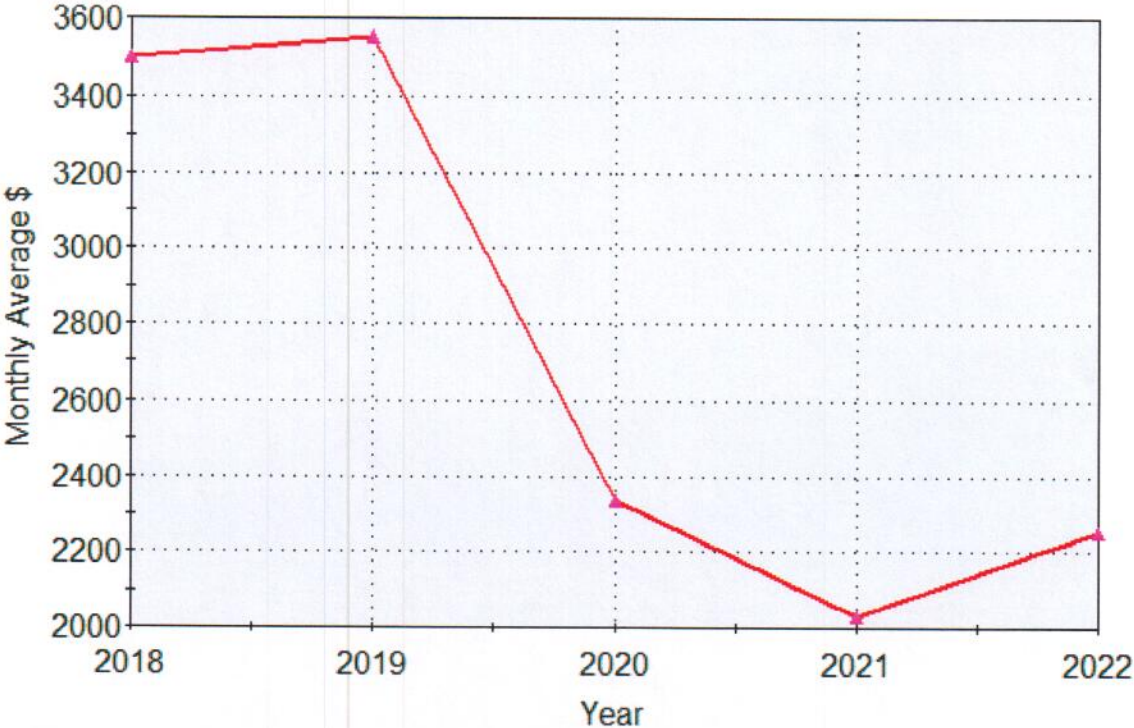
I feel we have made some great achievements over the past three years at the WWTF and we will continue to work on reducing water and electric usage at the WWTF.

Thank you for your time,
Steven Schlichter
WWTF Superintendent

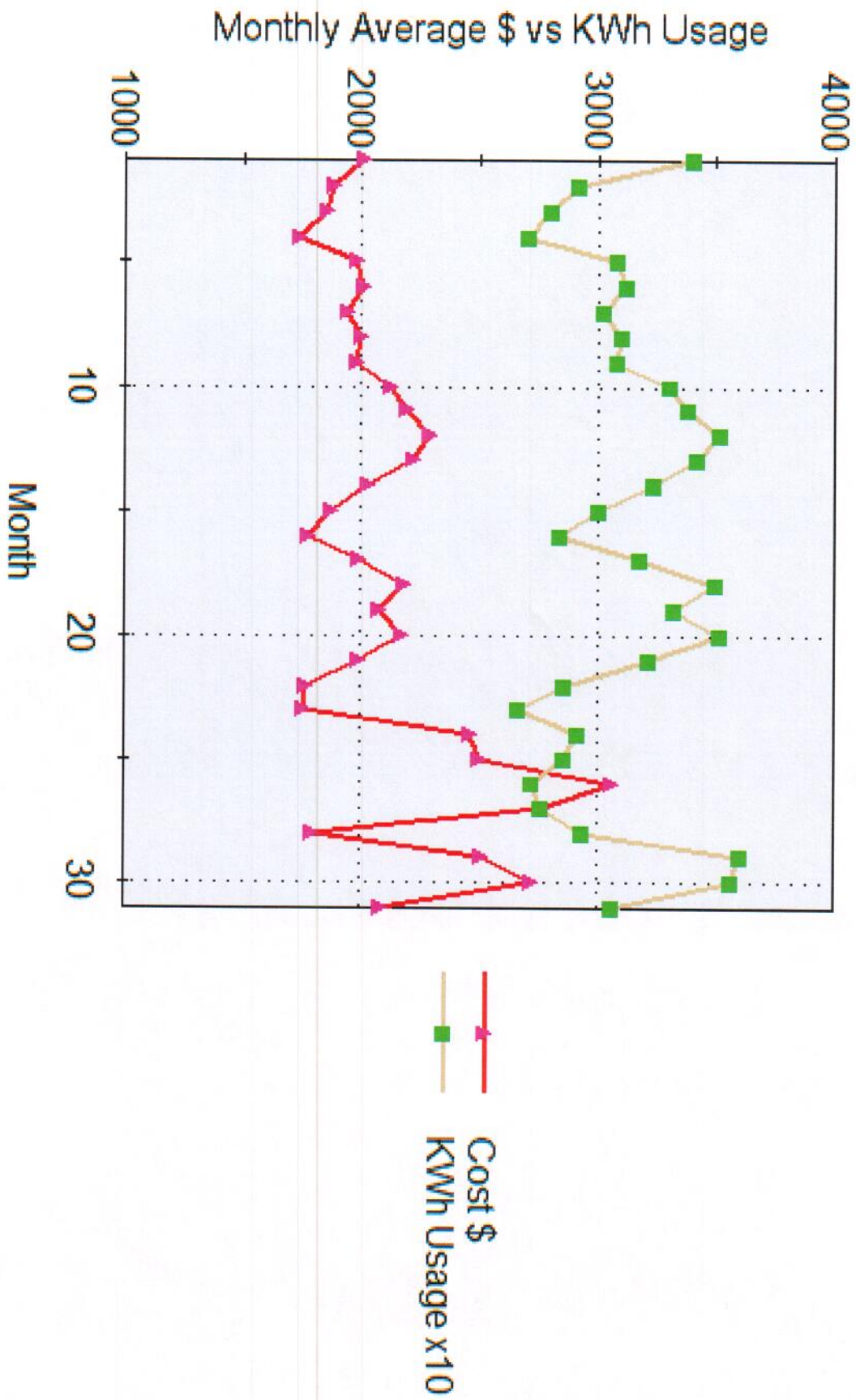
Monthly Average Water Cost at WWTF



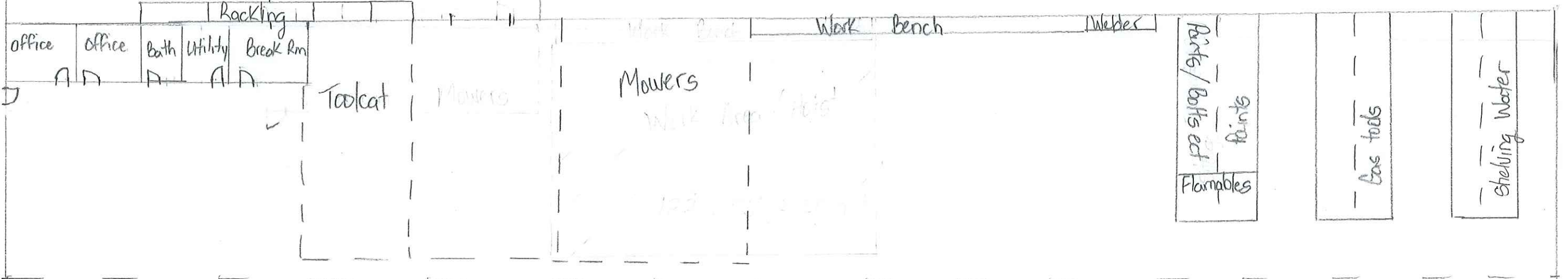
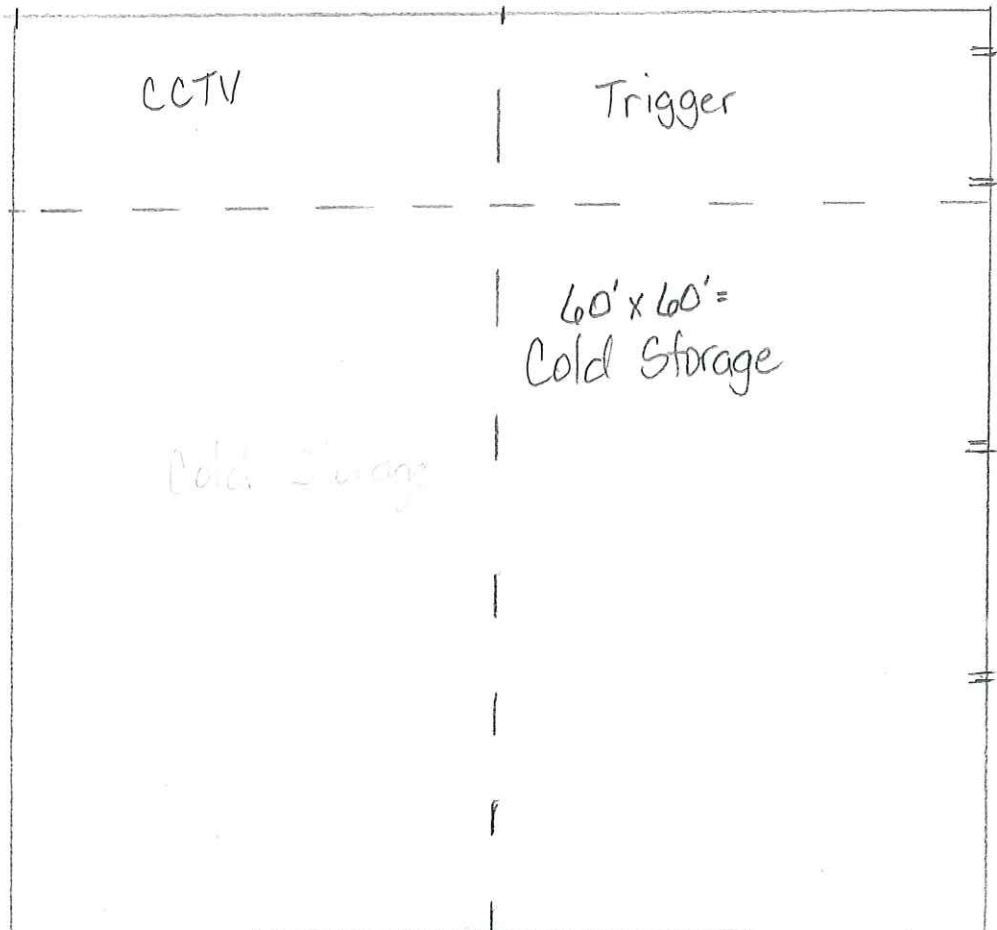
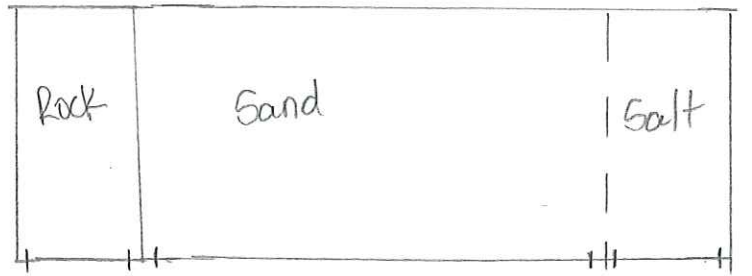
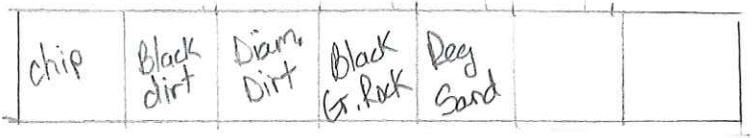
Monthly Average Electricity Cost at WWTF



Monthly Average Electricity Cost vs KWh Usage at WWTF



Driveway



122' x 75' = 9,150 sq ft

Driveway