


CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE
MEETING MINUTES: November 5, 2015

1. CALL TO ORDER AND ROLL CALL. Chair Springer called the meeting to order at 6:30 p.m. Committee members present: Springer and Stinnett. Absent: Ziaja. Others attending: Mayor Thompson, Public Works Director Yerges, and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: September 3, 2015 and October 1, 2015. MOTION: Moved by Springer, seconded by Stinnett to approve the October meeting minutes as presented and to table the September meeting minutes until such time as they are completed. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. UNFINISHED BUSINESS
 - a. 333 Portland Road, Review Of Property Conditions & City Attorney Communication. DISCUSSION: The Committee reviewed the City Attorney's September 14, 2015 memo with the subject of "333 Portland Road / condemnation process." MOTION: Moved by Springer, seconded by Stinnett to direct staff to initiate a condemnation process. VOICE VOTE: Motion carried unanimously.
5. NEW BUSINESS
 - a. Termination Of Agreement With Bos Design For The Construction Of A DPW Building To Store Sand And Other Items, 211 Hendricks Street. DISCUSSION: Yerges requested the termination due to Bos Design's inability to identify an alternative at the bid price to building a concrete firewall which, with receipt of a Bos Design firewall change order, put the project over budget. Hansen said Edwin Bos in an 11/5/2015 email identified cancellation costs as being \$3,159. Mayor Thompson said because the bid documents showed the new structure as an addition connected to the existing structure, the need for the concrete fire wall was made apparent to all bidders and the City should not reimburse Bos Design for the cancellation costs. Yerges said Mitch Leisses of Kunkel Engineering was working with him on identifying alternatives. MOTION: Moved by Stinnett, seconded by Springer to recommend to Council the termination of the agreement and to further recommend that the \$3,159 cancellation amount not be paid. ROLL CALL VOTE: Ayes: Springer and Stinnett. Noes: none with Ziaja absent. Motion carried.
 - b. Written Township Agreements For Roadway Maintenance And Snow Removal. DISCUSSION: Yerges said he was seeking to have in writing an agreement which to date has been informal for the repair of road surfaces, snow removal, sign maintenance and the like. Springer suggested the representatives from the towns be invited to the next meeting. Yerges suggested a document be draft first for the towns to consider. BY UNANIMOUS CONSENT: The matter was placed on the November agenda.
 - c. 2016-2017 Municipal Street Discretionary Improvement Program Application (MSID) For Canal Road Improvements. DISCUSSION: The Committee reviewed a Hansen email and associated documents. MOTION: Moved by Springer, seconded by Stinnett to direct the submittal of a MSID matching grant application. VOICE VOTE: Motion carried.
6. ADJOURNMENT. MOTION: Moved by Stinnett, seconded by Springer to adjourn. The time was approximately 6:45 pm.

Attest:
Mo Hansen 
Clerk/Treasurer