

**COUNCIL WORKSHOP MEETING
MONDAY, NOVEMBER 21, 2022 – 6:00 p.m.
COUNCIL CHAMBER
405 JEFFERSON STREET
WASHINGTON, MO**

INTRODUCTORY ITEMS:

Roll call/Pledge of Allegiance

ACTION:

1. APPROVAL OF MINUTES:

Approval of the October 3, 2022 Workshop minutes

Approve/Mayor

2. PRESENTATIONS:

- a. MO DNR MS4 Audit
- b. Highway 100 Medians

Discuss
Discuss

3. EXECUTIVE SESSION:

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000)

ROLL CALL VOTE

4. ADJOURNMENT:

POSTED ON CITY HALL NOTICE BOARD BY SHERRI KLEKAMP, CITY CLERK, NOVEMBER 17, 2022
A COPY OF THIS NOTICE IS ALSO AVAILABLE ONLINE AT www.washmo.gov

**MINUTES OF THE
CITY OF WASHINGTON, MISSOURI
COUNCIL WORKSHOP MEETING
OCTOBER 3, 2022**

The Council Workshop Meeting was held on Monday, October 3, 2022 at 6:00 p.m. in the Council Chamber, 405 Jefferson Street, Washington, Missouri. Mayor Hagedorn opened the meeting with roll call and Pledge of Allegiance.

Mayor:	Doug Hagedorn	Present
Council Members:	Ward I	Al Behr Present
		Duane Reed Present
	Ward II	Mark Hidritch Present
		Mark Wessels Absent
	Ward III	Chad Briggs Present
		Jeff Patke Present
	Ward IV	Mike Coulter Present
		Joe Holtmeier Present

Also Present:	City Administrator	Darren Lamb
	City Clerk	Sherri Klekamp
	Library Director	Nelson Appell
	Finance Director	/ Mary Sprung
	Street Superintendent	Tony Bonastia
	Airport Manager	Kevin Hellmann
	Public Works Director	John Nilges
	Economic Development Director	Sal Maniaci
	Parks Director	Wayne Dunker
	Emergency Management Director	Mark Skornia
	Fire Chief	Tim Frankenberg
	Police Chief	Jim Armstrong

Approval of Minutes

A motion to approve the minutes from the September 6, 2022 Workshop meeting as presented made by Holtmeier, seconded by Patke, passed without dissent.

Report of Department Heads

A. Administration Department -

a. Library HVAC Presentation

City Administrator Darren Lamb updated Council on the Library HVAC System. Ellie Blankenship and Jordan Craig from Veregy (formerly known as CTS Group) presented to Council the Library HVAC Improvement Project. Topics included: How the project would work and account management, existing conditions, recommendations, benefits/costs of the new system, references and what Veregy is about. Brief discussions ensued regarding preferred subcontractors and lead-times.

October 3, 2022

b. ARPA Presentation

City Administrator Darren Lamb updated Council on the ARPA Budget.

B. Engineering Department -

a. Airport Hangar Design & Construction Inspection

September 26, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: Washington Regional Airport - Hangars
Design/Inspection Contract Acceptance

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

Description:

CMT prepared the design documents under the original contract. As part of the design the City requested to bid two other alternates to add 2 and 4 additional hangars. In addition, the original bid documents were put on hold while steel and construction supply stabilized. During this time, the FAA changed their bidding requirements. When the City finally decided to bid the project, CMT was required to update the bid documents. This additional effort was not anticipated in the original scope of work and requires a Supplemental Agreement.

Furthermore, this Supplemental Agreement includes CMT's inspection services during the Construction Phase of the project.

Approval is recommended.

Cost of the project:

Original Design Contract	\$64,464.53
Supplemental Design.....	\$20,127.22
TOTAL.....	<u>\$84,591.75</u>
Construction services	<u>\$95,865.27</u>

TOTAL DESIGN + CONSTRUCTION INSPECTION = \$180,457.02

Budget Information:

This project will be paid from multiple funding sources.

Capital Improvement Sales Tax	\$40,062.67
FAA Airport Entitlement Funding	\$140,394.35
BUILD Funding (Infrastructure bill).....	\$0.00

This means the City will fund approximately 10% of the total cost to design / inspection the hangars.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

John Nilges, PE

Public Works Director

Public Works Director John Nilges discussed the Airport Hangar Design and Construction Inspection Agreement and the Airport Hangar Construction Agreement. After discussion, a motion to forward to Council made by Holtmeier, seconded by Behr, passed without dissent.

October 3, 2022

b. Airport Hangar Construction

September 26, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: Washington Regional Airport – Hangars
Contract Acceptance

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

Description:

In July the City and CMT solicited bids to construct hangars at the Washington Regional Airport. There were two additive alternates, however; the City Council directed staff to not accept the alternates and construct the base bid of 8 hangars.

After review with the FAA and MoDOT, we are ready to move forward with construction.

Approval is recommended.

Cost of the project:

CONSTRUCTION cost \$1,772,970.00

Schedule to complete the project:

Completion after Notice to Proceed..... 220 calendar days

Budget Information:

This project will be paid from multiple funding sources.

Capital Improvement Sales Tax\$143,964

FAA Airport Entitlement Funding\$562,411

State Aviation Trust Funding\$553,795

BUILD Funding (Infrastructure Bill)\$512,800

This means the City will find approximately 8.1% of the total cost to construct the hangars.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

John Nilges, PE

Public Works Director

With no further discussion, a motion to forward to Council made by Patke, seconded by Behr, passed without dissent.

c. Code Amendment – Street Excavation Permit

September 27, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: CODE REVISION

Street Excavation Permit REVISED to Right-of-Way Permit

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

Description:

October 3, 2022

The City is, and will be, experiencing a substantial increase in utility work within the Right-of-Way and public utility easements. This increase is mainly due to the amount of investment being put into infrastructure, specifically electric and internet/communication. The utility work includes directional boring of conduit.

While an effective means to not disrupt the surface (yards, pavement, etc), directional boring has its risks. Specifically, one cannot certain the elevation and location of other buried utility, especially private sewer and water line. The City does not locate private utilities.

Furthermore, the City has a statutory requirement to locate public utilities, via the Missouri One-Call system, within a set amount of days. Currently, we are operating and completing locates at max production. We do not have any additional manpower or man-hours to dedicate to locates without pulling from some other project. If an excavator requests a locate multiple times, and we do not respond due to lack locator availability, the excavator can proceed without locates. If a line is struck, it's very possible we are in violation of state statute and could be considered negligent or liable for damages.

Gateway Fiber has indicated in their initial phase they would like to bore 19,000 lineal feet of conduit at a rate of 1,000 lineal feet / day. That would take around 8 bore rigs to complete. Currently, we have no ordinance that would prevent them from boring all 19,000 feet. This ordinance provides the requirements, fees, and framework necessary to ensure the City can protect our infrastructure, while providing a path to success for any excavator. The ordinance also modifies the excavator fee / permit to match the current market conditions.

With this permit, at any given moment, a directional boring contractor can only have 10 open permits, each with a max distance of 2000 lineal feet per permit.

Cost of the project:

While there are no direct costs to the City, via manpower availability, the requirement for locating and the sheer number of locates needed to complete could have a substantial cost to public works. As stated, we have a statutory requirement to complete locates. Since we are already operating a max capacity without the boring project, we will now have to pull more manpower from other projects to keep up. Furthermore, the administration side of permitting and inspections will have to shift manpower.

Unfortunately, we aren't yet certain how this will affect other projects, but we are certain it will take man-hours, and those man-hours will need to be taken from some other project.

Budget Information:

At this time, it's very difficult to estimate budget implications. All labor and man-hours are included in the operational budget. Depending on schedule and other City project, we may need to consider increasing the overtime budget at a future date.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

John Nilges, PE

Public Works Director

Public Works Director John Nilges discussed the code amendment. After discussion, a motion to forward to Council made by Patke, seconded by Holtmeier, passed without dissent.

October 3, 2022

d. Street Vacation – Washington School District

September 26, 2022

Honorable Mayor and City Council

City of Washington

405 Jefferson Street

Washington, MO 63090

RE: School District of Washington

Steriger Ave Vacation

Honorable Mayor and City Council,

The following is pertinent information to the subject request.

Description:

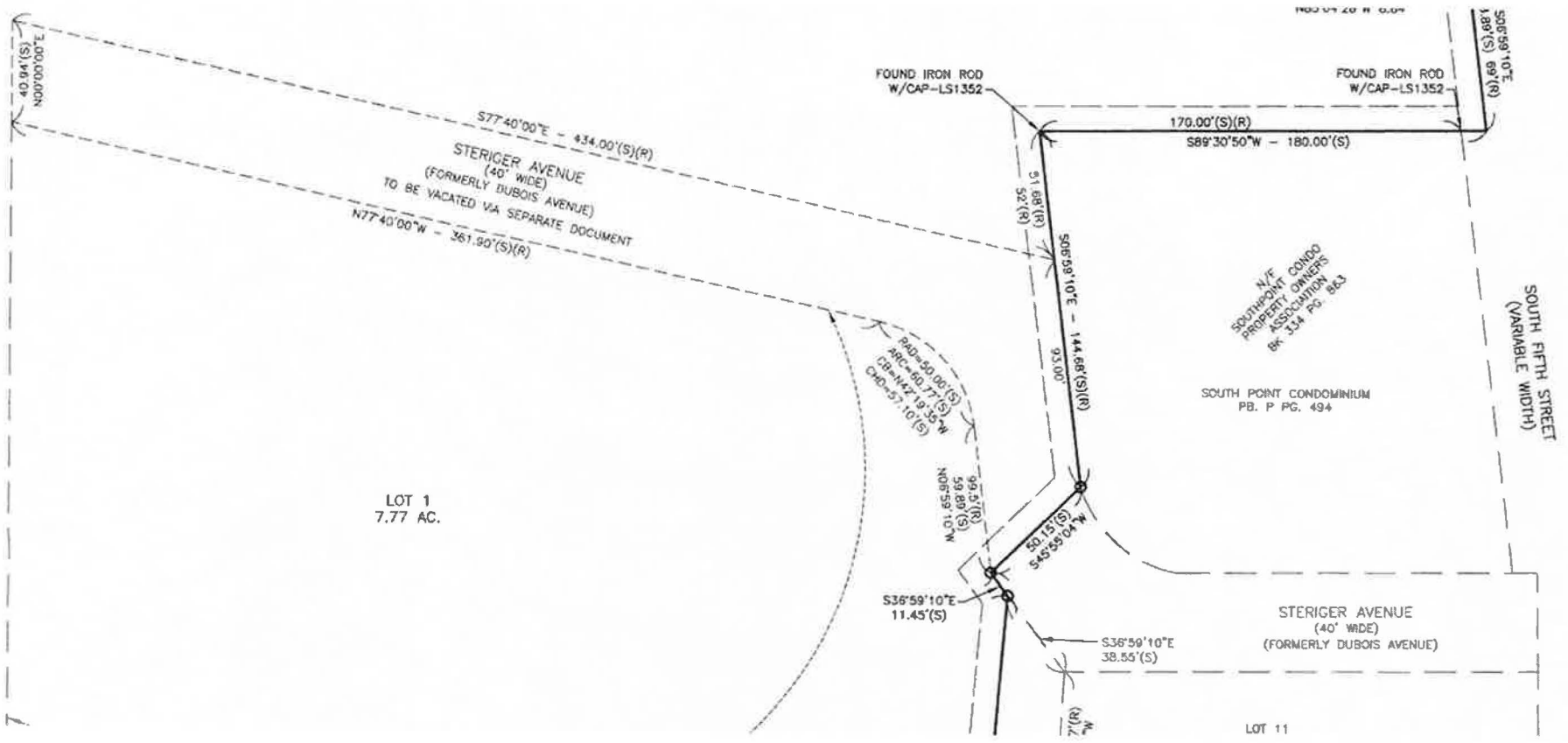
As part of the redevelopment of the old Southpoint School property the School District of Washington is requesting that the City vacate a portion of an old public Right-of-Way. The old street name is Steriger Avenue and is accessed from East Fifth Street. A portion of the Right-of-Way will remain and be utilized as the Busch Creek Greenway.

There are no public utilities located in a portion to be vacated and the school district will utilize the old Right-of-Way for their new athletic complex.

Approval is recommended.

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October 3, 2022



October 3, 2022

Cost of the project:

No cost to the City.

As always, if you have any questions, concerns or would like additional information, please feel free to contact me.

Respectfully,

John Nilges, PE

Public Works Director

Public Works Director John Nilges discussed the street vacation. After discussion, a motion to forward to Council made by Patke, seconded by Behr, passed without dissent.

Miscellaneous

*Finance Director Mary Sprung briefly discussed the 2018-2026 Capital Improvement Sales Tax Expenditures.

Executive Session

Public vote on whether or not to hold a closed meeting to discuss personnel, legal or real estate matters pursuant to Section 610.021 RSMo (2000) passed on 6:52 p.m. on the following roll call vote; Behr-aye, Briggs-aye, Coulter-aye, Hidritch-aye, Holtmeier-aye, Patke-nay, Reed-aye, Wessels-absent.

The regular session reconvened at 6:57 p.m.

Adjournment

With no further business to discuss, a motion to adjourn made at 6:57 p.m. by Patke, seconded by Behr, passed without dissent.

October 3, 2022